



**Minutes of the Board of Directors Meeting  
Community Living British Columbia  
Tuesday, March 27, 2007  
Marine One Room  
CLBC Headquarters**

**Attendees:**

Lois Hollstedt (Chair)	Harvey Venier	Maurice Mourton
Amanda Lennard	Joan Rush	Rod Gunn
Colleen Hay	Ken Crump	Teresa Azak
George Fulcher	M. Lynn Rolko	

**Presentations:**

Brian Salisbury (Director Strategic Plan)  
Aimee Morry (Self Advocate Advisor)  
Carol Goozh (Vice-President Quality Services)  
Richard Hunter (Vice-President Corporate Services)

**Staff**

Rick Mowles (CEO)  
Josefina Marchetti (Recorder)

**Call to Order**

The Chair called the meeting to order at 11:02.

**Agenda**

The agenda was reviewed and accepted, as circulated.

**1. Minutes of the Board Meeting of February 27, 2007**

**Motion**

It was moved by George Fulcher, seconded by Joan Rush, to approve the Minutes of the Board meeting held on February 27, 2007, as circulated. ***Carried***

**2. Self Advocate Advisor Update**

Aimee Morry, Self Advocate Advisor, presented a progress report on the Self Advocate Advisor's work plan. Since October 2006 she had travelled to 21 communities and has connected with 550 self-advocates, 29 advisors, 125 family members and 165 stakeholders. There are several ongoing initiatives with involvement of self advocates in leadership roles, creation of a brochure on safeguards, expansion of an email distribution list currently in use, creation of a plain language document to support self advocates in Community Councils, among others. Ms. Morry expressed her satisfaction for the good response and interest shown by self advocates, families and community members. The Board thanked Aimee Morry for the presentation.

**3. CLBC Evaluation – Proposal for an External Progress Review**

Brian Salisbury, Director of Strategic Plan, presented a proposal for an external progress review.

**Motion**

It was moved by Maurice Mourton, seconded by Rod Gunn, to approve proceeding with the development of the "External Progress Review". ***Carried***

#### **4. Adult Family Care – Health & Safety Checklist Project**

Carol Goozh, Vice-President of Quality Services, presented the second report on the Health & Safety Checklist Project. The safeguards initiative was developed to review all unlicensed and unaccredited CLBC contracted family care homes and ensures that follow-up and support take place and that safe and high quality environments are provided. This second report shows that, as of March 2007, there are 1452 unlicensed CLBC contracted family care home and that 1372 have had at least one monitoring visit and by year end all will be visited. The Board recognized the importance of this checklist and thanked Carol Goozh for the presentation.

#### **5. Safeguards Updated**

Carol Goozh presented the Safeguards Project Status Report, as requested by the Board in its September meeting. The development of the Safeguards will ensure that supports and services are provided in a safe and high quality manner. The project continues to unfold and it is expected to be completed in 08/09.

#### **6. Corporate Services**

##### **a) Minutes of the Finance and Audit Committee meeting of February 21/07**

##### **Motion**

It was moved by Joan Rush, seconded by Colleen Hay, to approve the Minutes of the February 21, 2007 meeting of the Finance and Audit Committee. **Carried**

##### **b) Service Providers Cost Pressure**

Ken Crump, Chair of the F&A Committee, stated that the Government has funded \$2.08 million for family care home providers and non-union service providers for 2007/08. The F&A Committee during its March 2007 meeting agreed to recommend to the Board the approval of a one-time payment for 2006/07 equivalent to 2% for family care homes and 1.6% for other service providers who did not benefit from an inflationary increase in 2006/07

##### **Motion**

It was moved by Maurice Mourton, seconded by Joan Rush, to approve a one-time payment for 2006/07 equivalent to \$2,676,000 for family care homes and other service providers who did not benefit from an inflationary increase in 2006/07. **Carried**

##### **c) CLBC Financial Statements for the Period Ending Feb. 28, 2007**

Ken Crump presented the CLBC financial statements for the eleven months ended February 28, 2007. The document included the statement of operations, the statement of financial position, the statement of changes in net assets and the statement of cash flow. Mr. Crump advised that the forecast surplus for the year is now less than \$ 1 million and he does not anticipate any significant change from this forecast in the final month of the fiscal year.

##### **Motion**

It was moved by George Fulcher, seconded by Rod Gunn, to approve the CLBC Financial Statements for the Period Ending February 28, 2007, as presented. **Carried**

##### **d) Policies**

- Auditor Independence
- Financial Management & Control
- Theft, Fraud & Corruption

- *Travel Expenses*
- *Conflict of Interest (Board)*
- *Conflict of Interest (Employees)*

The F&A Committee during its March meeting agreed to recommend the approval of all the above policies by the Board.

**Motion**

It was moved by Joan Rush, seconded by George Fulcher, to approve the Auditor Independence Policy, the Financial Management & Control Policy, the Theft, Fraud & Corruption Policy, the Travel Expense Policy, the Conflict of Interest (Board) Policy and the Conflict of Interest (Employees), as presented. ***Carried***

**e) Performance Reporting to the Board**

Richard Hunter presented a draft of the Performance Reporting to the Board which is an approach to monitor performance at CLBC. Indicators to monitor that include Service Delivery, Financial, Human Resources, Innovation, Community Integration & Development and Quality of Life & Safety are being developed. This is an ongoing project and Mr. Hunter will work along with Lois Hollstedt and Ken Crump. The Board thanked Richard Hunter for his presentation.

**7. CEO Report**

Province Tour – the CEO is travelling the province and will continue until May 30, 2007. He is meeting with service providers and the meetings are producing excellent dialogue.

Family Model Home – The Union withdrew from negotiations.

Sun Run and CLBC Staff Conference – There will be a great participation.

Contract Management System – A project to move all service provider contracts to electronic system is underway.

Smithers – Recent meeting with families was well received.

**8. Terms of the Board Members**

At its January 2007 meeting, the Chair reviewed and adjusted the list of Board members' terms to reflect the agreement of staggered expiry. The Chair indicated the Provincial Board Resourcing Office will base the renewals on the agreement.

**9. Board Meeting Dates**

The Board reviewed the future meeting dates. The schedule is as follows:

April 24	CLBC Headquarters-Vancouver
May 29	No meeting scheduled
June 13	Prince George – Coast Inn of the North Hotel
June 26	No meeting scheduled
July 31	CLBC Headquarters-Vancouver

**Adjournment**

There being no further items to discuss, the public segment of the meeting was adjourned at 13:40.

**Next Meeting**

The next meeting will take place on Tuesday, April 24, 2007 at 10:00 am.

**In Camera**

The Board moved into an in-camera to begin the CEO performance review. The Board emerged from the in-camera at 13:50.