



JIBC BOARD OF GOVERNORS (APPROVED)
Minutes of Regular meeting
March 24, 2022 - 1:00 p.m.
JIBC Boardroom and Virtual on Teams

Attending:

Dr. Stephen Gamble (Chair)
Maria Preovolos (Vice Chair)
Helen Allen
Laurel Douglas
Len Goerke
Jamie Sterritt
Dr. John Stubbs
Samina Tajwar
Mary Ellen Thorburn
Terry Yung
Dr. Michel Tarko (President)

Executive:

Colleen Vaughan (VP Academic)
Mike Proud (VP Finance & Operations)
Jina Lee (Deputy Chief Financial Officer)
Cindy Dopson (VP People & Culture)
Jody Robertson (Dir. Comms & Marketing)
Janet Haberfield (Executive Assistant)

Regrets:

Guests:

Jason LaRochelle, Director, Office of Indigenization (02.1)
Tanya Henderson, Research Development Program
Director (04.2)
April Haddad, Director, Library Services (04.3)
Yat-Sing Cheng, Consultant, BlueShifts (05.3)

Observers:

We respectfully acknowledge the Justice Institute of British Columbia's New Westminster campus is located on the unceded Traditional Territories of the Qayqayt and Musqueam Peoples.

2022-01-01 CONSENT AGENDA

MOVED by Mary Ellen Thorburn, seconded by Terry Yung
THAT the Consent Agenda be approved as presented
MOTION CARRIED

2022-01-02 PRESENTATIONS

Jason LaRochelle, Director, Office of Indigenization provided a presentation and overview of the Living Indigenization Plan. Jason spoke to operationalizing the plan and being more purposeful, fostering current relationships and ensuring ongoing assessment.

A grant has been received for Indigenous cultural safety training in our programs including police recruit training and will include a process to engage Elders in each of the municipalities we train in, to determine what is necessary to take a different approach and make a systemic change. It was recommended to include the Municipal Chiefs of Police in the process and to engage Indigenous Institutions for interchange of information

2022-01-03 REPORTS

03.1 President's Report and Strategic Territories

The President's Report along with Program Council minutes was previously distributed (copy on file). Michel provided an overview and update on the content.

Michel introduced Jody Robertson, Director, Communications & Marketing to speak to the Strategic Territories document. Jody spoke to modernizing and contemporizing the JIBC Brand and visual identity. Discussion noted that we need to think of the JIBC as more multi-cultural, and not leaning too far in one direction. Include community consultation and determine the unique issues from the various cultural groups. JIBC social media is good, positive, proactive, and sensitive.

Mike Proud advised that the Chilliwack property is declared surplus and once approval is received from the Ministry, will be put up for sale.

2022-01-04 GOVERNANCE MATTERS (BOARD OPERATIONS)

04.1 Program Termination: The Certificate in Justice and Public Safety Career Preparation

A covering memo was previously distributed (copy on file). Colleen Vaughan provided an overview of this certificate, noting a downturn in the uptake and high attrition rate.

MOVED by Maria Prevolos, seconded by Mary Ellen Thorburn

THAT the Certificate in Justice and Public Safety Career Preparation be approved for termination effective March 24th, 2022.

1 Abstention (John Stubbs)

MOTION CARRIED

04.2 Policy: Research Involving Human Participants Ethics

A copy of this policy and covering memo was previously distributed (copy on file).

MOVED by John Stubbs, seconded by Helen Allen

THAT the Policy: Research Involving Human Participants Ethics (revised) be approved as presented.

MOTION CARRIED

04.3 Policy: Copyright Compliance (Revised)

A copy of this policy and covering memo was previously distributed (copy on file). Colleen introduced April Haddad, Director, Library Services who provided responses to questions, noting that JIBC is moving towards having everyone take this orientation.

MOVED by John Stubbs, seconded by Helen Allen

THAT the Policy: Copyright Compliance be approved as presented.

MOTION CARRIED

04.4 Policy: Fair Dealing (revised)

A copy of this policy and covering memo was previously distributed (copy on file). Colleen provided a brief overview of the policy.

MOVED by Len Goerke, seconded by Laurel Douglas

THAT the Policy: Fair Dealing be approved as presented.
MOTION CARRIED

2022-01-05 STRATEGIC MATTERS

- 05.1 Q3 Financial Reports to December 31, 2021
The financial reports were previously distributed (copy on file). Mike Proud, Vice President, Finance & Operations, provided an overview of the financials package as presented.

MOVED by Len Goerke, seconded by Mary Ellen Thorburn
THAT the financial reports to December 31, 2021 be approved as presented.
MOTION CARRIED.

- 05.2 Fiscal 2023 Budget
The F23 budget was previously distributed (copy on file). Mike Proud introduced Jina Lee, Deputy Chief Financial Officer to the meeting. The Finance Committee met on March 10th and recommended that the board approve the budget. Mike provided an overview and invited Jina Lee to also provide input. The F23 budget deficit of \$3M will increase the debit balance of unrestricted accumulated surplus, and this signals pressure on operating cash. That said, cash balances are currently at \$15M and supported by ongoing operations.

MOVED by Len Goerke, seconded by Helen Allen
THAT the Board of Governors approve the Fiscal 2023 deficit budget of \$3 million dollars noting that the management of JIBC will engage with the Ministry of AEST on the necessary measures to address deficit mitigation, and THAT the fiscal 2023 budget be approved as presented.
MOTION CARRIED.

- a) Unit 4 Enhancement Project
A covering memo was previously provided on this matter (copy on file). There is a significant increase to the budget due in part to technical improvements and additional licencing costs, but we are confident there is good value provided by the work and spend for this project. This project will be capitalized and amortized over 10 years.

MOVED by Terry Yung, seconded by John Stubbs
THAT the Unit4 project update that reflects a projected total spend increase from \$1,945,092 to \$3,280,000 (including a 10% contingency for F22-24), and that management identify a plan to mitigate this change.
MOTION CARRIED

- 05.3 **ERM/Strategic Plan Report-Out (Yat-Sing Cheng)**
An ERM progress report was previously distributed (copy on file). Yat reported on the progress to date.
- 05.4 **Re-stated Strategic Plan 2027**
A memo was previously distributed (copy on file). The Strategic Plan launch will be mid June.
- 05.5 **CEO Draft goals for fiscal 2022-2023 ending March 31st, 2023.**
A copy of the President's Goals was previously distributed (copy on file) and shared for information. There will be some ongoing tweaks, and the goals are shared with all staff and

faculty. Some discussion took place on continual lobbying in Victoria, perhaps in the form of a more outward looking goal.

3:20 p.m. The meeting moved to In-Camera.

2022-01-06 NEXT MEETINGS

2022: June 2, September 29, November 24



Dr. Stephen Gamble
Board Chair



Dr. Michel Tarko
President and CEO