

**BOARD MEETING AGENDA**
**Thursday September 19, 2013 – 9:30 am IN-PERSON**
**BCCPA Boardroom 301 – 1338 W Broadway, Vancouver BC**
**VISION**

*The BC Care Providers Association delivers effective leadership and valued resources that support progressive change, promoting the growth and success of its members who provide the best possible care services for seniors.*

**Action Required: A=Approval I=Information D=discussion**

| Strategic Goal                 | ITEM # | TOPIC  | PRESENTER                 | TIME    | * Action required |
|--------------------------------|--------|--|---------------------------|---------|-------------------|
| <b>1.0 AGENDA/ MINUTES</b>     |        |  |                           |         |                   |
|                                | 1.1    | <b>Approval of Agenda</b><br><ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be it resolved that the agenda be approved in its entirety.</li> </ul>   | D Cheperdak               | 2 mins. | A                 |
|                                | 1.2    | <b>Approval of Minutes</b>   | D Cheperdak               | 5 mins  |                   |
|                                | a      | <ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be it resolved that the April 11, 2013 minutes be approved</li> </ul>   |                           |         | A                 |
|                                | b      | <ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be it resolved that the April 29, 2013 minutes be approved</li> </ul>   |                           |         | A                 |
|                                | c      | <ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be it resolved that the May 6, 2013 minutes be approved</li> </ul>  |                           |         | A                 |
|                                | d      | <ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be it resolved that the June 14, 2013 minutes be approved</li> </ul>  |                           |         | A                 |
|                                | e      | <ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be it resolved that the 2013 AGM minutes be forwarded to the 2014 AGM for approval</li> </ul>   |                           |         | A                 |
| <b>2.0 STANDING REPORTS</b>    |        |  |                           |         |                   |
|                                | 2.1    | <b>CEO Report</b>  | D Fontaine                | 15 min  | I                 |
|                                | 2.2    | <b>Financial Report</b><br><ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be it resolved that the Financial Statements be approved as circulated.</li> </ul>                               | A Van Ryk                 | 5 min   | A                 |
| <b>3.0 CONTINUING BUSINESS</b> |        |  |                           |         |                   |
|                                | 3.1    | <b>Governance Review Task Group</b>  | D Fontaine<br>D Cheperdak | 60 min  | A                 |
|                                | a      | <ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Proposed Motion: Be it resolved that the recommendations from the Governance Review Task Group be approved as circulated.</li> </ul>        |                           |         |                   |
|                                | b      | <ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be it resolved that the Board Polices be approved as submitted.</li> </ul>  |                           |         |                   |
|                                | c      | <ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be it resolved that future BCCPA board meetings include a Consent Agenda when required.</li> </ul>  |                           |         |                   |
|                                | 3.2    | <b>SafeCare BC – Update &amp; Discussion on next steps</b>   | D Fontaine<br>D Cheperdak | 30 min  | A                 |
|                                | a      | <ul style="list-style-type: none"> <li><b>Proposed motion:</b> Be it resolved that the Board approve the proposed contract with WorkSafe BC to establish SafeCare BC. <i>(document pending)</i></li> </ul> |                           |         |                   |
|                                | b      | <ul style="list-style-type: none"> <li><b>Proposed motion:</b> Be it resolved that the Board approve the terms of reference for the SafeCare BC CEO Hiring Committee as circulated</li> </ul>              |                           |         |                   |

| Strategic Goal                            | ITEM # | TOPIC   | PRESENTER                 | TIME   | * Action required |
|---|--------|---|---------------------------|--------|-------------------|
|   | c      | <ul style="list-style-type: none"> <li><b>Proposed motion:</b> Be it resolved that the Board approved the appointment of [Board member1] + [Board member 2] + CEO to the SafeCare BC Hiring Committee</li> </ul>  |                           |        |                   |
|   | d      | <ul style="list-style-type: none"> <li><b>Proposed motion:</b> Be it resolved that the Board approve the hiring of the Howe Group to act as project managers as outlined in the proposed “action plan” and proposal.</li> </ul>   |                           |        |                   |
|   | e      | <ul style="list-style-type: none"> <li><b>Proposed motion:</b> Be it resolved that the Board set May 27th as the target date for the founding meeting to establish SafeCare BC</li> </ul>   |                           |        |                   |
|   | f      | <ul style="list-style-type: none"> <li><b>Proposed motion:</b> Be it resolved that the Board approve the job description as submitted for the CEO of the SafeCare BC.</li> </ul>  |                           |        |                   |
|   | 3.3    | <b>Strategic Goals &amp; Objectives</b> <ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be it resolved that the Strategic Goals and Objectives be approved as submitted.</li> </ul>  | D Cheperdak<br>D Fontaine | 60 min | A                 |
|   | 3.4    | <b>Strategic Partnership – (BCSLA &amp; DHA) Update and Discussion on next steps</b>  | D Cheperdak               | 10 min | D                 |
| <b>4.0 NEW BUSINESS</b>                   |        |   |                           |        |                   |
|   | 4.1    | <b>Core Review - BCCPA Submission</b>   | H Campbell                | 20 min | D                 |
|   | 4.2    | <b>Annual Conference 2014 – Terms of Reference + Committee</b> <ul style="list-style-type: none"> <li><b>Proposed Motion:</b> Be in resolved that the Terms of Reference for the Conference Planning Committee be approved as circulated.</li> <li><b>Proposed Motion:</b> Be it resolved that committee members be confirmed as listed and the 2014 Conference Planning Committee be established.</li> </ul> | D Fontaine                | 5 min  | A                 |
| <b>5.0 UPCOMING EVENTS</b>                |        |   |                           |        |                   |
|   | 5.1    | <b>BCSLA Conference – Sept 29-Oct 1 2013</b>  |                           |        | I                 |
|   | 5.2    | <b>Minister of Health Luncheon – Oct 9 2013</b>   |                           |        | I                 |
|   | 5.3    | <b>Care to Chat Series #1 – Nov 7 2013</b>  |                           |        | I                 |
|   | 5.4    | <b>Christmas Open-House – Thurs Dec 5, 2013 (proposed)</b>  |                           |        | I                 |
|   | 5.5    | <b>Care to Chat Series #2 – Jan 22 2014 (tbc)</b>   |                           |        | I                 |
|   | 5.6    | <b>Care to Chat Series #3 – Mar 12 2014 (tbc)</b>   |                           |        | I                 |
|   | 5.7    | <b>BCCPA Annual Conference – May 25-27 2014</b>   |                           |        | I                 |
|   | 5.8    | <b>CALTC Conference – Aug 24, 25, 26 2014 (Hosted by BC)</b>  |                           |        | I                 |
| <b>6.0 ADJOURNMENT</b>                    |        |   |                           |        |                   |
|   | 6.1    | <b>The next meeting is scheduled for October 17, 2013 (via conference call)</b>   |                           |        | A                 |
| <b>BOARD OF DIRECTORS DEBRIEF – 5 MIN</b> |        |   |                           |        |                   |

**ATTACHMENTS – FOR INFORMATION:**

- A. [Van Sun Article by H Campbell](#) June 28 13
- B. Letter to WorkSafeBC June 26 13
- C. Letter from G Standell, re Care Aide Registry July 4 13
- D. Letter(s) from Minister(s)
- E. Letter from BCGEU July 18 13
- F. BC Care Aide Letter Aug 22 13
- G. Conference Planning Cttee Minutes Aug 23 13

**7.0 IN-CAMERA BOARD MEMBER MEETING**