



**Minutes of the Board of Directors Meeting
Community Living British Columbia
Tuesday, September 29, 2009**

Attendees:

Lois Hollstedt (Chair)
Colleen Hay
Rod Gunn
Joan Rush

Ken Crump
Maurice Mourton
Teresa Azak

Regrets:

Harvey Venier
Darryl Harand

Presentations:

Doug Woollard (Vice President, Organizational Development)
Richard Hunter (Vice President, Corporate Services)
Carol Goozh (Vice President, Policy and Program Development)
Brian Salisbury (Director, Strategic Planning)
Roz Ingram (Director, Communications)
Megan Tardif (Manager, Projects)
Sylvie Zebroff (Family Partnership Advisor)

Staff:

Rick Mowles (CEO)
Rena Donald (Recorder)

Call to Order:

The Chair called the meeting to order at 11:04AM and welcomed the members.

Agenda:

The agenda was reviewed and "Board Vacancies" was added, to be discussed in camera.

1. Minutes of the Board Meeting – July 28th, 2009

Motion

It was moved by Colleen Hay, seconded by Maurice Mourton, to approve the minutes of the Board of Directors meeting held on July 28th, 2009.

Carried Unanimously

2. Family Partnership Advisor

Brian Salisbury introduced Sylvie Zebroff, the new Family Partnership Advisor. Sylvie presented an overview of her plans for the next year. Her primary goals include helping to make CLBC a family friendly organization; acting as a resource to staff to help facilitate this, as well as to build family capacity and resiliency. She will be holding regular, regional “take the pulse” meetings, using Survey Monkey to obtain feedback, developing a new webpage, as well as building supports and dialogue with families.

3. Community Council/Advisory Committee

Doug Woollard and Megan Tardif presented a report on proposed changes to the 17 Community Councils as well as the draft Terms of Reference for the Community Councils.

Motion

It was moved by Ken Crump, seconded by Rod Gunn, to approve the submitted Terms of Reference for the Community Councils.

Carried Unanimously

Brian Salisbury presented the draft Terms of Reference for the Provincial Advisory Committee.

Motion

It was moved by Colleen Hay, seconded by Joan Rush, to approve the new Terms of Reference for the Provincial Advisory Committee with recommended changes.

Carried Unanimously

4. Queenswood Report Update

Doug Woollard presented an update on the bi-monthly Queenswood Report submitted to the Ministry of Housing and Social Development.

5. Children’s Transfer Update

Carol Goozh presented an update on the status of the Children’s Transfer. The governance committee for Children’s Transfer is made up of Carol Goozh, Doug Hughes (MCFD) and Harb Sihota (MHSD). Several working groups have been formed to handle necessary areas such as Contract Transfer, Budget Transfer, Staff Transfer, and several others.

6. Community Living Month

Roz Ingram presented an overview of the details of Community Living Month. Community Relations Specialists Rachel Schmidt and Caitlyn Sassaman presented the Board with a brief update on their recent presentations to MLAs and various community officials.

7. Corporate Services

A) Minutes of the Finance & Audit Committee Meeting of July 24th, 2009

Motion

It was moved by Maurice Mourton, seconded by Colleen Hay, to approve the minutes of the Finance & Audit Committee meeting of July 24th, 2009.

Carried Unanimously

B) Performance Monitoring Reports

Ken Crump presented three Performance Monitoring Reports: Communications, Complaints, and Self-Advocate/Family Survey.

C) Financial Statements of the 5 Months Ended August 31st, 2009

Ken Crump and Richard Hunter presented the Financial Statements for the five months ended August 31st, 2009.

D) CEO Expenses

Ken Crump informed the Board that in accordance with the Finance & Audit Committee calendar, an analysis of the CEO's expenses for the past fiscal year was presented by Richard Hunter at the September 25th, 2009, Finance & Audit Committee meeting, reconciling to the information submitted in the Financial Information Act.

E) Financial Information Act

Ken Crump informed the Board that he had reviewed and approved the Financial Information Act submission on behalf of the Board and it has been filed as required by September 30th

E) Financial Statutory and Regulatory Compliance

Ken Crump advised the Board that the Committee reviewed the Financial Statutory and Regulatory Compliance report prepared by management and reported that CLBC was compliant in all respects other than a WorkSafe BC issue which is under appeal and has been reported previously to the Board.

7. CEO Report

Rick Mowles presented the monthly CEO report.

A) Community Councils Nominations

Motion

It was moved by Maurice Mourton, seconded by Ken Crump, to appoint Edwina Jeffrey, for a 2 year term, to the Surrey Community Council.

Carried Unanimously

B) Conference Sponsorship

Motion

It was moved by Maurice Mourton, seconded by Joan Rush, to approve the sponsorship of the Health and Well Being of Individuals with Developmental Disabilities Conference, in the amount of \$5,000, as requested by the Department of Interprofessional Continuing Education at the University of British Columbia.

Carried Unanimously

In Camera

The Board reviewed names for possible referral to the Minister for existing and future board vacancies.

Next Meeting and Adjournment

There being no further business, the meeting was adjourned at 2:50. The Chair announced that the next meeting will be held on Tuesday, October 27, 2009, at 11:00AM.