



**Board of Directors Meeting Minutes
Wednesday, July 18, 2012
950 Kerry Street, Prince George, 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 of the Board prior to the beginning of every Board meeting.

The Board received the following questions:

Q. How do you intend to deal with ageing individuals with developmental disabilities and complex needs whose parents are ageing as well?

Q. As an ageing parent and knowing many ageing parents, I am concerned about continuing care both physically and emotionally. Is there any focus for this as this seems to be a growing concern for many?

A. Doug Woollard explained that forums have been held throughout the province regarding ageing. CLBC is developing a three-year plan to deal with the needs of the ageing population and the new supports they will require. People with developmental disabilities who are ageing are a significant concern, and CLBC and the Ministry of Health are working now to develop a plan for responding.

Q. In light of the excessive bonuses you have awarded to senior executives, will you as a board now advocate for fair and reasonable wage increases for the frontline workers who actually provide services?

A. The Board Chair explained that there were no increases in compensation given to executives, and given that bargaining between CSSEA and the union is ongoing, it would be inappropriate to comment.

Q. With the large pay raises for executives, leadership scandal, and a failure to deliver adequate services to the people receiving services, is it time for an external review of CLBC?

A. The Board Chair explained that there were no pay increases, and there have already been a number of robust reviews conducted by the Deputy Minister's group, Queenswood, and the Internal Audit and Advisory Service. CLBC's focus right now is on working on implementing the recommendations from these reviews.

Q. Services to transitioning youth who have multiple disabilities are not getting the funding support from the Ministry of Health to fully meet their health needs and this is falling on CLBC

to come up with all the dollars. I know there is a new ISS Team and an inter-ministerial agreement, but will CLBC be pushing harder for the money from Health so that CLBC has more dollars to meet with demand?

A. Doug Woollard acknowledged that challenges for transitioning youth are not a new issue, and the challenge is to work together with the Health Authorities, MSD and MCFD to improve how youth transition. Currently there is a cross ministry working group developing a plan.

Presentations

James Cavalluzzo, President of the community social services component of BCGEU in Victoria, made a presentation to the Board regarding the perspective of frontline community social service workers, working conditions, and recruitment and retention of employees in the community living sector.

The Board Chair thanked the audience members for their questions and presentations.

Board Meeting

Attendees:

Denise Turner
Mark Duncan
Norah Flaherty
Darryl Harand

Ernie Malone
Jan Marston
Arn van Iersel

Regrets: Roberta Kjelson, Elizabeth Hunt

Staff:

Doug Woollard (Interim CEO)
Richard Hunter (VP Corporate Services)
Carol Goozh (VP Policy & Program Development)
Brian Salisbury (Director of Strategic Planning)
Caitlyn Sassaman (Acting Director of Communications)
Stacey Lee (Director of Human Resources)
David MacPherson (Director of Regional Operations, Vancouver Island and North)
Tracey Michell (Aboriginal Advisor)
Penny Johnson (Recorder)

Call to Order:

The Chair called the Board Meeting to order at 12:53 p.m.

1. Agenda

The Agenda was reviewed.

Motion:

It was **MOVED** and **SECONDED** that the Board approve the Agenda as presented.

CARRIED

2. Minutes of the May 23, 2012 Meeting of the Board of Directors

The Minutes of the May 23, 2012 Board meeting were reviewed.

Motion:

It was **MOVED** and **SECONDED** that the Board approve the Minutes of the May 23, 2012 Board meeting as presented.

CARRIED

3. Strategic Issues/Board Education

a. Supports to Aboriginal People

Brian Salisbury introduced Tracey Michell, CLBC's new Aboriginal Advisor. Tracey Michell presented an overview of the history and life of Aboriginals in BC and the issues they face with regard to employment, transportation, and health; and responded to questions and comments from the Board. The Chair thanked Tracey who left meeting at 1:30 p.m.

b. CEO Report

Doug Woollard reviewed his CEO Report and responded to questions and comments from the Board. The Board asked whether employers who are interested would be attending the Employment Action Summit in October.

The Chair asked Board Members to report on public events they attended recently. Ernie Malone gave a review of the BACI Employment Action Plan session which he attended in June. Darryl Harand and Mark Duncan reported on the BCACL conference they attended at the end of May.

c. Strategic Plan

Brian Salisbury presented the revised Strategic Plan. The draft plan was approved by the Board in November; the updated plan reflects changes in government direction.

Motion:

It was **MOVED** and **SECONDED** that the Board approve the 2012/13-2014/15 CLBC Strategic Plan subject to feedback provided by the Ministry of Social Development.

CARRIED

d. Information Privacy and Security Policy

Tamara Kulusic joined the meeting at 2:00 p.m. by telephone to present a review of the Information Privacy and Security Policy. The policy will be announced province-wide through a teleconference meeting with managers, after which it will be provided to all staff and will be included in the orientation for all new staff. An in-depth training module is also being developed.

The Board agreed that the monitoring and implementation of CLBC's information privacy and security policies should be delegated to the G&HR Committee; this will be added to the G&HR work plan and to the Board Important Policy List.

e. Community Council and Provincial Advisory Committee Appointments

Brian Salisbury recommended five new individuals be appointed to Community Councils.

Motion:

It was **MOVED** and **SECONDED** that the Board approve the Community Council appointments as recommended by Management.

CARRIED

Brian Salisbury recommended two new individuals be appointed to the Provincial Advisory Committee.

Motion:

It was **MOVED** and **SECONDED** that the Board approve the Provincial Advisory Committee appointments as recommended by Management.

CARRIED

Darryl Harand abstained from voting since he has a personal connection to one of the nominees.

Brian Salisbury recommended the re-appointment of six individuals whose terms lapsed effective January 2012. The new terms will be until November 21, 2012 to allow Community Councils to recruit new members. Management recognizes there are recruitment challenges, and the re-appointment terms of these individuals will be reconsidered in November if Community Councils make such a request.

Motion:

It was **MOVED** and **SECONDED** that the Board approve the interim re-appointment of Advisory Committee members until November 21, 2012.

CARRIED

f. Board Event Participation Plan and Support

Caitlyn Sassaman reviewed the Board Event Participation Plan. Board Members agreed that it is very important for Board Members to attend as many public events as possible, and asked that descriptive information about each event be included in the plan.

Motion:

It was **MOVED** and **SECONDED** that the Board approve the Board Event Participation Plan as revised.

CARRIED

4. Board Committee Reports

Q&S Committee Report

Norah Flaherty gave a report on the Quality & Service Committee and responded to questions and comments from the Board.

G&HR Committee Report

Jan Marston gave a verbal report on the Governance & HR Committee and responded to questions and comments raised by the Board.

Motion

It was **MOVED** and **SECONDED** that the Board approve the CEO Evaluation Process for fiscal 2013 as amended.

CARRIED

Finance & Audit Committee Report

Arn van Iersel gave a verbal report on the Finance & Audit Committee and responded to questions and comments from the Board.

The Committee reviewed the Internal Audit Planning and Reporting process.

Motion

It was **MOVED** and **SECONDED** that the Board approves the Internal Audit planning and reporting process as amended.

CARRIED

The Committee recommended re-appointment of Deloitte & Touche LLP as the external auditor.

Motion

It was **MOVED** and **SECONDED** that the Board approve the reappointment of Deloitte & Touche LLP as the external auditor for fiscal 2013; that the Board approve the total fees for 2011/12 of \$78,200; and, that the Board approve the fees for 2013 in the amount of \$68,300.

CARRIED

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 3:00 p.m.