

Minutes for Board of Directors Meeting (Conference Call)

03/16/2020 | 12:00PM - 01:00PM - Atlantic Standard Time (US and Canada)

Attendees: Douglas Jones; Haley Flaro; Lucien Sonier; Julie Marr; Tina Soucy; Hector Losier; James Stanley; Donna McNeill; Mike MacMullin; Mel Norton, Gaetan Guerette

Staff present: Susan Layton

1. Adoption of Agenda

On motion duly made, seconded and carried it was unanimously resolved that:

The agenda of the Board of Directors meeting for March 16, 2020 is adopted, as presented.

2. Safety Moment

Staff reviewed the protocols around social distancing and its importance in light of COVID-19.

3. Declaration of Conflicts of Interest

The Chairperson asked Board members if they have any conflicts of interest arising from the meeting agenda and, if so, to declare that conflict. No conflicts of interest were declared.

4. Governance Committee Update

a. Letter from the Auditor General, dated February 17, 2020

The Chairperson of the WorkSafeNB Board of Directors received a letter from the Auditor General requesting an update on the status of implementation of performance audit recommendations related to the Phase I – Governance Audit.

b. Memorandum Regarding the Update on Status of Recommendations from the Auditor General's Governance Audit

Staff provided an update on the request from the Auditor General and WorkSafeNB's draft response.

c. Draft Update on the Status of Recommendations from the Auditor General

The Board reviewed the update for each audit recommendation. Staff also noted the updates would be incorporated into the Auditor General's worksheet template that was attached to her letter, in item 4(a).

On motion duly made, seconded and carried it was unanimously resolved that:

That items 4(a) and 4(b) be received and filed for information.

On motion duly made, seconded and carried it was unanimously resolved that:
That the updates in item 4(c) be approved, as amended, for submission to the Auditor General.

5. Update on Response to Claims Audit

The President & CEO gave a brief verbal update on the status of implementation of the Auditor General's performance audit recommendations related to the Phase II – Management of Injured Workers' Claims.

6. Approval of External Audit Plan

The President & CEO gave an overview of Grant Thornton's external audit plan that was presented to the Audit Committee, including the scope, timeline, and estimated budget.

On motion duly made, seconded and carried it was unanimously resolved that:
That the external audit plan be approved, as presented.

7. Update on Response to COVID-19

The President & CEO gave an update on the organization's response in light of the restrictions imposed as a result of the COVID-19 pandemic, which included the measures implemented for staff to work from home, direction to self-isolate for 14 days for any staff who had been travelling, and impacts to the Worker's Rehabilitation Centre.

Adjourn

Motion to Adjourn.