



**Minutes of the Board of Directors Meeting
Community Living British Columbia
Tuesday, February 26, 2008**

Attendees:

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

Regrets:

Ken Crump

Guests

Lesley du Toit, Deputy Minister
Elaine Murray, Director of Quality Services
Andrea Baker, Manager, Operational Development
Doug Woollard, VP Community Planning & Development
Richard Hunter, VP Corporate Services

Staff:

Rick Mowles (CEO)
Josefina Marchetti (Recorder)

Call to Order:

The Chair called the meeting to order at 10:04 and welcomed the members.

Agenda:

The agenda was reviewed and accepted with changes in the order of the items.

1. Minutes of the Board Meeting of January 29, 2008

The Minutes were reviewed and Joan Rush suggested changes to item 1) Dental Health Issues. The paragraph will read as follows:

“Joan Rush noted that people with disabilities, and especially the non-verbal, have great difficulty accessing necessary dental care because of their need to have dental work done under general anaesthetic. Joan explained that a significant part of the problem is the lack of operating

hours allocated to the specialized dental clinics. Rick Mowles, CLBC CEO, informed the Board that this is not a new problem and Paula Grant, CLBC Director Quality Assurance, has met with the MEIA and the Ministry of Health about this issue in the past. Paula Grant will resume conversations with MEIA and Health. Lois Hollstedt suggested that staff ask for Board support, if further action is required.”

Motion

It was moved by Joan Rush, seconded by Rod Gunn, to approve the Minutes of the Board meeting held on January 29, 2008 as amended. *Carried Unanimously*

2. Contract Management – Towards a Person Centred Approach

Elaine Murray, presented the person-centered approach to contracting that CLBC is implementing. In order to support this person-centered approach, CLBC has committed to four initiatives: Unbundling and individualization; costing guidelines, home sharing and implementation of the contract management system.

Home Sharing: Andrea Baker informed that a total of 1,600 service providers will be trained on home sharing standards. Approximately 700 have been trained during the past months. The purpose of the training is to ensure that service providers understand their roles, their responsibilities and the home sharing standards. The service providers have shown great interest in the sessions. Information manuals have been printed and all other forms have been posted to the website.

Elaine Murray briefed the Board on the status of the other three initiatives.

3. Community Development

Doug Woollard presented a report provided by the Community Development Task Force. The Task Force involved both facilitators and managers and the sessions were facilitated by John Talbot. The main goal was to define the term “community development”.

The Task Force recommended the following definition: “Community development is an intentional process of planned changes that helps build healthy communities. It is an inclusive process whereby community members come together to identify and solve common problems, develop citizen leaders and mobilize community assets and resources”.

Among other items, the report included a description of the current situation, a proposed direction for CLBC and some specific recommendations.

At 12:25 Lesley du Toit, Deputy Minister of MCFD, joined the meeting.

Members of the CLBC senior management staff joined the meeting for the presentation by the Deputy Minister.

4. Lesley du Toit, Deputy Minister, Presentation

After the respective introductions, Lesley du Toit briefly talked about her background and presented an overview of the current structure of the Ministry of Children and Family Development and her plan for transformation of the Ministry.

After her presentation, the Deputy Minister answered questions from the Board.

5. Finance & Audit Committee

Minutes of the F&A Committee Meeting held on January 10, 2008

Motion

It was moved by Maurice Mourton, seconded by Teresa Azak, to approve the minutes of the F&A Committee to the Board, held on Thursday, January 10, 2008.

Carried Unanimously

Minutes of the F&A Committee Meeting held on February 15, 2008

Motion

It was moved by Maurice Mourton, seconded by Teresa Azak, to approve the minutes of the F&A Committee to the Board, held on Friday, February 15, 2008.

Financial Statements for the Period Ending January 31, 2008

Richard Hunter presented the CLBC financial statements for the period ending January 31, 2008. Mr. Hunter informed that the projection is to have a balanced budget for the year. The statements included the statement of operations, the statement of financial position, the statement of changes in net assets and the statement of cash flows.

Budget

Richard Hunter presented a summary of the approved funding increases for 2008/09, 2009/10 and 2010/11.

Whistle-blower Process

The Finance & Audit Committee at its February 22, 2008 meeting agreed to recommend to the Board the approval of the whistle-blower process. This process is required to support the implementation of the Theft, Fraud and Corruption Policy that was approved by the Board, in March 2007. The reporting methods to be used are email and letter. Whistle-blowers will be able to report concerns either to an independent senior manager or to the Board. The process will be posted on the Internet and on the CLBC Intranet. The Board agreed to nominate a Finance and Audit Committee member to be responsible for the allegations directed to the Board for resolution. The Board would like to have a six month trial period, after which the Board will evaluate the effectiveness of this process.

Motion

It was moved by Rod Gunn, seconded by Joan Rush, to approve the whistle-blower process for a trial period of six months. *Carried Unanimously*

6. CEO Report

Community Council Nomination

The CEO presented a nomination received from the Peace District to cover a vacancy in the Peace District Community Council. The nominee is Ryan Taylor.

Motion

It was moved by Amanda Lennard, seconded by Colleen Hay, to appoint Ryan Taylor as a member of the Peace District Community Council for a two-year term.

Carried Unanimously

PAC Relocation

The Accommodation and Real Estate Services wrote a business case regarding the relocation of PAC. Due to the recent government announcement to develop mental health support services at the current PAC site, the business case needs to be re-written.

Next Meeting

The next regular meeting will take place on Tuesday, March 25, 2008. The Chair reminded the Board members that there will be a joint meeting with BCACL Board members, on Sunday, March 9, 2008.

Adjournment

There being no further items to discuss, the Chair adjourned the meeting at 14:30.