



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

Brian Salisbury, Director of Strategic Plan
Paula Grant, Director of Quality Assurance
Richard Hunter, VP Corporate Services

Staff:

Rick Mowles (CEO)
Josefina Marchetti (Recorder)

Call to Order:

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

Agenda:

The agenda was reviewed and accepted with the following addition:

Dental Health Issue.

1. Dental Health Issues

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.

2. Minutes of the Board Meeting – November 27, 2007

Colleen Hay corrected the minutes indicating her regrets at being absent.

Motion

It was moved by Maurice Mourton, seconded by Harvey Venier, to approve the minutes of the Board of Directors meeting held on November 27, 2007, with the above noted correction.

Carried Unanimously

3. Operations Planning (Third Quarter Update)

Brian Salisbury presented an executive summary on the status of the objectives in the CLBC's 2006-2009 Operational Plan for year 2. The Board was reminded of the meeting on February 25, 2008, to review and consider the status of the objectives for 2008-09. The meeting will be facilitated by Bobbi Noble.

4. 2008/09 Service Plan

Brian Salisbury presented a final draft of the Service Plan for the period 2008/09 – 2010/11. The Service Plan is required by the BC government from all Crown Agencies and it sets out objectives and strategies CLBC will use to achieve its goals. The final document will be submitted to the Minister and it will be posted on the CLBC's website, on February 19, 2008.

Motion

It was moved by Joan Rush, seconded by Amanda Lennard, to approve the draft of the 2008/09 – 2010/11 CLBC Service Plan, as submitted.

Carried Unanimously

5. Proposal to Conduct an External Review

Brian Salisbury represented the proposal to conduct an external progress review of CLBC originally submitted to the Board in March 2007. The Board confirmed the original focus and process of a small independent team led by an external evaluator to assess CLBC's progress.

6. Quality Assurance Report

Paula Grant presented a report of complaints received from October to December 2007. The Board requested that future reports show what complaints have been resolved. Paula Grant advised that all complaint related information is being entered into PARIS and reports will be generated directly from this system.

7. Finance & Audit

Minutes of the Finance & Audit Committee Meeting – November 23, 2007

Motion

It was moved by M. Lynn Rolko, seconded by Harvey Venier, to approve the minutes of the F&A Committee meeting held on November 23, 2007.

Carried Unanimously

Financial Statements – Period Ending December 31, 2007

Richard Hunter presented the financial statements for the nine months ended December 31, 2007, including the statement of operations, the statement of financial position, the statement of changes in net assets and the statement of cash flows.

Motion

It was moved by Maurice Mourton, seconded by Colleen Hay, to approve the Financial Statements for the period ending December 31, 2007, as presented. *Carried Unanimously*

8. CEO REPORT

BCACL

BCACL has requested CLBC to be a sponsor for its annual conference which will take place on June 14, 15 and 16 in Surrey, BC. The amount requested is \$7,500.00.

Motion

It was moved by M. Lynn Rolko, seconded by Rod Gunn, to approve the sponsorship of the BCACL annual conference in the amount of \$7,500.00. *Carried Unanimously*

Family Focus

The Family Focus has requested CLBC to financially assist it in the organization of the Family Focus Conference 2008. The amount requested is \$10,000.00

Motion

It was moved by Maurice Mourton, seconded by Rod Gunn, to approve the financial support requested by the Family Focus Conference in the amount of \$10,000.00 *Carried Unanimously*

Provincial Advisory Committee

Following a search by the committee the nomination of Mr. Jean Isaac to fill a vacancy, was recommended to the Board of Directors.

Motion

It was moved by Colleen Hay, seconded by Teresa Azak, to approve the appointment of Jean Isaac as a member of the Provincial Advisory Committee. *Carried Unanimously*

Family Independence Fund

Lorraine Ward has concluded her term as the CLBC appointee for the Family Independence Fund and after a search the nomination of Penny Sigouin, as the new CLBC appointee is recommended

Motion

It was moved by M. Lynn Rolko, seconded by Harvey Venier, to approve the appointment of Penny Sigouin, as the CLBC appointee for the Family Independence Fund.

Carried Unanimously

Children's Waitlist – The Children's waitlist has been completed and it is being tested by Corporate Services. The waitlist methodology will be reviewed and approved by MCFD.

Children's Agreement –Four CLBC staff and four MCFD staff are working together to find a resolution to the best way to structure children's services. A report with recommendations to the Minister is expected by March 2008.

Aboriginal Issues

In order to implement a focus on aboriginal issues outlined in our service plan CLBC will establish an Aboriginal Advisory Committee and will hire an aboriginal advisor to support this initiative. The issue of identifying aboriginal clients in our client records is being discussed. .

9. 2008 Board Meetings

The Chair presented the proposed schedule for the Board meetings and events during the year 2008. The Board accepted the schedule as circulated and it will be posted on our website.

10. Board Self-Evaluation

Maurice Mourton, Chair of the Human Resources Committee, presented a summary of the results obtained from the Board Self-Evaluation. The results were positive and only two issues surfaced for consideration. The first was the need for all members to participate more in the discussion of issues. The second was to develop a list of board education priorities. The Human Resources Committee was tasked to develop the education plan.

11. Next Meeting and Adjournment of Public Segment

The next meeting will be held in February 26, 2008 at 10:00 am.

There being no further business, the Chair adjourned the public segment of the meeting at 14:25.

12. In Camera

The Board moved into an in-camera at 14:26, to discuss human resources and Treasury Board issues. The Board emerged from the in-camera at 15:00.