

Executive Committee Meeting Minutes

Thursday, April 26, 2022

Zoom - Virtual Meeting

LAND ACKNOWLEDGEMENT

Christopher Yendt read the land acknowledgement.

CALL TO ORDER

Christopher Yendt called the meeting to order at 5:32 p.m.

ESTABLISHMENT OF QUORUM

Present: Andrew Bassingthwaighte, Matthew Mahler, Tara McKendrick (ex officio),
Christopher Yendt

Regrets: Lindsay Marois, Dawn Shickluna, Sarah Cacilhas, Chris Ventura

Guest: Judy George, Bill Weioly (exited meeting at 6:15pm)
Heather Gillespie, Susan Misfud, Sharrin R, Karen Dickson (all exited meeting at
6:30pm)

DECLARATIONS OF CONFLICT

No conflict of interest was declared.

AGENDA

Approved - There was a request to add Review of audit statements from Judy George –
deferred

Moved by: Andrew Bassingthwaighte

Seconded by: Matthew Mahler

**That the Agenda for the Executive Committee Meeting of April 28, 2022 be adopted as
circulated.**

Carried.

PRESENTATION – RISK MANAGEMENT

Guest, Bill Wesioly a Risk Management Consultant and Leadership Coach, provided an overview about the potential risks for the organization. A couple of the main categories were 1) What is the impact and 2) What is the likelihood or probability of the risk. A Heat map provided the severity and likelihood of possible risks. Rare to almost certain for the likelihood and insignificant to extreme for the severity of the risk. Another tool provided was the Risk Register, which showed different types of risks under categories such as inherent or residual with action plans. He also provided some examples of Key Risk Indicators. He suggested having a “risk” dashboard with different departments (Finance, IT, HR, Safety, Clinical) and the risks they could potentially have would be helpful as a reporting tool and keep an updated record as an easy tool to assist with risks.

MINUTES OF PREVIOUS BOARD MEETING

Moved by: Matthew Mahler

Seconded by: Andrew Bassingthwaighte

That the Minutes of the Board Meeting held Thursday January 27, 2022 be adopted as circulated.

Carried.

PRESENTATION – CFAC (Client and Family Advocacy Committee)

Heather Gillespie shared the CFAC work plan for 2021-22 and all items have been completed. Susan Misfud and Karen Dixon shared April 2022-March 2023 CFAC work plan and discussed goals for the current fiscal year. Matthew and Andrew both thanked the CFAC for all of the work they have done. They really liked the format of the document provided and thought it was most helpful. The feedback would be shared back to the CFAC entire group at their next meeting.

REPORT FROM THE EXECUTIVE DIRECTOR – deferred

CONSENT AGENDA – no items at this time

COMMITTEE MEETING ITEMS -no items at this time

Remaining agenda items were agreed to carry over to May meeting.

ADJOURNMENT

Andrew Bassingthwaighte moved to adjourn the meeting at 6:33 p.m.