



Board of Directors Meeting Minutes
May 15, 2019
Marine Boardroom, CLBC Head Office,
7th Floor, 1200 West 73rd Avenue, Vancouver BC

The Board Chair introduced the Board and Management, and then explained the format of CLBC Board meeting.

Question and Answer Period

In order to improve communication, transparency, and accessibility to the public, the Board of CLBC provides opportunities for the public to schedule presentations and to ask questions from the Board prior to the beginning of every Board meeting.

The Board received no questions from the public.

Public Presentations

There were no public presentations.

Attendees:

Michael Prince – Board Chair	Jake Anthony – Board Member
Kathy Bright – Board Member	Onkar Biring – Board Member
Patti Sullivan – Board Member	Simon Philp – Board Member
Julia Payson – Board Member	Nelson Chan – Board Member
Barbara Carle-Thiesson – Board Member	

CLBC Staff:

Lynn Davies – Interim Chief Executive Officer
Henry Chen – Vice President, Finance and Chief Financial Officer
Jack Styan – Vice President, Strategic Initiatives
Sara Miller – Vice President, Corporate Services
Megan Tardif – Director, Quality Assurance
Alex Afanasev – Manager, Internal Audit
Bob Youssef – Interim VP Regional Operations
Stephan Hall – Manager, Quality Assurance
Rebecca Lim – Executive Assistant to the CEO
Donna Nordmann – Board Liaison (Recorder)

Guest:

John McCulloch – PAC Chair
Michelle Goos – Strategic Initiatives Advisor
Alexander Magnussen – Strategic Initiatives Advisor
Lori Skinner



Regrets:

Marnie Larson – Board Member

Call to Order

Michael Prince, Board Chair, called the Public Board Meeting of May 15, 2019 to order at 9:00 a.m. and welcomed members of the Board, executives, and guests.

Story Telling

Julia Payson introduced a video titled “*Top 10 Reason To Hire People with a Disability*”

1. Approval of Agenda

Agenda of the May 15, 2019 meeting of the Board of Directors was reviewed.

Motion

It was **MOVED** and **SECONDED** that the Board approves the agenda as presented.

CARRIED

2. Business Arising from the Previous Meeting

2.1 Approval of Minutes of March 13, 2019 Meeting

The minutes of the March 13, 2019 meeting of the Board of Directors was reviewed.

Motion

It was **MOVED** and **SECONDED** that the Board approves the minutes as presented.

CARRIED

2.2. Schedule of Outstanding Items

The schedule of outstanding items as of May 15, 2019 was reviewed, there is only one item on the schedule and that is being covered in this meeting.

3. Strategic Issues/Board Education:

3.1 Updated CLBC 2017-2020 Strategic Plan

Jack Styan reported that the plan has been updated per direction from March 2019 Board meeting. This includes key changes based on results of mid-plan check-in with key stakeholders.

3.2 Monitoring Framework

Megan Tardif introduced Michelle, Lori and Alexander who gave their personal experiences on the importance of personal support networks for people to whom CLBC provides paid supports. The Monitoring Framework is a part of the organization’s broader risk management strategy and an essential component of CLBC’s work to promote overall accountability and a culture of continuous quality improvement.



The meeting paused from 10:20am to 10:30

4. Other Business:

4.1 CEO Report

Lynn Davies discussed highlights of her CEO Report as of May 2019 and responded to comments and questions from the Board.

4.2 PAC report to the Board by PAC Chair

John McCulloch gave a report on Provincial Advisory Committee (PAC) and responded to comments and questions from the Board.

4.3 Reimagining Process

Jack Styan stated that in May 2018 Minister Simpson announced the Re-Imagining Community Inclusion Initiative to focus on how we envision services for adults with intellectual and developmental disabilities in 10 years as well as the pathway forward. A Partnership Table was established and a facilitator appointed. The group included self-advocates, families, community service providers, Indigenous organizations, advocacy organizations and government. The group had three objectives to re-affirm and update our shared vision for community inclusion, to achieve consensus on a road map to guide detailed planning for the evolution of supports and services over the next 10 years and to improve collaboration and trust, and to build robust and durable partnerships amongst the key stakeholders. The final report from the Facilitator and Partnership Table were submitted to Minister Simpson at the final Partnership Table meeting. The Minister will review and put out a statement on this report.

5. Board Committee Reports:

5.1 Finance and Audit Committee Report

Barbara Carle-Thiesson reported that the Committee reviewed Audited Financial Statements – March 31, 2019. The Auditor, PwC, attended and presented an unqualified Independent Auditor's Report and met with the Committee.

Motion

It was **MOVED and SECONDED** that, as recommended by the F&A Committee, the Board of Directors approves the Audited Financial Statements as of March 31, 2019 as presented.

CARRIED

In addition, the Committee recommends to the Board the approval of PWC appointment as the External Auditor for 2019/20 and the auditor's fee for 2019/20 in the amount of \$57,500 plus expenses capped at \$1,500.



Motion

It was **MOVED and SECONDED** that, as recommended by the F&A Committee, the Board of Directors approves the appointment of PWC as the External Auditor for 2019/20 and the fee of \$57,500 plus expenses capped at \$1,500 as presented.

CARRIED

5.2 Governance & HR Committee Report

Kathy Bright reported that the Committee discussed the final 2019 Board Education Plan and have brought it for Board approval.

Motion

It was **MOVED and SECONDED** that the Governance & HR Committee recommends the Board approve the 2019 Board Education Plan as presented.

CARRIED

Kathy also discussed that there will be a Board retreat in late October which will include an education session on governance inside a crown corporation. Since 2020 is the last year for the current Strategic Plan, the retreat will also provide an opportunity to explore drivers and directions for the next Strategic Plan and where the organization is going. Kathy also reported that the Committee reviewed and updated the Conflict of Interest Policy to specify a requirement for the CEO to report any conflicts to the Governance & Human Resources Committee and the Board Chair. The Committee also reviewed Management Compensation Philosophy and has no changes. Kathy reported that the Board Chair and the Committee want to nominate a third board member to the PAC and have suggested Simon Philp, a resolution will be done to get this approved.

5.3 Quality and Service Committee Report

Patti Sullivan reported that the Committee discussed the Annual Service Plan Report and it will be brought to the Closed Board meeting for approval. Patti reported that the Annual PAC/Director Meeting Agenda was reviewed and approved by the Committee.

6. Directors' Reports on Community Interactions/ External Events

Jake Anthony, Patti Sullivan and Michael Prince shared with the Board their experiences and feedback on attending meetings/conferences.

6. Story Telling

Jake Anthony introduced his chosen video "*Community, Systems, Service and Care.*"



8. Volunteer for New Stories

Patti Sullivan and Kathy Bright will be presenting new stories in the next meeting on September 18, 2019.

9. Adjournment

There being no further business to discuss, the Chair asked for a motion to adjourn the meeting.

Motion:

It was **MOVED** and **SECONDED** that the Board meeting be adjourned.

CARRIED

The meeting adjourned at 12:25 p.m. The next Board meeting is scheduled for September 18, 2019 in Vancouver, BC.