



**Board Meeting Minutes
Community Living British Columbia
3705 Willingdon Avenue, Burnaby, BC
Tuesday, January 31, 2006**

Attending:

Lois Hollstedt (Chair)
Ken Crump
George Fulcher (to 3:05 pm)
Rod Gunn

Amanda Lennard (to 3:05 pm)
Maurice Mourton
M. Lynn Rolko
Joan Rush

Regrets:

Ken Crump

Staff:

Rick Mowles (CEO)
Gerry Sohy (Recorder)

Call to Order

The Chair welcomed the members and called the meeting to order at 11:03 am and announced the resignation of Lee Doney.

Minutes of November 29

Motion 1: The Board moved to approve the minutes from November 29, 2005 as circulated.
Moved – Maurice Mourton /Seconded – George Fulcher/Carried (Unanimous)
[11:04am]

Staff Conference

Brian Salisbury gave an overview of the Staff Conference scheduled for March 2 and 3. An evening reception has been scheduled for Wednesday March 2nd when the Board presence is requested. An open invitation was made to the Board members to attend any of the sessions.

Community Councils

Decision Document - "Community Councils"

Doug Woollard presented this document which summarizes responses from the community to the previously published "Making Communities Work" discussion paper. It makes a number of recommendations based on these responses. This summary report provides a basic structure and will be used by staff to develop:

- Governance guidelines
- Terms of Reference
- A costed implementation plan
- Objectives for implementation.

Motion 2: The Board moved to proceed to implementation of a Community Council plan as outlined in the Community Councils summary report.

Moved – Maurice Mourton /Seconded – George Fulcher /Carried (Unanimous) [12:24 pm]

Health and Safety Review

Information Document - "Health and Safety Review – CLBC Adult Family Care and Unlicensed/Unaccredited Residences – January 18, 2006"

Carol Goozh answered questions regarding this follow up report requested by the Board at the October Meeting. A total of 1,481 questionnaires were sent in November/December to family care, unlicensed and unaccredited family care settings and focused on questions related to basic health and safety needs of individuals served in those settings. She was pleased to report that the exercise was very beneficial and showed that a large majority of the homes had Health and safety measures in place. It also identified some areas where improvements could be made and are now being addressed.

Policy Framework

Paula Grant presented the Policy Framework. This is an Integrated Policy model of the various policy elements of CLBC. The table format showing the policy order and their relationship with each other was well received. The suggestions made by the Board will be integrated for the next Board meeting and will include a draft of a Web accessible version.

Financial Statements

Richard Hunter presented the "CLBC Financial Statements for the Six Months Ended December 31, 2005." for information purposes.

Communications Update

Sally Greenwood, Director of Communications, addressed the Board on her plans for the department. This includes a three point approach:

1. Stakeholder and Partner communication
2. Reputations and issues management
3. Management and change communication

A communication Plan will be completed in February.

In-Camera

The Board moved into an in-camera session.

In camera – 3:40 pm

Emerged from In-camera – 3:55 pm

New Board Members

The Chair updated the Board on the selection process for new Board members.

Service Plan

Decision Document - "2006/07 – 2008/09 Service Plan"

The CEO introduced the Service Plan followed by a detailed review by Brian Salisbury. This document outlines how CLBC will allocate services within the provincially allocated funds. Richard Hunter addressed the financial aspect of the Plan.

Motion 4: The Board moved to approve the Service Plan as amended and including the addition of "subject to available resources" in the description of CLBC under the mandate heading.
Moved – M. Lynn Rolko /Seconded – Rod Gunn /Carried (Unanimous) [4:22 pm]

CLBC as Licensee for the use of Paris Software

The CEO introduced the following resolution for Board discussion.

Motion 3: Whereas; Vancouver Coastal Health Authority has negotiated an agreement with In4tek of the United Kingdom (owner of the Paris suite of applications to amend their existing software licensing agreement and add CLBC as a licensee of In4tek's software, the Board authorizes the CEO to execute the necessary contracts with VCHA and In4tek up to \$470,000 to complete the licensing arrangement.

Moved – Maurice Mourton /Seconded – Joan Rush /Carried (Unanimous) [4:24 pm]

CEO report

- Information was provided on a new position that may be created within the management structure to support the complaints resolution process.
- Elaine Murray is filling the position left vacant by Allan Pollock's departure. An RFP has been posted for a Chief Information Officer Contracted position.
- A legal challenge has been started regarding the use of an IQ standard for eligibility to services.
- Things are looking good for occupancy at the new offices by the end of March
- The final report regarding the Community Living Restructuring Fund from the Victoria Foundation was distributed for information purposes.

Chair closing remarks and adjournment

Due to time restrictions the Business plan item was not discussed and the Chair instructed the members to contact the CEO directly for any questions. The Chair adjourned the meeting at 4:40 pm.