

ANNUAL GENERAL MEETING**Meeting Details**

March 15, 2024

12:00 p.m. – 12:30 p.m.

ELIM Village, Oasis

Presenters

Michele Thomson, Chair

Sandi Kolarcik, Treasurer

Saleema Dhalla, CEO

MINUTES OF THE MEETING**1. Welcome, Call to Order and Determination of Quorum**

Michele Thomson called the meeting to order at 12:00 p.m. and welcomed all present to SafeCare BC's Annual General meeting. Quorum was confirmed.

The notice of this meeting was sent to members electronically on February 9th and relevant documents have been posted on the SafeCare BC website. Also included in the consent agenda is the adoption of Robert's Rules of Order to facilitate today's proceedings. No questions were raised on the agenda.

2. Approval of Consent Agenda

M. Thomson 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 2023 AGM, the 2024 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: K. Coventry

Seconded by: N. Donnelly

APPROVED**3. Report of the Board Chair**

M. Thomson highlighted the challenges in 2023 and opportunities in 2024. She reported that over the past year, SafeCare BC's programs saw significant participation, with positive feedback on violence prevention training. SafeCare BC's communications efforts led to increased website traffic and engagement, emphasizing the value of SafeCare BC's resources in the healthcare sector.

4. Treasurer's Report

S. Kolarcik provided the Treasurer's report and noted that the financial statements and Auditor's Report were posted on the AGM webpage. She announced that hard copies are available upon request.

She highlighted:

- an increase in term deposits in 2023 compared to 2022 which is consistent with retained earnings, and
- increase in accounts receivables from expected grant funding.

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

Moved by M. Thomson Seconded by R. Breen **APPROVED**

MOTION: *Be it resolved that MNP LLP be appointed as the Association auditor for the 2024 fiscal year.*

Moved by S. Kolarcik Seconded by M. Ramdharry **APPROVED**

5. CEO's Report

S. Dhalla recognized the work of the SafeCare BC team for the past year. She presented the results of the Annual Member Survey and stressed the importance of members' feedback on issues important to them and on the effectiveness of our programs. There were 1,006 respondents, which was a 36% increase from the previous year. The survey mentioned:

- 89% said their organizations were supported with health and safety,
- 90% were more aware of health and safety because of SafeCare BC,
- topics of concern centered around mental health, musculoskeletal injury prevention, and education for those who care for individuals living with dementia.

She also highlighted:

- the increase in SafeCare BC's reach across the sector with the increase in social media engagement and attendance in SafeCare BC events,
- new courses developed, and
- 2,500 enrollments in SafeCare BC's online and instructor-led education and 1,600 people attendees for webinars.

She showed the different priority programs and highlighted several key initiatives. She presented the strategic direction with the goal of improving injury rates through data-driven strategies, fostering a culture of continuous improvement, and ensuring sustainability and adaptability in SafeCare BC's initiatives.

6. Presentation and Approval of Board Candidates

M. Thomson presented the 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 26 with a closing date of February 7. The Governance Committee reviewed the candidates' qualifications to ensure 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.*

- *Kathrin McMath – candidate for Not-for-Profit Employer Representative*
- *Noreen Donnelly – candidate for At Large Director Employer – Home Care*
- *Loren Tisdelle – candidate for Human Resources Services Representative*

Moved by N. Donnelly

Seconded by K. Coventry

APPROVED

7. Recognition of Departing Board of Directors

M. Thomson recognized the contributions of the Board Treasurer, Sandi Kolarcik, who is retiring and will be leaving the Board, and the Manager of Board Relations, Marife Sonico, who will be focusing on work for BC Care Providers Association. She thanked Sandi and Marife for their work to ensure with SafeCare BC and presented them plaques of appreciation.

8. Adjournment

M. Thomson adjourned the meeting at 12:29 p.m.

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

Moved by: N. Donnelly

Seconded: K. Coventry

APPROVED