

Present:

Michael Werier, Chairperson
Winston Maharaj, President and CEO (Non-voting)
Jane MacKay Yvette Milner Chris Lorenc
Sylvia Farley Jean-Guy Bourgeois
Jan Schubert Peter Dyck Colleen Seymour

Being a quorum of the Board of Directors under *The Workers Compensation Act*.

Also Attending:

Lori Ferguson Sain, General Counsel & Vice President, Compliance & Corporate Services

Attending for Specific Items:

Renzo Borgesa, Vice President, Assessments, Innovation & Information Technology
Lorena Trann, Vice President, Chief Financial Officer, Finance & Administrative Services (CFO)
Jamie Hall, Chief Operating Officer, SAFE Work Manitoba (COO)

Regrets:

Rob Labossiere, Director

CALL TO ORDER

The Chairperson called the meeting to order and confirmed the agenda.

The Chairperson noted regrets were received from Rob Labossiere.

The Chairperson offered congratulations to Chris Lorenc on his milestone of 25 years as the President of the Manitoba Heavy Construction Association and to Winston Maharaj on his five year anniversary as President & CEO of the WCB.

It was noted the WCB was named as one of Manitoba's Top 25 Employers for the sixth year in a row.

MINUTES OF PREVIOUS MEETING

The Chairperson presented the minutes from the October 27, 2016 meeting of the Board of Directors.

On motion duly made and carried,

BE IT RESOLVED THAT the minutes of the October 27, 2016 Board of Directors Meeting are confirmed as a reasonable record.

BUSINESS ARISING

The Board of Directors received the information provided with the agenda.

FOR CONSIDERATION/DECISION

2017 DETAILED ASSESSMENT RATES

Jan Schubert introduced this item on behalf of the Finance Committee.

The Board of Directors received for information the results of running the assessment rate model for 2017.

**2017 BOARD OF DIRECTORS, FAIR PRACTICES AND INTERNAL AUDIT
DEPARTMENTAL BUDGETS
(Board Order No. 35/16)**

Yvette Milner introduced this item on behalf of the Finance Committee

On motion duly made and carried,

BE IT RESOLVED THAT THE Board of Directors approve the 2017 budgets for the Board of Directors, Fair Practices and Internal Audit Departments.

**2017 BUDGETS AND 2018-2021 PROJECTIONS
(Board Order No. 36/16)**

The CFO joined the meeting.

Sylvia Farley introduced this item on behalf of the Finance Committee. The Board discussed the administration costs statistical measures. It was noted that direct jurisdictional comparisons are difficult as there is significant variability on waiting periods and coverage levels.

There was discussion about the 2017 budget. Most division's budgets remained flat or decreased. It was noted the increase is related to non-discretionary expenses (pension plan, benefit costs, property tax etc.) Included in the overall budget is a managed reduction of \$0.5 million indicating the Administration's effort to contain costs. The 2017 to 2013 comparison budgets were provided to illustrate the five year projections on staffing and administrative expenses are tracking to the forecasted levels. In the five year period starting in 2013, the WCB assumed responsibility for the prevention mandate as well as embarking on significant projects to achieve the strategic direction that was set out by the Board of Directors.

The Board discussed the assumptions used to create the budget including payroll growth, discount rate and forecasted rate of return.

On motion duly made and carried,

BE IT RESOLVED THAT the Board of Directors approve the 2017 operating expense budget, the 2017 capital expenditures budget, the 2017 SAFE Work Manitoba budget and the 2017-2021 budgeted/projected financial statements.

The CFO left the meeting.

ADJUSTMENT IN COMPENSATION REGULATION (Board Order No. 37/16)

Jan Schubert introduced this item on behalf of the Finance Committee.

On motion duly made and carried,

BE IT RESOLVED THAT the Board of Directors approve the regulation concerning the 2017 Adjustment in Compensation.

EXTERNAL AUDITORS ENGAGEMENT DISCUSSION (Board Order No. 38/16)

Peter Dyck introduced this item on behalf of the Audit Committee.

On motion duly made and carried,

BE IT RESOLVED THAT the Board of Directors approve the recommendation that the current external auditor be included in the list of firms invited to participate in the RFP for an external auditor when it is offered.

REPORT OF THE LEGISLATED PROGRAM AUDIT

Peter Dyck introduced this item on behalf of the Audit Committee. He noted every five years, an audit must be conducted of at least one program provided under the Act. The audit examined the processes related to the Review Office, including File Access.

The Board of Directors received for information the report by PricewaterhouseCoopers of the legislated program audit of the Review Office, including File Access, and the WCB management response.

INTERNAL AUDIT REPORT: PREVENTION GOVERNANCE

Peter Dyck introduced this item on behalf of the Audit Committee. The report is provided to the Board to assist with their oversight responsibilities. The report will also be provided to the Prevention Committee.

The Board of Directors received for information the Internal Audit Report on Prevention Governance.

STAKEHOLDER CONSULTATION ON ALTERNATE FUNDING FOR INDUSTRY-BASED SAFETY PROGRAMS

The COO, SAFE Work Manitoba joined the meeting. He provided information on the consultation plan for engaging stakeholders in the consultation process which will include meetings with a number of organizations, a discussion paper as well the possibility of focus groups.

The Board of Directors received for information the plan for consulting with Class E employers regarding "An Alternative Way to Fund Industry-Based Programs".

The COO left the meeting.

**POLICY ON PREVENTION REBATE PROGRAM
(Board Order No. 39/16)**

Peter Dyck introduced this item on behalf of the Prevention Committee. The Prevention Rebate Program is the third of the three inter-related components of SAFE Work Manitoba's strategy which includes the enhancement and expansion of Industry-Based Safety Programs and the development of the SAFE Work Certified Program. The Prevention Rebate Program will provide a financial rebate to employers who have adopted and maintained specific workplace safety and health standards.

On motion duly made and carried,

BE IT RESOLVED THAT the Board of Directors:

1. Approve the new policy Prevention Rebate Program, effective January 1, 2018.
2. Rescind WCB Policy 35.20.20 *Construction Health and Safety Incentive Program* effective December 31, 2017.

**PREVENTION PLAN - PLANNING FOR THE NEXT FIVE YEAR PLAN
(Board Order No. 40/16)**

Peter Dyck introduced this item on behalf of the Prevention Committee.

On motion duly made and carried,

BE IT RESOLVED THAT the Board of Directors approve that the Prevention Committee oversee the development by SAFE Work Manitoba of the next Five Year Plan for Workplace Injury and Illness Prevention.

COMMITTEE AND CHAIRPERSON APPOINTMENTS

The Chairperson will confer with Board members to discuss their preferences related to Committee appointments and Chairperson assignments for the coming year. This matter will be addressed at the January 2017 Board of Directors meeting. In the interim, the Board agreed to confirm the current Committee membership.

CEO EVALUATION COMMITTEE (Board Order No. 41/16)

The President & CEO left the meeting.

The Chairperson reviewed the process for the evaluation of the CEO.

On motion duly made and carried,

BE IT RESOLVED THAT the Board of Directors appoint the following members to the CEO Evaluation Committee: Michael Werier, Jane MacKay, Rob Labossiere and Jan Schubert.

The President & CEO rejoined the meeting.

OTHER BUSINESS

PROGRAM PRESENTATION: INFORMATION TECHNOLOGY

The Vice President, Assessments, Innovation & Information Technology joined the meeting.

The Board of Directors received a presentation on the Information Technology function at the WCB. Information included a general overview of the Information Technology area, as well as findings and recommendations of an operations review. The Board also discussed succession planning.

The Vice President left the meeting.

REPORTS

COMMITTEE REPORTS

The Board of Directors received the following Committee reports as information:

- Audit Committee Meeting - November 9, 2016
- Prevention Committee - November 17, 2016
- Finance Committee Meeting - November 22, 2016

ADMINISTRATION REPORTS

The Board of Directors received the information provided with the agenda.

Vice President, Human Resources & Strategy Division Recruitment: The President & CEO reported the competition for this position has concluded. He thanked Jane MacKay for her assistance in the recruitment process.

The Board of Directors moved *in camera*. Jane MacKay and Jean-Guy Bourgeois declared a potential conflict and left the meeting.

The Board of Directors moved out of camera. Jane and Jean-Guy rejoined the meeting.

BOARD OF DIRECTORS WORK PLAN

The Board of Directors received the information provided with the agenda.

CONCLUSION

As all matters coming before the Board had been dealt with, the Chairperson declared the meeting to be concluded at 2:33 p.m.

The next meeting will be held in the 6th floor Boardroom, 333 Broadway on December 20, 2016 at approximately 1:00 p.m.



Chairperson



Corporate Secretary