

# Board Meeting

May 16, 2006

Attendees: Dick Wilson, Chair  
Cathy Thompson  
Amber Hewwing  
Gerrad Oishi  
Jean Creagh  
John Phillips

Bill Brunton  
Hope Henderson  
Karin Simpson  
Cathy Sinclair-Smythe  
Deborah Apps

Bonnie Johnston, CEO  
Pat Johnston, Recorder

Regrets: Joan Jeary Art Cunningham Sandra Gafos

## APPROVED Minutes

| Agenda Topic  | Discussion   | Action/Decision   |
|---|--|---|
| Call to Order   |  | Meeting called to order at 6:10 PM  |
| 1. Swearing In and Oath   | Board Members were sworn in by Commissioner of Oaths, Janine Vatcher   |   |
| 2. CEO Dialogue (Bonnie Johnston)   | Bonnie clarified process for In-camera discussion with Board members.  | <ul style="list-style-type: none"><li>In-camera</li></ul>   |
| 3. Approval of Agenda   | Additional items: <ul style="list-style-type: none"><li>Growing in Governance June 8-10</li><li>Minister's Communication</li><li>Core Competencies and Performance Indicators</li><li>Letter from Minister Forsyth regarding Child Intervention Standards</li><li>Minister/Staff visit</li></ul>   | <ul style="list-style-type: none"><li>Agenda approved by consensus</li></ul>  |
| 4. Approval of Minutes<br>a) March 21, 2006 Board minutes.<br>b) Receive April 18, 2006 Planning Session Minutes. | No business arising from the minutes.<br><br>No business arising from the minutes.   | <ul style="list-style-type: none"><li>Minutes approved by consensus.</li><li>Minutes received by consensus.</li></ul> |
| 5. Sustainable Resources and Audit Committee<br>a) Chair Appointment<br>b) Financial Information                  | Karin Simpson has agreed to serve as Chair and Cathy Thompson has agreed to serve as Vice-Chair.<br><br>Region is projecting higher uptake in Child Care, therefore we started the year with an approximate 2.5 M projected deficit.<br><br>Last year a provincial Funding Allocation Model based on population was completed. According to that model, we are an under-funded region by approximately 18M. Bonnie and Chris Brennan, Executive Manager Finance, will do a presentation on the model at a future meeting if it would be helpful. Last fiscal year (2005-06) the region had a \$650,000 deficit for the first time. This was partially due to an unexpected increase in the Child Care program. |   |

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|   | <p>This region has the lowest cost per case in the province. In recent discussions with the Ministry there is a possibility of receiving a 5% cost of living increase.</p> <p>On June 13 (5:30 PM) <i>Sustainable Resources and Audit Committee</i> meeting will include the Exit Audit with the Auditor General's representatives. This information will be part of our Annual Report.</p>  |  |
| <p><b>6. Communication Committee</b><br/><b>(Amber Hewwing, Chair)</b></p>  | <p>The Community Coordinating Council's (CCC) celebration and recognition of their work with the Board will take place on Thursday, May 25 at 5:30 PM. Cathy Thompson will MC the evening.</p> <p>Stan Skoropad, Community Support Specialist, will be asked to pull together a few points on each CCC for the Board members presentations.</p> <p>June Board Planning Session will include Board members areas of interest. Amber will be in contact with members regarding this. Agenda for this meeting may include Governance items well.</p> <p>Bonnie will follow-up with the Deputy Minister, Maria David-Evans regarding the time she will spend with the Board and any areas she would like to discuss.</p> <p>Ministry staff will be in touch with Bonnie regarding Minister Forsyth's visit on Sept 12.</p> | <ul style="list-style-type: none"> <li>• Reminder of CCC event on May 25.</li> </ul>   |
| <p><b>7. Governance Committee</b><br/><b>(Deborah Apps, Chair)</b></p>  | <p>First meeting will be on May 31 at 4:30 PM. Deborah Apps has agreed to Chair, and Gerrad Oishi has agreed to serve as Vice-Chair.</p>   |  |
| <p><b>8. Updates</b></p> <p>a) <b>Board Appointments</b><br/><b>(Dick Wilson)</b></p> <p>b) <b>Provincial Strategic and Business Planning Day April 25</b><br/><b>(Cathy Thompson/John Phillips)</b></p> <p>c) <b>Urban Society of Aboriginal Youth April 19 AGM</b><br/><b>(Art Cunningham)</b></p> <p>d) <b>Growing in Governance June 8 – 10, 2006</b></p> | <p>A recommendation was put forward for a previous applicant. It is currently on its way through the processes. We hope to have a response by mid-June.</p> <p>Cathy Thompson and John Phillips attended this planning day in Edmonton. Report presented by Cathy. Discussed key trends for 2006, opportunities and challenges that will come from them. Interestingly the whole province identified similar issues. The Minister's key priorities were also similar.</p> <p>This provincial Board Orientation session is for all Board members and CEO's and is important to attend.</p>  | <ul style="list-style-type: none"> <li>• Tabled to next meeting.</li> <li>• Dick will forward the information to each member to select which session they prefer. Car pooling will be arranged.</li> </ul> |

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| <p>e) <b>Letter regarding 2006-09 Business Plan Approval</b></p> <p>f) <b>Letter and Attached Ministry Business Plan and Budget 2006-09</b></p> <p>g) <b>Letter regarding Child Intervention Standards</b></p> <p>h) <b>Letter of Congratulations on Appointments and confirmation of Sept 12 Minister's visit</b></p> <p>i) <b>Board Member Manuals</b></p> | <p>Letter dated April 28, 2006 from Minister Forsyth approved with revisions to be done through Financial Strategies.</p> <p>Letter dated Mach 31, 2006 from Minister Forsyth.</p> <p>Letter dated May 2, 2006 from Minister Forsyth.</p> <p>Letter from Minister Forsyth with congratulations on appointments. A member of the Governance Branch will contact Bonnie's office regarding the Minister's September 12 visit.</p> <p>Manuals are on <i>Orientation, Governance and Legislation</i> for each Board member.</p>  | <ul style="list-style-type: none"> <li>• Distributed for information.</li> <li>• Copy will be forward.</li> <li>• Distributed for information.</li> <li>• Manuals distributed (3 volumes).</li> </ul>   |
| <p><b>9. Core Competencies and Performance Indicators (Dick Wilson)</b></p>  | <p>Feedback is due by May 31. Paper is a good profile of who and what board should be. Suggest rewording changes if appropriate.</p>   | <ul style="list-style-type: none"> <li>• Board members to email Dick by Wednesday, May 26 with concurrence or identify anything take acceptance to.</li> </ul>  |
| <p><b>10. Ministry Committees</b></p>  | <p>New leads are required for the following committees.</p> <p><i>Strategic and Business Planning Committee</i> – Previously was Shawn Ottewell. There are approximately 2 meetings per year, with some phone conferences. The next meeting date will be on June 29 and is a conference call.</p> <p><i>Board Development</i> – Previously was Eileen Grant. This committee meets approximately 6 times per year. The next meeting is on June 15.</p> <p><i>Community Engagement Framework Implementation Committee</i> – Previously was Art. This committee meets approximately 4 times per year. The next meeting is on June 19.</p> | <ul style="list-style-type: none"> <li>• John will take lead, Cathy T will back-up</li> <li>• Gerrad will take the lead, Karin will back-up.</li> <li>• Bill will take the lead, Amber back-up. Jon Reeves will be the staff representative.</li> </ul> |
| <p><b>Adjournment</b></p>  |  | <p>Meeting adjourned at 8:45 PM.</p>  |