



## Board of Directors Meeting Minutes March 25, 2014

### Directors Present:

Bill Yetman, Chair

Myra Libenson\*

Wendy Nailer

*\*via teleconference*

Gina deVeaux

Nancy Dudgeon

Christopher Neuman

Laurie Hicks\*

Manuel Pedrosa

Natasha vandenHoven\*

### Staff Present:

Stacey Daub, Chief Executive Officer

Dipti Purbhoo, Sr. Director, Client Services

Anne Wojtak, Sr. Director, PMA

Dennis Fong, Sr. Director, HROD

Bill Tottle, Sr. Director, Corp Services

Azalea Angeles, Executive Assistant

### Guests:

Laura Wentzell, Health Admin Student

### Regrets:

Shannon MacDonald

Robert Foldes

Paul Sudarsan

## 1.0 PRELIMINARY ITEMS

### 1.1 Call to Order

With confirmation of the presence of a quorum, the meeting was called to order.

### 1.2 Chair's Remarks

B. Yetman advised that the April Board meeting has been confirmed for April 30.

### 1.3 Approval of Agenda

The agenda was approved as circulated

### 1.4 Disclosure of Conflict of Interest

There was no conflict of interest declared by any board member with respect to the agenda items for this meeting.



## 2.0 CONSENT AGENDA

**On a motion duly moved (deVeaux), seconded (Dudgeon) and unanimously carried, the Board of Directors:**

- 2.1 Approved the Board of Directors meeting minutes from February 25, 2014

## 3.0 OPERATIONS

### 3.1 Audit Committee Report

M. Pedrosa reported on the Audit Committee meeting held on April 24. As previously communicated earlier this month, the Auditor General of Ontario (AGO) will be conducting an audit of the CCACs.

The Committee reviewed and provided feedback on management's planning and preparation with respect to this audit. Based on available information, management has developed a work plan against identified areas of focus. The work plan will guide the organization's self-assessment activity in advance of the audit. A report back to the Committee on findings including risks, errors and opportunities for improvement will be provided.

The Board discussed potential risks and the impact to staff and resources.

## 4.0 STRATEGIC MATTERS

### 4.1 Environmental Update and Strategic Discussion

S. Daub provided the Board with an update on recent activity and an assessment of the external environment. An update on sector-related activity and discussions at the Public Accounts and Social Policy Committees was provided.

S. Daub provided a summary of the presentation made to the Social Policy Committee on March 17, 2014. In addition to other CCAC leaders, a Toronto Central CCAC Care Coordinator was also invited to participate in the presentation to the Committee.

The Board discussed the potential scope of the audit, the recently tabled legislation related to executive compensation and transparency and the ongoing discussions about a legislative review of the CCAC sector.

S. Daub thanked B. Yetman and N. Dudgeon for their ongoing support and leadership.



## 4.2 OACCAC Board Report

N. Dudgeon provided the Board with an update on recent activity and discussions at the OACCAC Board. The OACCAC has played an active role in keeping all parties informed of relevant updates and continue to support a common approach to the various activity.

N. Dudgeon confirmed that earlier in the day, all 14 CCACs have approved and agreed to adopt the Mercer Compensation Framework. There has also been collective agreement on continued transparency and all CCAC CEO contracts will be posted on the public websites early next week.

B. Yetman commended N. Dudgeon on her increased participation at the provincial table and thanked her for her continued leadership.

The Board sought clarity on information to be posted publicly and S .Daub confirmed that in addition to CEO employment contracts the expense reports for the Board of Directors, CEO and Senior Directors will also be posted on the public website.

## **5.0 RESOURCE MANAGEMENT**

### 5.1 2014-2015 Budget

M. Pedrosa presented the final draft of the 2014-2015 budget. An overview of the annual planning process was provided. The planning and oversight process is similar to that followed by the Committees and Board in the past few years. This included a discussion at the Joint Finance and Client Service and Quality Committee around a Financial Scenario Framework to anchor a risk based conversation and the timing of engagement of Committees and Board should risks materialize.

M. Pedrosa confirmed that the Finance Committee feels that the budget process has allowed for appropriate oversight and engagement and that the:

- Budget is strategically aligned
- Assumptions are reasonable
- Budget allocations are effective

The Board was provided with background information on the critical assumptions, key risks and the financial overview.

**On a motion duly moved (Nailer), seconded (Dudgeon) and unanimously carried, the 2014-2015 budget was approved.**

## **6.0 ADJOURNMENT**

There being no further business, the meeting was adjourned.