Marathon
Family Health Team
22 Peninsula Road, Marathon, ON P0T 2E0
Tel: 807.229.3243 **Fax**: 807.229.2672

MFHT BOARD OF DIRECTORS MEETING MINUTES

DATE: September 10, 2025
LOCATION: MFHT - The Open Door: A Space for CARE
TIME: 9:15 AM to 11:30AM

Present: Laura Coyle, Lily DeMiglio, Nancy Fitch, Michèle Lajeunesse*, Eliseo Orrantia, and Beth Ryan
By Invitation: Melanie Bouchard*
Regrets: Megen Brunskill, Shelly Livingston

**Denotes non-voting member*

Sections	Agenda Items	Meeting Minutes
1. Opening Items	**1.1 Check-In** Check-in from participants in attendance.	
	1.2 Action Item Review ☑ ~~ML to email board to recruit two directors for the Board policy review subcommittee~~ ☐ ML to outline risk to MFHT re: Service Agreements and draft Conflict Resolution Strategy for presentation at September Board meeting - Ongoing ☑ ~~ML to outline deliverables for ED position over her first year as ED~~	
	1.3 Approval of Agenda Agenda approved. The Board requested that future meeting agendas include estimated timing for each item and adopt a consent-based agenda format.	
	1.4 Approval of Previous Meeting Minutes May 2025 MFHT Board meeting minutes approved. Current and future MFHT Board meeting minutes to be posted to MFHT website.	
	1.5 Declarations of Conflict of Interest No conflicts declared.	

<table>
<tr><td rowspan="4">2. Committee Reports</td><td>2.1 Governance

The Board received an update on governance materials and reviewed proposed policy revisions.

DECISIONS:
External Communications and MFHT Logo Usage Policy approved.
Smudging and Sacred Practices Policy approved.
Executive Director Job Description approved.
Executive Director Deliverables 2025-3036 approved.
Executive Director 360 Evaluation Template approved.</td></tr>
<tr><td>2.2 Finance

The Board received an update on financial matters for the reporting period, including information related to funding and wage guidance from Ontario Health.

DECISION: The Board approved an employee compensation adjustment based on Ontario Health’s 2025–2026 guidance.</td></tr>
<tr><td>2.3 Human Resources

The Board received an update on human resources matters.

DECISION: The Board approved an administrative adjustment related to payroll processes.</td></tr>
<tr><td>2.4 Risk Management

The Board received an update on risk management matters for information only. No decisions were required.</td></tr>
<tr><td rowspan="2">3. Organizational Updates</td><td>3.1 Strategic Plan Update

The Board received an update on ongoing strategic planning activities.

TASK: NF and ML will present the draft strategic plan survey to the Enhancing Indigenous Relationships Committee to ensure the questionnaire reflects an Indigenous lens.

DECISION: The Board approved proceeding with the draft surveys and using the previous Patient Satisfaction Survey as a foundation, incorporating additional questions related to programming and access.</td></tr>
<tr><td>3.2 Programs / Initiatives Update</td></tr>
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	The Board received an update on current programs and initiatives for information only. No decisions were required.
4. Other Updates	**4.1 Noojmawing Sookatagaing Ontario Health Team Update** The Board received an update on OHT activities for information only. No decisions were required.
5. In Private Session	**5.1 In-Private Discission** The Board moved in-private to discuss confidential matters. No decisions were required.
6. Adjournment	**6.1 Check-out** Check out from participants in attendance.

TASK(S):

- [ ] NF & ML to present strategic plan survey to Enhancing Indigenous Relationships committee to ensure an indigenous lens on the patient survey questionnaire