



**Minutes of the Board of Directors Meeting  
Community Living British Columbia  
Tuesday, March 31, 2009.**

**Attendees:**

Lois Hollstedt (Chair)	Ken Crump
Amanda Lennard	Darryl Harand
Maurice Mourton	Rod Gunn
Harvey Venier	Teresa Azak
Joan Rush	Colleen Hay
Lee Doney (via teleconference until 12:30PM)	

**Presentations:**

Doug Woollard (VP, Community Planning and Development)  
Carol Goozh (VP, Policy and Program Development)  
Brian Salisbury (Director, Strategic Planning)  
Jim Anderson (Director, Information Technology)  
Linda Moyneur (Manager, Provincial Assessment Centre)  
Bryan Oulton (Facilitator, Leadership Development Candidate)

**Staff:**

Rick Mowles (CEO)  
Richard Hunter (VP, Corporate Services)  
Rena Donald (Recorder)

**Call to Order:**

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

**Agenda:**

The agenda was reviewed and Terms of Reference if the Advisory Committee was added.

**1. Minutes of the Board Meeting – February 24, 2009**

Harvey Venier suggested that the wording of item 4. C should be changed to reflect the order of the Audit Committee's external audits: "currently being conducted by KPMG, Powell Dorian, and Deloitte, on the Contract Management System, Cash Disbursements, Paris and Risk Management."

### Motion

It was moved by Maurice Mourton, seconded by Ken Crump, to approve the minutes of the Board of Directors meeting held on February 24, 2009 as amended.

*Carried Unanimously*

### **2. Provincial Assessment Centre**

Doug Woollard and Linda Moyneur presented a report on Fiscal 08/09. Goals for the next fiscal year include improving relationships with Developmental Disability Mental Health Staff teams, as well as developing the written practice guidelines and establishing joint training for CLBC and DDMHS staff.

### **3. CLBC/Ministry of Health Protocols**

Carol Goozh presented a report titled "Adults with Developmental Disabilities: Guidelines for Collaborative Service Delivery Between CLBC, Regional and Provincial Health Authorities, the Ministry of Housing and Social Development, and the Ministry of Children and Family Development." The purpose of these guidelines is to provide direction and support to regional providers in the development of policies and processes appropriate to meet the needs of adults with developmental disabilities in an integrated and sustainable manner. Some discussion followed and Carol confirmed that these guidelines are expected to be finalized in the next four to five months.

### **4. Information Technology Update**

Jim Anderson and Allan Bamborough presented an update on Information Technology at CLBC. The update included current ongoing projects as well as project plans for the next fiscal.

### **5. Corporate Services**

#### **A) Minutes of the Finance & Audit Committee Meeting of February 23, 2009**

##### Motion

It was moved by Colleen Hay, seconded by Harvey Venier, to approve the minutes of the Finance & Audit Committee meeting of February 23, 2009.

*Carried Unanimously*

#### **B) Financial Statements of the Eleven Months Ended February 28, 2009**

Ken Crump and Richard Hunter presented the Financial Statements of the eleven months ended February 28, 2009. Some discussion followed.

#### **C) Performance Monitoring**

Ken Crump presented a scheduled Performance Report on Communications prepared by Roz Ingram. Some discussion followed.

#### **D) PARIS Internal Audit Update**

Ken Crump presented an update on the PARIS Internal Audit completed by P. Reimer & Associates Ltd.

**E) Enterprise Risk Management**

Ken Crump presented an information update on Enterprise Risk Management. Some discussion followed.

**6. 2009/2010 Operational Plan**

Brian Salisbury and Bryan Oulton presented the 2009/2010 Draft Operational Plan. Some discussion followed. The Board requested that the Performance Measures section be amended and brought back to the Board at the next meeting.

**7. Community Councils – Advisory Committee to the Board of Directors**

Lois Hollstedt circulated the Advisory Committee Terms of Reference and suggested some changes. Some discussion followed. This report will be discussed further at the next meeting.

**8. CEO Report**

Rick Mowles presented the monthly CEO report.

**A)** Successful CEO tour to meet staff around the province.

**B)** Rick Mowles and Rod Gunn attended the official opening of the Centre for Inclusion and Citizenship at the University of British Columbia School of Social Work on March 26<sup>th</sup>, 2009.

**In Camera**

The Board moved into an In Camera session at 2:23PM to discuss HR issues.

**Next Meeting and Adjournment**

There being no further business, the meeting was adjourned at 2:28PM. The Chair announced that the next meeting will be held on Tuesday, April 28, 2009, at 11:00AM.