

## Annual General Meeting

April 5, 2019  
Terminal City Club  
837 W Hastings Street  
Vancouver, BC V6C 1B6

**Chair:** Altaf Jina  
**Chief Executive Officer:** Jennifer Lyle  
**Treasurer:** Sue Emmons  
**Board Secretariat:** Marife Sonico

### Minutes

#### 1. Welcome, Call to Order and Determination of Quorum

SafeCare BC Board Chair A. Jina called the meeting to order at 10:33 am. Quorum was confirmed.

A. Jina welcomed all assembled to SafeCare BC's 5<sup>th</sup> Annual General Meeting. He introduced the board members and expressed his appreciation for their engagement for the past year.

He reminded the association members to drop their ballots for the board election at the designated boxes.

#### 2. Adoption of Agenda and Meeting Rules of Order

A. Jina outlined the voting procedures. He noted that a proper notice of the Annual General Meeting and financial statements were sent to members electronically.

**Motion:** *To facilitate the proceedings at this Annual General Meeting, be it resolved that the Robert's Rules of Order are adopted.*

Moved by: E. Price                      Seconded by: K. Baillie                      **Approved**

**Motion:** *Be it resolved that the notice of the meeting and financial statement be taken as read.*

Moved by: S. Emmons                      Seconded: H. Manning                      **Approved**

**Motion:** *Be it resolved that the proposed agenda be adopted in its entirety.*

Moved by: D. Hurford                      Seconded: D. Brisebois                      **Approved**

#### 3. Approval of 2018 AGM Minutes

The Board Chair referred to the minutes of the 2018 AGM posted on the website and the copies made available at the registration desk.

**Motion:** *Be it resolved that the minutes of the 2018 Annual General Meeting be approved.*

Moved by: D. Hurford                      Seconded by: D. Hauptman                      **Approved**

#### 4. New Business

##### a) Election for Board Positions

A. Jina identified the eight board positions that were up for elections and the names of the candidates. He explained the election process and announced that voting is closed.

After completion of vote counting, A. Jina announced the elected Board Directors.

**Motion:** *Be it resolved that the following candidates be approved:*

- **Private employer representative:** Nicki Bavis, Northcrest Care
- **Professional (medical/legal) representative:** David Keselman, Louis Brier Home & Hospital
- **At Large Director (Employer – Long Term Care):** Julia Glover, Buron Healthcare
- **At Large Director (Employer, Senior Leader Home Care):** Maria Moeller, Greater Vancouver Community Services Society
- **At Large Director (Employer, Owner/Operator - Home Care):** Kris Stewart, Advanced Home Care Solutions
- **At Large Director (Frontline Worker – Long Term Care):** Dimitra Pololos, Kiwanis Care Centre
- **At Large Director (Frontline Worker – Home Care):** Bon Wong, St. Elizabeth
- **Human Resource Services Representative:** Rob Senghera, Revera

Moved by: D. Levitt      Seconded by: S. Emmons      **Approved**

The Board Chair thanked the other candidates for their interest in serving on the SafeCare BC Board.

##### b) **Appointed Director and Representative positions**

A. Jina identified the representatives from industry associations, unions as well as the non-voting representatives on the Board.

###### Industry association representatives

- David Hurford, Three Links
- Robert Breen, Denominational Health Association

###### Employee/Union Representatives

- Maire Kirwan, Hospital Employees Union
- Barb Darroch, British Columbia Government and Service Employees' Union

###### Appointed Non-Voting Representative Positions

- Jennifer Lyle, Chief Executive Officer - SafeCare BC Health and Safety Association
- Daniel Fontaine, Chief Executive Officer – BC Care Providers Association
- Denise Subotin, WorkSafeBC Representative

**Motion:** *Be it resolved that the appointed Directors and Representatives be approved as presented.*

Moved by: E. Price

Seconded by: S. Emmons

**Approved**

**c) Recognition of Outgoing Board Members**

SafeCare BC CEO J. Lyle underscored the invaluable contributions of three departing board members. She expressed appreciation to A. Jina, S. Emmons and C. Plischke for their involvement with SafeCare BC since the association started. She acknowledged the dedication and commitment of these board members in advancing SafeCare BC's mission and in making the association grow.

D. Hurford acknowledged A. Jina's incredible service as well as his leadership and passion in moving the Association's mission forward, while D. Fontaine lauded S. Emmons' overwhelming support and attention to detail as Treasurer of the Board.

**d) Special Resolution – Bylaw Amendments**

The Board Chair explained that the proposed Bylaw amendments were circulated to members and copies were also made available at the registration desk.

**Motion:** *Be it resolved that the proposed bylaw amendments be approved as presented.*

Moved by: D. Hurford

Seconded by: D. Hauptman

**Approved**

**5. Reports**

**a) Chair's Report**

Board Chair A. Jina expressed pride at SafeCare BC's significant strides in reducing workplace injuries and creating a culture of safety in the continuing care sector. He highlighted that injury rate has declined by 16% and 6% for long-term care members and community health support services, respectively. While he acknowledged that the sector remains high-risk, he believes that without SafeCare BC, injury rates would have gone up instead of down.

A Jina thanked the association members for their commitment in creating a safer, healthier future for those working in continuing care and encouraged everyone to continue making a difference.

**b) Treasurer's Report**

S. Emmons shared that SafeCare BC is in good financial standing and had a clean audit report, as shown in the financial statements circulated to members. She explained that part of the unrestricted

net assets were internally restricted and are to be used solely at the discretion of the Board. It should also comply with externally-imposed restrictions established by WorkSafeBC.

**Motion:** *Be it resolved that the financial statements and auditor's report be adopted in their entirety as presented.*

Moved by: K. Baillie      Seconded by: H. Manning      **Approved**

**Motion:** *Be it resolved that MNP LLP be appointed as the Association auditor for the 2019 fiscal year.*

Moved by: D. Hauptman      Seconded by: E. Price      **Approved**

c) **CEO's Report**

CEO J. Lyle provided an overview of SafeCare BC and where it started. She highlighted the Association's accomplishments over the past five years including the increase in workshop streams being offered, the significant number of participants in workshops and education events and various resources developed, among others.

J. Lyle shared survey results showing that 79% of respondents indicate that they are more aware of health and safety because of SafeCare BC and 61% have changed the way they work because of SafeCare BC. She outlined the association's plans for 2019 and looks forward to implementing more initiatives in support of its strategic plan.

**6. Adjournment**

A Jina adjourned the meeting at 11:13 am.

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

Moved by: K. Baillie      Seconded: E. Hastings      **Approved**