



COMMUNITY LIVING
BRITISH COLUMBIA

**Minutes of the Board of Directors Meeting
Community Living British Columbia**

**Tuesday, October 31, 2006
From 11:00am to 3:45pm
Airport Square –Marine One Room**

Attendees:

Lois Hollstedt (Chair)
Amanda Lennard
Colleen Hay
George Fulcher
Joan Rush

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

Presentations:

Carol Goozh Brian Salisbury
Doug Woollard Richard Hunter

Staff:

Rick Mowles (CEO)
Josefina Marchetti (recorder)

Call to Order

The Chair called the meeting to order at 11:05.

The Chair welcomed and introduced the new Board member Teresa Azak.

Agenda

The agenda was reviewed and accepted with the addition of two items in the Corporate Services tab (6): Auditor Independence Policy and Financial Authority.

Minutes of the Board Meeting of September 26, 2006

The Board reviewed the minutes made the following amendment, the name "Service Accountability and Safeguards Project Work Plan" is changed to "Service Accountability and Safeguards *Draft* Project Plan".

Motion

It was moved by George Fulcher, seconded by Maurice Mourton, to approve the minutes of the Board meeting of September 26, 2006 with the above amendment.

Carried

Community Councils

Community Councils will be selected to represent communities by 17 CPD offices.

Doug Woollard, vice president community planning & development, explained the selection process and presented the Board with the nominations for the Vernon Community Council.

Motion

It was moved by Maurice Mourton, seconded by Lynn Rolko, to approve the nominations for the Vernon Community Council, as submitted.

Carried

Joint Manager Meeting Summary Report

On October 5, 2006 all the community planning and development managers and the quality service managers met in CLBC's headquarters. The findings from that meeting were summarized and presented to the Board by Carol Goozh, vice president quality service, and Doug Woollard, vice president community planning & development. These findings included strengths, areas for attention, priority areas and solution seeking/problem solving approach.

The managers concluded that there is a need to prioritize initiatives. Carol Goozh and Doug Woollard will work with senior management on the main priorities to be achieved within the next year.

2007 – 2010 Service Plan

Brian Salisbury, director of strategic planning, presented the draft of the 2007-2010 Service Plan. The document reflects what CLBC plans to accomplish during the next three years. The Board will be able to review the final draft during its November 28 meeting which will be forwarded to the Minister by December 15, 2006.

Operational Plan Update

Rick Mowles, CEO, presented this executive summary report on the CLBC's Operational Plan for 2006/2009. The Operational Plan is based on the three year Strategic Plan.

Corporate Services

Treasury Board Update

Richard Hunter, VP Corporate Services, circulated a draft summary report of the Community Living BC 2007/08 Budget Submission to the Treasury Board.

Minutes of the September 6, 2006 F&A Committee Meeting

Ken Crump, Chair of the F&A Committee, presented the Board with the minutes of the Finance and Audit Committee meeting held on September 6, 2006.

Motion

It was moved by Ken Crump, seconded by Lynn Rolko, to approve the minutes of the F&A Committee meeting of September 6, 2006. **Carried**

Financial Statements

Ken Crump presented, for information purposes, the financial statements for the period ending September 30, 2006. The statements included the statement of operations, statement of financial position, statement of changes in net assets and statement of cash flow.

Auditor Independence Policy

Ken Crump presented the draft of the Auditor Independence Policy. This policy establishes principles and controls to assure that the auditors maintain an adequate degree of independence.

Financial Authority

Ken Crump presented a schedule of office leases between CLBC and BC Building Corporation.

Motion

It was moved by Ken Crump, seconded by Lynn Rolko, the schedule of lease commitments to be submitted to the F&A Committee for approval and the F&A Committee to recommend them for approval by the Chair of the Board of Directors.

Carried

CEO Update

Draft of the Shareholders of Letter of Expectation

The CEO provided the Board members with a draft copy of the 2006 Letter of Expectation.

Meetings in the North

The CEO informed the Board about the meetings he attended in Prince George, Smithers, Terrace and Kitimat.

Adult Transformation Working Group

The CEO announced that the last meeting of the Adult Transformation Working Group (ATWG) will take place on November 28, 2006.

Coroner's Inquest

The coroner's inquest in Prince George regarding the death of a person supported by MCFD is now over. The conclusion was "accidental death" and a list of recommendations will be forwarded to the parties.

New Website

The CEO informed that the new website is up and running with a new look and a more friendly format.

Residential Options Project

Meetings with families, individuals and service providers are ongoing. An interim report will be presented at the November 28 Board meeting.

Children Services

Ongoing discussion with MCFD and the Minister.

Innovations Project

31 proposals received. Additional information has been requested from four submissions.

Management Coaching

Laura Reid, from Arlyn Reid, has been hired to coach managers throughout the province on improving management processes and systems.

In Camera Session

The Board went in to an in camera session at 2:43 pm to discuss about the Board Self Evaluation and Human Resource Issues.

Next Meeting

The next Board meeting will take place on Tuesday, November 28, 2006 at 11:00 am.

Adjournment

Being no further items to discuss, the meeting was adjourned at 3:30 pm.