



Board of Directors Meeting Minutes

January 29, 2015

Spirit CD Room, Inn at Laurel Point
680 Montreal Street, Victoria, BC

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

Board Meeting

Attendees

Denise Turner – Board Chair
Ernie Malone – Board Member
Arn van Iersel – Board Member
Mark Duncan – Board Member
Norah Flaherty – Board Member

Roberta Kjelson – Board Member (Conference call)
John McCulloch – Board Member
Elizabeth Hunt – Board Member
Diane Friedman – Board Member
Eileen Stewart – Board Member

CLBC Staff

Seonag Macrae – Chief Executive Officer
Doug Woollard – Vice President, Organizational Support
Carol Goozh – Vice President, Policy and Program Development
Jack Styant – Vice President, Strategic Initiatives
Stacey Lee – Director, Human Resources
Randy Schmidt – Director, Communications
David Toone – Audit & Risk management (Conference call)
Marilyn Almocera – Executive Assistant to the CEO
Kanapa Pitakpong – Board Liaison (Recorder)

Regrets

Onkar Biring – Board Member

Guests

Bob Youssef, Acting Director of Regional Operations – Island and Vancouver Coastal

John Davies, Quality Service Manager, South Island
Veronica Somers, Community Planning and Development Manager, Victoria BC

Call to Order

The Chair called the Public Board Meeting of January 29, 2015 to order at 8:30 a.m. and welcomed guests.

Story Telling

Doug Woollard introduced a chosen video titled "I'm not your inspiration, thank you very much", by Stella Young.

1. Approval of Consent Agenda

Motion

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

CARRIED

2. Approval of Agenda

The agenda was reviewed. There were no amendments or additions made.

Motion

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

CARRIED

3. Strategic Issues/Board Education

3.1 Presentation on "Partnering to Support Individuals with Complex Mental Health and Addiction"

John Davies, Quality Service Manager, South Island, and Veronica Somers, Community Planning and Development Manager, Victoria gave a presentation on "Partnering to Support Individuals with Complex Mental Health and Addiction" and answered questions raised by the Board related to the presentation. The Board thanked John and Veronica for their presentation.

David Toone joined the meeting at 09:30am, via a conference call

3.2 Final Draft CLBC Service Plan 2015/16 and 2017/18

3.2.2 Q&S Committee's Review of the Final Draft (re-ordered)

Norah Flaherty, Chair of Q&S Committee, reported that Q&S Committee has reviewed the non-financial section of the Final Draft CLBC Service Plan 2015/16 to 2017/18 as of January 28th, 2015. The Committee suggested editorial changes and recommended for approval by the Board.

3.2.1 Financial Outlook of the Service Plan

Arn van Iersel, Chair of F&A Committee, reported that the Committee has reviewed the Financial Outlook of the Service Plan 2015/16 to 2017/18. Committee discussed minor changes in wording to the plan. The Committee recommended the service plan as amended for approval by the Board.

Motion

It was **MOVED** and **SECONDED** that the Board approves Final Draft of CLBC Service Plan 2015/16 to 2017/18, as amended.

CARRIED

4. Other Business

4.1 Conflict of Interest Disclosure

The item was deferred to the next meeting in April 1, 2015.

4.2 CEO Report

Seonag Macrae, Chief Executive Officer, presented her report to the Board. The CEO discussed highlights of the report and responded to comments and questions from the Board.

5. Board Committee Reports

5.1 Finance and Audit Committee Report

Arn van Iersel, Chair of the Finance and Audit Committee, reported on the committee's discussion on the Revised Third Quarter Long Term Projections. The Committee approved the report as presented. As well, the Committee discussed the Auditor Independence Policy and accepted the Policy. Proposed changes to the Committee's work plan and terms of reference were completed for G&HR Committee's final review.

Motion

It was **MOVED** and **SECONDED** that, as recommended by the Finance and Audit Committee, the Board approves the Revised Third Quarter Long Term Projections, as presented.

CARRIED

5.2 Governance and Human Resources Committee Report

Eileen Stewart reported on behalf of the Committee Chair. The Committee reviewed CLBC's Legal and Regulatory Requirements related to CLBC Workforce and concluded that CLBC is compliant. In addition, the Committee reviewed its terms of reference, Board Charter, and discussed proposed changes to the Board Governance Manual. A final review of the Board Governance Manual will be carried out by the Governance and HR Committee and presented to the Board for approval on April 1, 2015 meeting.

5.3 Quality and Service Committee Report

Norah Flaherty, Chair of the Quality and Service Committee, reported to the Board that the Committee received updates on the Provincial Advisory Committee (PAC) including the resignation of the PAC Chair and process of succession. The Committee further discussed the June Annual Joint Meeting and a new online transition orientation developed by Family Support Institute.

The Committee reported that the Committee's terms of reference was reviewed and the proposed changes will be provided to the G&HR Committee for the final review of Board Governance Manual.

Other

Denise Turner, Board Chair, acknowledged the retirements of Doug Woollard and Carol Goozh from CLBC and thanked them for their great contributions to the Company. Doug Woollard and Carol Goozh will not be participating in the next Board meeting.

Story Telling

No Story Telling was presented in closing of the meeting.

Volunteers for New Story

Ernie Malone and Norah Flaherty, Directors, volunteered to present new stories in the next meeting on April 1, 2015.

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 10:10 a.m. The next Board meeting is scheduled for April 1, 2015 in Vancouver at 8:30 a.m.