



Report

CORPORATE SERVICES COMMITTEE

Tuesday, January 9, 2018

5:00 pm

Board Room

Chair: Todd McNeil

Attendees: Lynda Donovan, Dawn Flegel, Terry Button, Angela Edlington, Katie Colameco, Christie Klassen

Regrets: Lynn Rosales, Deb Pretty

Minute Taker: Nicole Hillier

Long Term Financial Planning

Service Volume Trends

Funding Analysis

2017-18 Child Welfare Funding Model

These three reports provided an overview of the information that is reviewed by agency staff as long term financial planning is considered. Overall, our volumes are declining and our funding is declining. With the exception of 16 and 17 year olds now being eligible for protection services, we anticipate the declining trend continuing and will plan accordingly.

Process for Development of the 2017/18 Internal Budget

Angela reviewed the process that the agency uses to develop the 2017/18 Internal Budget.

The salary and benefits budget line is the largest so time was spent reviewing how that line is budgeted. We are reasonably accurate in our volume projections which in turn inform the staffing allocations. Last year's document was shared as an example. staffing allocations

This past year, we had a higher than usual number of sick leaves (mental and physical health) which impacts the service delivery and staffing allocations. This item will be brought forward to the February Corporate Services meeting. We will focus on Wellness in the workplace this year.

Service Recognition Policy & Program

HR-XX Service Recognition Policy

This is a new policy being proposed that will be brought to the full Board.

Update on Financial Policy Review

Angela Edlington reviewed the finance policies. There are no changes to be made so the policies will not be required to go to the full board. These policies will be reviewed once again in 4 years.

Next Meeting –February 13, 2018 at 5:00 pm