

# AFS BOARD OF DIRECTORS – GOVERNANCE COMMITTEE MEETING MINUTES

Wednesday, November 22, 2023  
12:15 pm  
Microsoft Teams – Virtual



## ATTENDANCE

**AFS Board of Directors:**  Sean Halliday  William Johnson  Wes Lavergne  
 James Agnew

**AFS Staff:**  Ali Juma, Chief Executive Officer  Obianuju Fadjo, Executive Assistant  
Brenda Clarke, Community Services & Strategic Initiatives Manager

**Youth Representatives:**

**Regrets:** Megan Bernard

## MINUTES

### 1.0 Quorum

Quorum established.

### 2.0 Call to Order

Meeting called to order at 12:15 pm.

### 3.0 Review of Agenda

The committee reviews the agenda as presented.

MOTION

BIRT, the committee approves the October 25, 2023, agenda as presented.

Moved by: William Johnson

Seconded by: Wes Lavergne

All in favour.

CARRIED.

#### 4.0 Approval of Previous Minutes

The committee reviews the minutes as presented.

MOTION

BIRT, the committee approves the October 25, 2023, minutes as amended.

Moved by: William Johnson

Seconded by: Wes Lavergne All in favour. CARRIED.

#### 5.0 New Business

##### a. Youth DTL/NNM Presentation – Deferred to the December Board Meeting

Brenda to confirm from the group regarding their availability for the December Board meeting presentation.

##### b. Document Control

Discussions on how document control is handled at AFS. Ali states that document control is within the purview of the Executive Assistant. However, due to changeover in the position, there has been some challenges with uniformity and records control. The current EA, Uju, will develop a process that will provide an organized system of documentation.

Include this as a standing item. Bill Suggested using dating system to identify when a document was revised or updated.

#### 6.0 Ongoing Business

##### a. Diversity Assessment Tools – Update from Ali

No further update.

##### b. By-Law Review

No further update. Bill will coordinate with Wes and Sean in the new year for the review

##### c. Land Acknowledgement

The Land Acknowledgement is based on Thunderbay's land acknowledgement. It is composed of merged documents. The Leadership Team will provide feedback on the latest version of the document and will make it available for the board to review in the December board meeting. The aim of the revised version is to make it less cumbersome and succinct. The need to condense it for the Board and make it.

A copy of the land acknowledgement was read and discussions ensued. Ali to send the two versions to the Committee.

##### d. Joint Board Training

Ali stated that he had invited Susan Switman from Children's Mental Health Service to provide a board presentation for the five board in March. In addition, there would be a brief on Ontario Health at the presentation. Ali to reach out to his colleagues in order to agree on a date in March 2024 for the joint board training.

##### e. Strategic Planning

Ali expressed dissatisfaction and challenges with Laridae in that it appears to be a re-work of the previous strategic plan. There was a revision on the strategic priorities. The aim is to present the revised strategic priorities to the December board meeting for the board to endorse.

**f. AFS Board Work Plan**

There is a need to develop a 2023-2024 work plan. The plan is to include an EDI in the updated version.

**7.0 Standing Items**

**a. Website Transparency**

No update. Brenda and Emily to update the website with the Committee minutes and policies by the next meeting in January.

**b. Youth Advisory**

The youth are actively involved in the decisions that are made at the Hub. Brenda offers the board members an opportunity to visit the hub for a tour. There is progress in the Youth Hub facility; however, some equipment and appliances have not been installed. In the process of recruiting a Youth Wellness Hub Coordinator.

**8.0 Other Business**

**9.0 Next Meeting**

January 17, 2023

**10.0 Adjournment**

**MOTION**

BIRT, the committee moves to adjourn the meeting at 1:02 pm.

Moved by: Wes Lavergne

Seconded by: James Agnew

All in favour. CARRIED.

Submitted by: Obianuju Fadijo, Executive Assistant