



## **Board of Directors Meeting Minutes February 23, 2022 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.

There were 9 members of the public in attendance.

### **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

### **Guests:**

Debbie Moore – Chair, PAC  
Neil Belanger – Chair, IAC  
Adam McKinnon – Assistant Deputy Minister, SDPR

### **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  
Sara Miller – Vice President, Technology and Workplace Solution  
Ian Scott – Acting, Vice President, Technology and Workplace Solution  
Stephen Hall – Acting, Executive Director, Quality Assurance  
Randy Schmidt – Executive Director, Communications and Stakeholder Relations



Joanne Mills – Executive Director, Indigenous Relations  
Karen Mackay – Executive Director, People & Culture  
Alex Afanasev – Manager, Internal Audit  
Mark Saligao – Service Centre Analyst, Information Technology  
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 February 23, 2022 to order at 9:05 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 February 23, 2022 meeting of the Board of Directors was reviewed. It was requested that items 2.2 and 2.3 be blended as Neil and Joanne are doing a joint presentation. It was requested that item 2.5 Strategic Plan Report be moved to the end and form part of the closed meeting agenda, since the report is still in draft form and not ready to be released to the public.

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

### **Motion**

It was **MOVED** and **SECONDED** that the Board approves the amended 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 Indigenous Relations**

Joanne Mills gave a presentation on Indigenous Relations and responded to comments and questions from the Board.

### **2.4 CEO Report**

Ross Chilton presented and discussed highlights of his CEO Report as of February 2022 and responded to comments and questions from the Board.

*Break from 10:35 a.m. to 10:45 a.m.*

## **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 December 31, 2021 with a balanced budget.

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

Kathy Bright reported that the G&HR committee reviewed the board evaluation recommendations tracker and all that all areas have been completed. A new board evaluation will begin in spring 2022. The committee also reviewed the risk register and CLBC's emergency succession plan for the CEO in case of a sudden loss of leadership and the committee was satisfied with the plan management has in place. Management will create checklist of tasks for the board chair, senior management and VP of Operations so that everyone knows the appropriate measures should an emergency arise. The committee got a report on People Strategy from Karen Mackay. Karen reported that CLBC has been recognized as one of BC's Top Places to Work!

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

Patti Sullivan reported that the SQP committee will reviews its workplan at its May meeting. The committee reviewed the year's plan for board member engagement with stakeholders. The past six months Ombudsperson reports were reviewed. The committee discussed the last virtual board tour held in December 2021 and recommended that the full board have the opportunity to discuss possible themes of future board tours at the future board meeting. There was Provincial Advisory Committee (PAC) member nomination for Phillip Retief from Upper Fraser Valley Region.

Motion: The Board approves the Provincial Advisory Committee appointment as recommended by management.

**CARRIED**



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

Michael Prince reported that he and Ross Chilton were participating in the Water Cooler Talks at CLBC with self-advocates. Michael reported that he was part of the crown board chairs meeting and gave a report on it. The board discussed the last board tour which was held in December 2021 and held virtually.

### **9. Adjournment**

There being no further business to discuss, the Chair asked for a motion to adjourn the meeting and go into closed section of the meeting to discuss the Strategic Plan Report.

#### **Motion:**

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

**CARRIED**

The meeting adjourned at 11:14 a.m. The next open Board meeting is scheduled for May 11, 2022 in person at the Vancouver Head Office.