



MINUTES

Board of Directors Meeting

Date/Time: June 23, 2021, 1:30-3:30

Virtual via Microsoft Teams

Attendees: Scott Semple Chair, Jennifer Foster, Emily Leslie, Dr. David Messenger, Dr. Kim Morrison, Marie-Line Jobin (arrived 2:43), Pytor Hodgson, Betty Jo Dean, Carol Ravnaas

Regrets: Brian Devlin, Isabel Kerr

Guests: Stefanie Mutheardy, KPMG and Katie Mahon, KPMG, Jessica Dressler, AMHS Manager Finance, Sheila Roewade, Program Manager, Counselling & Treatment/Addictions

Item	Topic	ACTION/MRP
	<p>Q&A Planning:</p> <p>To streamline the question-and-answer process during presentations, the following was discussed:</p> <ul style="list-style-type: none"> • Hands can be raised to ask live questions. • Chat can be used for any questions that can be answered later, email response will follow. 	
	<p>Educational Session: Counseling & Treatment/Addictions</p> <p>Sheila Roewade provided an overview of the Addiction, Counseling, and Treatment Services at AMHS. The overview included general information on addiction services and programs offered using a client-centered approach, as well as an overview of addiction groups, and how to connect to addiction services. A list of community partnerships was included in the presentation.</p>	
1.	<p>Welcome and Declaration of Conflict of Interest</p> <p>S. Semple welcomed members to the Board meeting. No conflicts of interest were declared.</p>	
2.	<p>Audit Report</p> <p>KPMG auditors Katie Mahon and Stefanie Mutheardy provided a high-level overview of the Independent Auditor’s Report which included draft audited financial statements for the year ending March 31, 2021, The Audit Findings Report was also presented. The Auditors issued a clean audit opinion with no significant issues identified.</p> <p>Moved by Dr. Messenger, seconded by J. Foster</p> <p>MOTION: That the Board approve the transfer of gains on the sale of capital assets from Unrestricted to Internally Restricted for capital reserve as reported in the draft March 31, 2021, audited financial statements.</p> <p>Carried</p>	

Item	Topic	ACTION/MRP
	<p>Moved by J. Foster, seconded by Dr. Messenger MOTION: That the Board accept the Auditors' report and approve the March 31, 2021, audited financial statements as presented. Carried</p>	
3.	<p>Consent Agenda Items</p> <ul style="list-style-type: none"> a) Approval of Agenda b) Minutes of May 26, 2021 c) Follow-up BN on Addictions Referral Waitlist d) Board Workplan Update <p>Moved by J. Foster, seconded by Dr. Messenger MOTION: That the Consent Agenda Items of June 23, 2021, be approved. Carried</p>	
4.	<p>MSAA Declaration of Compliance</p> <p>The Agency's Multi-Sector Accountability Agreement (MSAA) requires an annual declaration of compliance within 90 days of year-end. A pre-circulated briefing note provided an update to the Board regarding AMHS status.</p> <p>Moved by Dr. Messenger, seconded by E. Leslie MOTION: THAT the Board authorize the Board Chair to sign the Declaration of Compliance for the period April 1, 2020, to March 31, 2021, as provided in the MSAA Annual Compliance June 2021 Briefing Note. Carried</p>	
5.	<p>Survey Results – Summer Meeting</p> <p>The results of the summer meeting survey indicated that Board members would like to hold a summer meeting on August 11. The discussion will be around the Board's role for advocacy by identifying key issues facing AMHS that the Board should have a position on.</p> <p>Other items for discussion identified that could be added to future meetings were SE Medical Withdrawal and the new normal post-COVID.</p>	
6.	<p>Joint Executive Directors' Report</p> <p>Carol Ravnaas and Betty Jo Dean provided highlights of their pre-circulated Joint Executive Directors' Report including planning and activities updates, the Cultural Values Engagement Project, collective bargaining, and service status.</p>	
7.	<p>Other/New Business</p>	

Item	Topic	ACTION/MRP
	There was no other or new business presented.	
8.	Round Table a) OHT Update – Dr. Morrison to update the Board at a future meeting.	
9.	Adjournment The meeting was adjourned at 3:30 on a motion by E. Leslie, seconded by M. Jobin.	
10.	Date of Next Meeting TBD The date of the next AMHS Board meeting will be on August 11, 2021. Work Plan Items: <ul style="list-style-type: none"> • Summer Board Meeting • Generative Discussion • Q1 Review of Joint Executive Work Plan and QIP report 	

Board Portal: <https://board.amhs-kfla.ca/wp-login.php>

Chair: Scott Semple

Vice-Chair: Jennifer Foster

Secretary: Emily Leslie

Treasurer: Dr. David Messenger