

**MINUTES OF A PUBLIC TELECONFERENCE MEETING (“MEETING”)
OF THE BOARD OF DIRECTORS (THE “BOARD”)
OF BRITISH COLUMBIA EMERGENCY HEALTH SERVICES (“BCEHS”)
HELD ON THURSDAY, SEPTEMBER 17, 2020
AT 8:30 A.M.**

In Attendance:

Directors:	Tim Manning, Chair Donisa Bernardo Dr. Kerry Jang Gary Pooni	Dr. Ken Bassett Sandra Martin Harris Robert Kiesman Sharon Stromdahl	Lorianna Bennett Suki Gill Chief Clarence Louie David Turchen
Management:	Benoit Morin Lexie Flatt Ron Quirk Cathy Prentice, Recorder	Thomas Chan Kendra McPherson Susan Wannamaker	Jaci Edgeworth Dr. Maureen O'Donnell Donna Wilson

CALL TO ORDER

Mr. Tim Manning, Board Chair, called the Meeting to order at 8:30 a.m. It was established that a quorum of the Board was present. Ms. Cathy Prentice was appointed recording secretary of the Meeting.

The Chair requested the Directors to declare any conflict with the agenda items. No declarations came forward.

INDIGENOUS WELCOME

The Chair welcomed Elder Gerry Oleman to provide the Indigenous Welcome for the meeting. The Chair advised Elder Gerry is of St'át'imc descent from Shalalth, BC. Shalalth means “by the Lake”. Elder Gerry has worked in human service since 1976. In addition Elder Gerry works with Indigenous Health at PHSA primarily in Aboriginal Youth Wellness and the San'yas Training platform.

CHAIR ADDRESS TO THE PUBLIC

The Chair provided an address to the public.

QUESTIONS FROM THE PUBLIC

No questions from the public were received.

AGENDA

It was **MOVED** and **SECONDED** that the Board of Directors approves the Meeting agenda as circulated.

1.0 APPROVAL OF THE MINUTES

Motion

It was **MOVED** and **SECONDED** that the Board of Directors approves the minutes of the public Board meeting held June 25, 2020.

2.0 NEW BUSINESS

Meeting Closed to the Public

Ms. Donna Wilson, Executive Vice President, People, Diagnostic & Treatment Services advised of three items proposed for discussion at the upcoming non-public meeting of the Board.

Motion

It was **MOVED** and **SECONDED** that the Board of Directors approves that the three items described be placed on the agenda and discussed at the BC Emergency Health Services non-

public Board meeting.

3.0 BOARD COMMITTEE REPORTS

3.1 Quality & Access

No report.

3.2 People & Governance

Mr. Robert Kiesman, Chair, People & Governance Committee advised of two items for information and three items for approval.

For information

Review of Board Profile & Director Criteria

The Committee reviewed the updated Member Profile & Director Criteria. It was recommended that interviews be conducted with Board Members to update the Skills Matrix in October and this be brought forward to the next meeting. The Committee deferred this item to the next meeting.

Board Meeting Guidelines

The Committee reviewed the Board Meeting Guidelines; however, in order to make further changes to the Guidelines language, the Committee deferred this item to the next meeting.

For approval

Board Evaluation

The Committee agreed to revisions to the BCEHS Board evaluation tool aligning to the Governance Functioning Tool used by Accreditation Canada in light of the upcoming Board Accreditation survey.

Motion

It was **MOVED** and **SECONDED** that the Board of Directors approves the revised BCEHS/PHSA Board evaluation tool in the form presented in the meeting materials with certain changes as discussed.

Accreditation Canada Survey

In preparation of the adjusted timelines of the 2021 PHSA and BCEHS Accreditation Canada Board Governance Survey, it was recommended that the Board hold a ‘special Board Meeting’ on December 6, 2021 to meet with Accreditation Canada surveyors.

Motion

It was **MOVED** and **SECONDED** that the Board of Directors approves accommodating the Accreditation Canada survey date of December 6, 2021 by holding a ‘special’ Board Meeting.

Annual Review of Guidelines and Terms of Reference

The Committee carried out its scheduled review of Board Guidelines and Terms of Reference. Changes to the Guidelines and Terms of Reference were explained in the accompanying briefing notes contained in the meeting materials and as discussed in Committee.

Motion

It was **MOVED** and **SECONDED** that the Board of Directors approves following Board Guidelines and Terms of Reference, in the form presented in the meeting materials, with certain changes discussed at the meeting:

- Principles of Governance and Board Accountability (previously known as Board Operating Guidelines);
- Board Chair Terms of Reference;

- Directors Terms of Reference
- Board of Directors Terms of Reference;
- Officers of the Board Terms of Reference;
- People & Governance Committee Terms of Reference; and
- Research Committee Terms of Reference.

3.3 Finance

No report.

3.4 Audit

Ms. Suki Gill, Chair, Audit Committee, advised of one item for information.

PriceWaterhouseCoopers presented their audit plan for the year ending March 31, 2021. The proposed team and timelines were noted to be consistent with prior years. Audit focus areas applicable to BCEHS continue to include compensation expenses and this represents the largest expense on BCEHS's financial statements. Materiality has been planned on a consistent basis to the prior year.

3.5 Research

No report.

4.0 **BUSINESS ARISING**

None identified.

5.0 **NEXT MEETING**

Thursday, November 26, 2020 Location/Format to be confirmed.

6.0 **TERMINATION**

The meeting terminated at 8:55 a.m.