



## **Board of Directors Meeting Minutes**

### **September 21st, 2022**

### **MS Teams/In-Person 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 ask questions from the Board prior to the beginning of every Board meeting.

There were 16 members of the public in attendance.

#### **Attendees:**

Michael Prince – Board Chair  
Kathy Bright – Board Member  
Patti Sullivan – Board Member  
Julia Payson – Board Member  
Marnie Larson – Board Member  
Corey Walker – Board Member  
Simon Philp – Board Member  
Joely Viveiros – Board Member  
Amber Rainshadow – Board Member

#### **Guests:**

David Galbraith- Deputy Minister, SDPR  
Debbie Moore – Chair, PAC  
Neil Belanger – Chair, IAC  
Angela Clancy - FSI

#### **CLBC Staff:**

Ross Chilton - CEO  
John Stinson - Vice President, Regional Operations  
Henry Chen – Vice President, Finance and Chief Financial Officer  
Jack Styant – Vice President, Strategic Initiatives  
Sara Miller – 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  
Padminie Chundunsing – Board Liaison (Recorder)

### **Call to Order**

Michael Prince, Board Chair, called the Public Board Meeting of September 21st, 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 Items**

- 1.1- Agenda of the September 21st 2022 meeting of the Board of Directors was reviewed
- 1.2- The minutes of the May 10<sup>th</sup>, 2022 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. Other Business**

#### **2.1- Provincial Advisory Committee (PAC) Report to the Board**

Debbie Moore – PAC Chair gave a report on the Provincial Advisory Council and responded to comments and questions from the board.

#### **2.2- Indigenous Advisory Committee (IAC) Report to the Board**

Neil Belanger gave a verbal update on Indigenous Advisory Committee and responded to comments and questions from the Board.

#### **2.3- Family Support Institute of BC**

Angela Clancy presented to the Board the services that they provide to families of people who have a family member with a disability. She also provided an overview of the calls that they are receiving from families. FSI receives thousands of calls for support from families that are reaching out for support. These calls provide a pulse check on how families are doing and the key concerns/issues that they are facing.

#### **2.4- CEO Report**

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



*Break from 10:55 a.m. to 11:05 a.m.*

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

#### **3.1- Finance & Audit Committee (F&A) Report**

Simon Philp, the chair of the Finance & Audit Committee signed off the Financial Information Act disclosures, and the committee reviewed the approved report. He also reported that the committee reviewed the Banking and Borrowing and Investment Management policies, which were unchanged other than an update to a position title. Finally, the committee reviewed auditor independence, as required by the terms of reference, and concurred with management that there are no independence concerns.

As an additional item, the committee was also pleased to see some of Henry's direct reports representing management for parts of the committee meeting, and he remarked that Huy, Moon, Jon, Eoin and Travis all did a great job.

#### **3.2- Governance & HR Committee (G&HR) Report**

Kathy Bright reported that the G&HR committee reviewed the proposed education plan with management. In November, management is planning on a discussion about supporting people with complex needs, including an update on the Lookout PiProject. Other topic areas will be identified, prioritized and updated following our Board Evaluation discussion and workshop. The committee reviewed its risks—no changes were noted for the assessment or mitigation of those risks. The committee reviewed the current board orientation materials and determined that it is time for a re-write.

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

Patti Sullivan reported that the SQ&P Committee approved the revised Terms of Reference for the Service Quality & Performance Committee as well as its Annual Workplan. The Terms of Reference will be tabled at the Governance Committee in November and forwarded to the Board for approval. Two reports were reviewed for the periods: April 2021-March 2022 and April to June 2022. CLBC received 26% more complaints in 2021-2022 than the previous year

**3.3.1-** SQPC recommends to the CLBC Board approval of Charlene Barney from the South Island for a term of 1 year. Charlene is a Self-Advocate and has served on PAC for 6 years. She is a member of CLBC's Indigenous Advisory Committee and serves on the Board of BC People First.

**Motion:** *That the CLBC Board of Directors approves the re-appointment of Charlene Barney as a member of PAC for a term of 1 year (September 21,2022 – September 21,2023).*

**CARRIED**



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

There was a brief discussion on community interactions/external events.

#### **5. 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.

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

***CARRIED***

The meeting adjourned at 12:10 p.m. The next open Board meeting is scheduled for November 30<sup>th</sup>, 2022 in person at the Vancouver Head Office.