



**Minutes of the Board of Directors Meeting
Community Living British Columbia
Tuesday, January 30, 2007
Airport Square –Marine Two Room**

Attendees:

Lois Hollstedt (Chair)
Amanda Lennard
Colleen Hay
George Fulcher
Harvey Venier

Ken Crump
M. Lynn Rolko
Maurice Mourton
Rod Gunn
Teresa Azak

Regrets:

Joan Rush

Presentations:

Brian Berglund
Joyce McDonald
Carol Goozh

Doug Woollard
Brian Salisbury

Staff:

Rick Mowles (CEO)
Josefina Marchetti (Recorder)

Call to Order:

The Chair called the meeting to order at 11:03 and welcomed the members.

Agenda:

The agenda was reviewed and accepted with the addition of one item "Meetings with Families" to be presented by Doug Woollard

Minutes of the Board meeting of November 28, 2006:

The Board reviewed the draft of the Minutes of the November 28, 2006 meeting.

Motion

It was moved by George Fulcher, seconded by Lynn Rolko, to approve the minutes of the Board meeting held on November 28, 2006. ***Carried***

IT Update:

Brian Berglund, CIO, presented an overview of the IT Implementation Plan and the changes that have taken place. This report is an update version of the report submitted to the Board in May 2006. He also reported on the IT Development Plan and the IT Budget and Expenditures. He noted training has been expanded to include on the job support, that the budget is on target and the timing of segment implementation has been adjusted to better accommodate work place realities. Joyce McDonald, Implementation Manager, demonstrated the PARIS system.

Advisory Committee

Brian Salisbury, Director of Strategic Plan, presented on behalf of the Board Committee (Amanda Lennard, Colleen Hay and Brian Salisbury) the proposed slate for the Advisory Committee members developed after the public call for nominations. The Committee will have an orientation session on February 27 and 28. On February 27 the members of the Committee will have the chance to meet the Board, attend the Board meeting and learn more about CLBC's work.

Motion

It was moved by Maurice Mourton, seconded by Rod Gunn, to approve the proposed slate for the Advisory Committee. ***Carried***

Operational Plan Update

Brian Salisbury presented a status report on CLBC's 2006-2009 Operational Plan and reminded the Board that a meeting will take place on February 26, 2007, from 9:00 to 16:00, to go through the whole plan to review the status and decide what changes, if any, would be required.

Communications

Sally Greenwood, Director of Communications, presented a draft of critical issues summary to support the Board in community discussions. The Board requested this document to be updated on a quarterly basis.

Community Councils Update

Doug Woollard, Vice-President Community Planning & Development, presented the nominations for the Community Councils in the following regions: Surrey (additional candidates), Thompson-Cariboo (additional candidates), Central Island, North Region, North Shore-Sunshine Coast, South Island, South-Central Okanagan, Vancouver and West Kootenay.

Motion

It was moved by Rod Gunn, seconded by Maurice Mourton, to approve all the nominations for the Community Councils in the above regions, as presented.

Carried

Meetings with Families

Doug Woollard presented a report on Meetings with Families and Self-Advocates from September 21, 2006 to January 22, 2007 in order to determine response to community. The meetings included one to one and large community events. A total of 142 meetings were held in the 4 month period by the Community Planning & Development managers who met with families to review issues, comments and concerns.

Joint Managers Update

Carol Goozh, Vice-President Quality Services, and Doug Woollard presented a status report of issues identified at the Quality Services and Community Planning & Development managers meeting that took place in October 2006. The items presented in this report were Crisis Response, Professional Development, Operational Systems and Public Credibility. Systems and training have been focused on these priorities.

Corporate Services

- Finance & Audit Committee Minutes

Ken Crump, Chair of the Finance & Audit Committee presented to the Board the minutes of the meeting held on November 23, 2006.

Motion

It was moved by Ken Crump, seconded by Colleen Hay, to approve the minutes of the Finance & Audit Committee meeting held on November 23, 2006. **Carried**

- Financial Statements

Ken Crump presented the CLBC Financial Statements for the period ending December 31, 2006. The Statements included the Statement of Operations, Statement of Financial Position, Statement of Changes in Net Assets and Statement of Cash Flows and indicated the objectives are on target.

- Delegation of Financial Authority

Ken Crump presented the Delegation of Financial Authority policy. This policy is intended to delegate authority to the CEO for financial transactions and to establish an internal control mechanism.

Motion

It was moved by Ken Crump, seconded by Harvey Venier, to approve the Delegation of Financial Authority policy. **Carried**

- Terms of Reference of the Finance & Audit Committee

The Terms of Reference of the Finance & Audit Committee are established by the Board. The current terms of reference were developed from the ones applied to the Interim Authority for Community Living. These terms required to be updated to ensure compliance with the best practices outlined in the last Auditor General's report. Ken Crump presented a draft of the updated Terms of Reference for the Board's approval.

Motion

It was moved by Ken Crump, seconded by Colleen Hay, to approve the Finance and Audit Committee Terms of Reference, as presented. **Carried**

CEO Report

- **Fahlman Case**, CLBC lost the appeal. The Court decision states that CLBC is not allowed to use "only" the 70 IQ as eligibility criteria.
- **Children Services**, Areas of responsibility continue to be reviewed.
- **Provincial Assessment Centre**, requires a new location but now there is no rush, as BCBC is not selling the property at thistime.
- **Strategic and Operational Plans Session**, on February 26, 2007 the Board and CLBC's senior management will have a full day session to go through the Plan. Bobbi Noble has been invited to facilitate the session.
- **Smithers**, CLBC is working with families to improve services.
- **Coaching (Managers)**, Suzanne Veit (ex Deputy Minister) and Gary Wilson (ex Telus VP of Strategic Integration) have been hired to coach and support the Community Planning & Development managers and the Quality Services managers, as part of our staff development.

Board Terms

Board terms for reappointments and new appointments have not been appropriately staggered and as a result, the expiry dates currently would have everyone leave the board on the same date. When CLBC was created a staggered expiry date had been agreed to. The Board agreed the Chair should review and adjust the list to reflect the earlier agreement.

New Finance & Audit Committee Member

The Chair announced that Harvey Venier was invited to be a member of the Finance & Audit Committee and that he accepted. The Chair thanked Mr. Venier.

Next Meeting

The next Board meeting will take place on Tuesday, February 27, 2007 at 11:00am.

Adjournment

There being no further items to discuss, the public segment of the meeting was adjourned at 14:40 pm.

In-Camera

The Board moved into an in-camera session at 14:42 to discuss the Service Plan, and emerged from the session at 15:00.

Motion

It was moved by Ken Crump, seconded by Lynn Rolko, to approve the Service Plan, as presented. ***Carried***