



Marathon

Family Health Team

22 Peninsula Road, Marathon, ON P0T 2E0
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MFHT BOARD OF DIRECTORS MEETING MINUTES

DATE: January 14, 2026

LOCATION: MFHT - The Open Door: A Space for CARE

TIME: 9:15AM to 11:30AM

Present: Laura Coyle, Michele Lajeunesse*, Megen Brunskill, Nancy Fitch, Lily DeMiglio,

Virtual: Eli Orrantia, Beth Ryan

By Invitation: Melanie Bouchard, Brittany Stinson-McGee

Regrets: Shelly Livingston

**Denotes non-voting member*

Agenda Items	Meeting Minutes
1. Opening Items	1.1 Check-In Check-in from participants in attendance
	1.2 Action Item Review <ul style="list-style-type: none"> <input type="checkbox"/> ML to outline risk to MFHT re: Service Agreements and draft Conflict Resolution Strategy - Ongoing <input checked="" type="checkbox"/> ML to arrange a Board education session on Patient Advisory Committees, focusing on their role and how they may interact with or support Boards. <input checked="" type="checkbox"/> ML and MC to confirm the accuracy of the reported childhood vaccination data. <input checked="" type="checkbox"/> ML to connect with Shelly Livingston (NNHC) and James Anderson (Dilico) regarding childhood vaccination data for the community of Netmizaaggamig. <input checked="" type="checkbox"/> ML to share the draft Strategic Plan with the Board in December, with a potential opportunity for further discussion at an ad hoc meeting. <input checked="" type="checkbox"/> ML to bring forward a risk analysis related to MFHT becoming the SPO for RAAM and HaCC programs. <input checked="" type="checkbox"/> ML to locate, update, or create a policy on sponsorship.
	1.3 Approval of Agenda Consent Agenda approved with the exception of the Human Resources Update, which was moved to Committee Reports for discussion.
	1.4 Declarations of Conflict of Interest



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	No conflicts of interest were declared.
2. Consent Agenda	<p>2. Consent Agenda</p> <p>The following items were included in and approved through the Consent Agenda:</p> <ul style="list-style-type: none"> • November 2025 Meeting Minutes • Finance Update • Noojmawing Sookatagaing OHT Update • Executive Director Report
3. Board Education	<p>3. Board Education</p> <p>The Board received a presentation on Patient and Family Advisory Councils from Brittany Stinson-McGee from the Noojmawing Sookatagaing Ontario Health Team.</p>
4. Committee Reports	<p>4.1 Governance</p> <p>The Board received an update on governance matters and reviewed new draft policies.</p> <p>DECISION: The Board approved the Draft Sponsorship & Donation Policy in principle, with the understanding that it will be revised to clarify the acceptance of patient gifts, including limits on personal acceptance and expectations regarding gifts accepted on behalf of MFHT.</p> <p>DECISION: The Board approved the Draft Senior Leadership & Conflict Resolution Policy with the caveat that the policy include a statement about mediation if a resolution cannot be reached.</p> <p>DECISION: The Board approved the Executive Director Collaboration Protocol with the caveat that that the policy include a statement about mediation of any conflicts that cannot be resolved.</p> <p>The Board requested that all revised draft policies be brought back for final Board review at the March 2026 meeting, followed by legal review prior to finalization.</p> <hr/> <p>4.2 Risk Management</p> <p>The Board received an update on risk management and reviewed a new draft policy.</p> <p>The Board requested that the Draft Home Visit Policy & Procedure be revised to include a condensed policy format, and that references be included where available.</p> <p>The Board agreed to review and approve the revised policy via email.</p>



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	<p>4.3 Human Resources</p> <p>The Board received an update on human resources.</p> <p>The Board identified potential organizational risks related to learners under external supervision placed with the organization and requested that the ED provide additional information by email regarding risk assessment and mitigation strategies.</p>
5. Organizational Updates	<p>5.1 Programs Update</p> <p>The Board received an update on current programs and upcoming opportunities.</p>
	<p>5.2 Strategic Plan Update</p> <p>The Board reviewed the draft 2026-2029 Strategic Plan.</p> <p>The Board reviewed the Strategic Plan Graphic and made some suggested changes including changing the work 'systems' to 'infrastructure' as well as including images that can be tied to specific strategic directions. The Board approved the Strategic Plan graphic with these minor changes.</p> <p>Next steps discussed, including operationalizing the Strategic Plan and developing an annual operation plan.</p> <p>DECISION: The Board approved the Strategic Plan, effective February 2, 2026.</p>
6. Adjournment	<p>6.1 Check-out</p> <p>Check-out from participants in attendance</p>

Action Items:

- ML to outline risk to MFHT re: Service Agreements and draft Conflict Resolution Strategy
- ML to revise the Draft Sponsorship & Donation Policy to include redirection of donations to not-for-profit organizations and include value of gifts policy applies to.
- ML to update the Draft Senior Leadership & Conflict Resolution Policy to clarify the acceptance of patient gifts and expectations regarding gifts accepted on behalf of MFHT
- ML to revise the Executive Director Collaboration Protocol to include a provision for mediation of any conflicts that cannot be reached.
- ML to seek legal guidance on Draft Sponsorship & Donation Policy, Draft Senior Leadership & Conflict Resolution Policy and Draft Executive Director Collaboration Policy
- ML to revise Draft Home Visit Policy to condense policy and include references and circulate via email to the Board for approval.
- ML to seek clarification regarding external supervision of learners and will report back to the Board via



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email prior to entering into an affiliation agreement for the prospective learner.

- ML to share Noojmawing Sookatagaing Ontario Health Team presentation with the Board
- ML to update the Strategic Plan Graphic to include the work 'infrastructure' rather than 'systems' and include images to be tied to strategic directions
- ML will discuss the Patient Advisory Committee with the Governance Committee to explore opportunities to optimize the committee's use.