



**Board of Directors Meeting Minutes  
November 24, 2021  
MS Teams/Conference Call Meeting**

The Board Chair began the meeting with a territorial acknowledgement on the lands from which we were calling-in from, introduced the Board and Management, and then explained the format of CLBC Board meeting. The Board Chair informed everyone that this meeting will be recorded.

**Question and Answer Period**

In order to support 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 one question from the public in advance and 5 members of the public were in attendance.

John Stinson answered the question on behalf of Management. Ross Chilton presented a CLBC video on housing that was also presented at the Housing Central Conference the day before.

**Public Presentations**

There were no public presentations.

**Attendees:**

Michael Prince – Board Chair	Barbara Carle-Thiesson – Board Member
Kathy Bright – Board Member	Nelson Chan – Board Member
Patti Sullivan – Board Member	Simon Philp – Board Member
Julia Payson – Board Member	Joely Viveiros – Board Member
Marnie Larson – Board Member	Amber Rainshadow – Board Member

**Regrets:**

Jake Anthony – Board Member

**Guests:**

Debbie Moore – Chair, PAC  
Neil Belanger – Chair, IAC  
Brenda Gillette – CEO, BC CEO Network  
Karyn Santiago – Board Member, BC CEO Network



### **CLBC Staff:**

Ross Chilton - CEO

John Stinson - Vice President, Regional Operations

Henry Chen – Vice President, Finance and Chief Financial Officer

Jack Styan – Vice President, Strategic Initiatives

Ian Scott – Acting, Vice President, Technology and Workplace Solution

Stephen Hall – Acting, Executive Director, Quality Assurance

Randy Schmidt – Executive Director, Communications and Stakeholder Relations

Karen Mackay – Executive Director, People & Culture

Natashia Chandra– Executive Assistant to the CEO

Donna Nordmann – Board Liaison (Recorder)

### **Call to Order**

Michael Prince, Board Chair, called the Public Board Meeting of November 24, 2021 to order at 9:01 a.m. and welcomed members of the Board, executives, and guests.

The Chair reminded attendees that CLBC Directors and Officers are public office holders and thus subject to the provisions of the Conflict-of-Interest Act. He asked Directors and Officers to declare any conflicts of interest, real or perceived they may have. Michael also asked the CEO if he was aware of any conflict of interest for any directors or officers. None were declared.

### **1. Consent Agenda**

- Agenda of the November 24, 2021 meeting of the Board of Directors was reviewed.

- The minutes of the September 22, 2021 meeting of the Board of Directors was reviewed.

### **Motion**

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

**CARRIED**

### **2. Reports and Presentations:**

#### **2.1 PAC Report by PAC Chair**

Debbie Moore, Chair of Provincial Advisory Committee (PAC) gave a report on PAC. Debbie responded to comments and questions from the Board.

#### **2.2 IAC Report by IAC Chair**

Neil Belanger, Chair of Indigenous Advisory Committee (IAC) gave a report on IAC. Ian responded to comments and questions from the Board.



### **2.3 BC CEO Network Presentation**

Brenda Gillette and Karyn Santiago gave a presentation on the BC CEO Network their achievements, their developments, their collaborations and mainly focused on the topic of Recruitment and Retention, and answered questions raised by the Board.

*Break from 11:04 a.m. to 11:15 a.m.*

### **2.4 CEO Report**

Ross Chilton presented and discussed highlights of his CEO Report as of November 2021 and responded to comments and questions from the Board.

## **3. Board Committee Reports:**

### **3.1 Finance & Audit Committee Report**

Barbara Carle-Thiesson reported that the F&A committee reviewed the finance and operating report and the performance report for the period ending September 30, 2021. The committee received an update on the cloud migration from Ian Scott. PwC did a presentation on the audit plan for the year ending March 31, 2022 and this had no significant changes from the previous year. The committee reviewed the Financial Statutory regulatory compliance report and CLBC has met all its requirements.

### **3.2 Governance & HR Committee Report**

Kathy Bright had to step away and asked Marnie Larson to report on her behalf. Marnie reported that the G&HR committee were given an update on People Strategy and the performance metrics are all in range, board evaluation action items are all completed except for board education strategy and plan which is in progress and the committee is in the initial stages of putting together a new board education policy.

### **3.3 Service Quality and Performance (SQP) Report**

Patti Sullivan reported that the SQP committee reviewed the Provincial Advisory Committee terms of reference which had minor revisions, the committee also reviewed the IAC terms of reference with minor changes and the Committee had reviewed at their September meeting the Community Council terms of reference. These 3 terms of reference were also reviewed by the Governance & HR committee and is at this meeting for approval by the board. Patti reported that if IAC or PAC want to update the SQP committee they can contact Patti to attend the meeting. The committee recommended Amber Rainshadow as a board liaison to PAC. The committee also reviewed the recommendation for PAC appointments, reappointments, and PAC Chair. Patti had the following motions:

*Motion:* The Service, Quality & Performance Committee recommends to the Board the approval of the appointment of Amber Rainshadow as Board liaison to the Provincial Advisory Committee.



**CARRIED**

Motion: The Service, Quality & Performance Committee recommends the Board approves the Provincial Advisory Committee appointments/reappointments as recommended by management.

**CARRIED**

Motion: The Service, Quality & Performance Committee recommends the Board approves the appointment of Debbie Moore as Chair of the Provincial Advisory Committee.

**CARRIED**

Motion: The Service, Quality & Performance Committee recommends that the Board approves the Indigenous Advisory Committee terms of reference.

**CARRIED**

Motion: The Service, Quality & Performance Committee recommends that the Board approves the Provincial Advisory Committee terms of reference.

**CARRIED**

Motion: The Service, Quality & Performance Committee recommends that the Board approves the Community Council Committee terms of reference.

**CARRIED**

#### **5. Directors' Reports on Community Interactions/ External Events**

Directors reported on a seminar they had attended virtually. Michael reminded everyone that November was Indigenous Disability Awareness month and December 3<sup>rd</sup> is the Annual United Nations' International Day of Persons with Disabilities which is celebrated worldwide. Amber participated in a virtual housing conference with CLBC. Patti attended in symposium in relationship to chronic illness and the healthcare system and need for changes systemwide in relation to our health system.



## **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 11:46 a.m. The next open Board meeting is scheduled for February 23, 2022 via MS Teams.