

ANNUAL GENERAL MEETING**Meeting Details**

March 30, 2023
11:15 a.m. – 12:00 p.m.
Zoom videoconferencing

Presenters

Kerry Bowman, Chair
Bob Breen, Finance and Audit Committee member
Saleema Dhalla, CEO

Minutes**1. Welcome, Call to Order and Determination of Quorum**

K. Bowman called the meeting to order at 11:15 a.m. and welcomed all present to SafeCare BC's Annual General meeting. Quorum was confirmed.

The notice of the Annual General Meeting was sent to members on February 8, 2022 via the e-newsletter and all related documents were posted on the AGM page of the SafeCare BC website. K. Bowman expressed appreciation to all attendees and noted that it is the first in-person AGM since the pandemic started.

2. Approval of Consent Agenda

K. Bowman explained that all authorized voters and designated proxies of member organizations have been given a voting card that indicates the number of votes they hold. She requested that the voting cards be raised when voting on a motion.

The consent agenda includes the minutes of the 2022 AGM, the 2023 AGM agenda and adoption of Roberts Rules of Order to facilitate the proceedings.

MOTION: *Be it resolved that the consent agenda be approved as circulated.*

Moved by: M. Neumann Seconded by: J. Liebenberg **APPROVED**

3. Report of the Board Chair

K. Bowman highlighted SafeCare BC's mission and noted the areas of focus in 2022. She outlined the key priorities of the association as indicated in its three-year strategic plan.

K. Bowman pointed out that the end goal is to make sure continuing care sector workers go home at the end of each shift safe, healthy and injury-free.

4. Treasurer's Report

B. Breen provided the Treasurer's report on behalf of Board Treasurer, N. Bavis. He noted that the financial statements and auditor report were posted on the AGM webpage and that hard copies are available upon request.

He highlighted that SafeCare BC remains in solid financial footing and ended 2022 with a surplus. The surplus funds have been allocated to the unrestricted asset account to give the Board flexibility to access those funds if needed, to allow SafeCare BC to better respond to the sector's health and safety needs.

MOTION: *Be it resolved that the financial statements and auditor's report be approved as presented.*

Moved by M. Neumann Seconded by J. Lee **APPROVED**

MOTION: *Be it resolved that MNP LLP be appointed as the Association auditor for the 2023 fiscal year.*

Moved by K. Bowman Seconded by M. Ramdharry **APPROVED**

5. CEO's Report

S. Dhalla provided an overview of the key initiatives that SafeCare BC implemented in support of the sector as the pandemic shifted and some restrictions have been lifted. Given the pandemic's severe impact, SafeCare BC took a nimble and grassroots approach while the sector adjusts to the re-opening. She pointed out that each organization had varying needs and highlighted the importance of adapting support. Being innovative in their approach resulted in increased uptake and awareness of the organization as well as of its resources and programs.

She reported SafeCare BC's key initiatives in 2022, including the following:

- Launched a WHMIS healthcare course
- Hosted an event to promote safety innovation
- Supported the delivery of over 40 mental well-being webinars
- Hosted the inaugural Support Services Appreciation Day
- Launched three short, accessible videos on caring for people living with dementia
- Developed key resources for joint occupational health and safety (JOHS) committees
- Hosted three in-person conferences for health care assistants

She also shared the results of the member survey, noting that 85% of respondents said that SafeCare BC helped their organization with health and safety while 90% of respondents said they are more aware of health and safety because of SafeCare BC.

On injury trends, S. Dhalla reported that long term care has decreased while home care increased compared to the previous year. However, the injury rate for SafeCare BC members is lower compared to non-members.

While she recognizes that there are opportunities that lie ahead, she also noted the challenges in the sector including staffing shortages and rising acuity among others. These factors have been considered in planning SafeCare BC's various initiatives moving forward.

In closing, S. Dhalla thanked the Board of Directors, committees, staff, members and sector partners, and acknowledged that the initiatives implemented would not have been a success if not for the support they received.

6. Bylaw Amendments

K. Bowman presented the proposed changes to the bylaws and noted that the information was posted on the AGM webpage:

- A minor update on the mission statement
- An increase to the Board terms of office from two to three years
- A slate of candidates will be recommended consistent with the direction towards board recruitment
- Aligning the term of the Human Resources Representative to the term of the Board of Directors

There were no questions on the proposed bylaw changes.

MOTION: *Be it resolved that the proposed bylaw amendments be approved as circulated.*

Moved by M. Neumann Seconded by D. Brisebois **APPROVED**

7. Presentation and Approval of Board Candidates

K. Bowman provided a list of all open board positions and the candidates for each position.

She explained that a call for nominations was sent out to members via SafeCare BC's e-newsletter on January 11 with a closing date of February 3. The Governance Committee reviewed the board skills matrix to ensure that the skills and attributes that the board needs in the next year were considered in recommending a slate. The names and bios of board candidates have been posted on the AGM webpage.

She asked the candidates who were present to introduce themselves.

MOTION: *Be it resolved that the candidates to the SafeCare BC Board of Directors be approved.*

- Michele Thomson –Private Employer Representative
- Sharon Cook – Professional (medical/legal) Representative
- Khairun Jivani – At Large Director – Employer – Long Term Care)
- Tricia Gueulette – At Large Director (Employer – Home Care)
- Cheri Heywood –At Large Director (Frontline Worker – Home Care)
- Tonya Neufeld – At Large Director (Frontline worker – Long-term Care)
- Noreen Donnelly – Human Resources Services Representative (non-voting)

Moved by S. Connors Seconded by K. Kennedy-Strath **APPROVED**

8. Notification of Appointed Board of Directors

K. Bowman announced the Board Directors or representatives appointed by either their organizations or the Board.

Employee Representatives from Labour Groups:

- Hospital Employees Union – Lynn Bueckert
- BC General Employees Union – Mahen Ramdharry

Industry Association Representatives:

- BC Care Providers Association – Michael Neumann
- Denomination Health Association – Bob Breen

She also noted that Kris Coventry was appointed by the Board as a non-voting representative for a one-year term.



9. Recognition of Departing Board Members

There are six board members who stepped down from the Board, with four reaching their term limit.

K. Bowman recognized the following board members for their significant contributions, not just on the board but on committees and working groups as well:

- Nicki Bavis, Northcrest Care
- David Keselman, Louis Brier
- Dimitra Pololos, Kiwanis Care Centre
- Rob Senghera, Revera
- Jeanette Lee, Menno Place
- Twyla Johnson, Pacific Coast Health Services

10. Adjournment

K. Bowman adjourned the meeting at 12:00 p.m.

MOTION: *Be it resolved that the Annual General Meeting be adjourned.*

Moved by: L. Gerard Seconded: D. Pololos **APPROVED**