 <p>Justice Institute BRITISH COLUMBIA</p>	<p align="center">JIBC BOARD OF GOVERNORS Minutes of Regular meeting March 25, 2024 – 1:00 p. m. Virtually - Teams</p>
<p><u>Attending:</u> Maria Preovolos (Chair) Samina Tajwar (Vice Chair) Helen Allen Laurel Douglas Darryl Gray Jamie Sterritt Dr. John Stubbs Mary Ellen Thorburn Jim Wishlove Terry Yung Colleen Vaughan (Interim President)</p> <p><u>Executive:</u> Cindy Dopson (VP People and Culture) Mike Proud (VP Finance and Operations) April van Ert (VP Brand, Communications and Engagement) Sarah Wareing (VP Academic)</p> <p><u>Minute Taker:</u> Krupali Rao</p>	<p><u>Regrets:</u></p> <p><u>Guests:</u> Becky Donelon Kent Highnam</p> <p><u>Observer:</u> Sorena Khanlou Jessica Lamb Thach-Thao Nguyen</p>

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01 CONSENT AGENDA

**The Consent Agenda was approved as presented.
 All in favour and none opposed.**

MOTION CARRIED

02 CHAIR'S REPORT

02.1 Chair's Report

Maria Preovolos noted that most items will be discussed later in the meeting. She shared that she had an introductory call with Honourable Minister Lisa Beare where she highlighted the upcoming vacancies on the Board along with the ongoing search for our new President and CEO.

03 PRESENTATIONS

03.1 Current Context with Health Sciences Division

Becky Donelon went through the presentation that was shared in advance. There was some discussion around student demand, faculty capacity, and changes to accreditation. The board members expressed gratitude for Ms. Donelon and the team's work.

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03.2 ERM Update

Mike Proud shared the ERM update and added the mitigation plans for high level risks. JIBC is now more cautious and aware thanks to the ERM process in general. There was some discussion about why some risks moved into a different zone (green, orange or red). Cindy Dopson added detail around EDI and a couple other organizational risks (#5 and #6). It was noted that the plan going forward entails discussing this topic in both fall and March, annually. The Board members appreciated the work done by Mr. Proud and the progress made since the beginning stage.

04 REPORTS

04.1 President's Report

The President's Report was previously distributed along with Program Council minutes (copy on file). Colleen Vaughan highlighted the points related to six strategic commitments and reviewed issues coming up from January 2024 till date. Some of the highlights were:

- Mr. Tarko's retirement was a focal point of Q3 FY2024.
- JIBC received \$100K Bell Let's Talk grant which allows JIBC to improve the mental health supports and resources to students, including student roles to promote EDI.
- Stronger BC Skills Grant: JIBC Leadership shared some concerns about the impact of not having this extended to EMR students in Q4 and shortly thereafter an exception was made by the Ministry. The grant was extended till March 2024 for 180 students in EMR program.
- JIBC received some funding from PSFS for replacing, renewing or demolishing some props of Fire and Safety Program at Maple Ridge campus, and team was able to purchase a used fire truck.
- JIBC continues to make cyber security improvements including awareness campaigns for staff and faculty which is a top priority.
- The Police Academy collaborated with the Office of Indigenization to develop "Indigenous Knowledge Keeper" video series. These videos featured messages from Elders and other knowledge keepers for recruits, regardless of their training stage.
- Emerging issues: Honourable Minister Lisa Beare had previously visited the Maple Ridge campus in her MLA role and recently visited the New Westminster campus. It was great opportunity for her to learn more about JIBC and the challenges around capacity and funding.
- The proposed model of the Police Academy (PA) was rejected, and the team is back to the drawing board to explore higher numbers for each cohort and how it might work.

There was some discussion around the increased police recruit seat needs, the Knowledge Keeper video series and Unit 4 enhancements.

On behalf of the Board, Ms. Prevolos expressed the Board's appreciation for Ms. Vaughan's dedicated service and the work in her interim role.

05 GOVERNANCE MATTERS (BOARD OPERATIONS)

05.1 Safe Disclosure Policy and Procedure (PIDA)

05.2 Fraud Policy & Procedure – Retirement

Mr. Proud provided an overview of this policy. This version was implemented sector-wide, utilizing a template standardized across the PSIs, leaving minimal flexibility for alterations. Mr. Proud added that when adding it to the intranet and website, the team will ensure to tag it with a 'whistleblower' or similar tag. This policy will replace the Fraud policy.

05.3 Facility Rental Policy and Procedure

Mr. Proud provided an update on this new policy and procedure that was developed as result of a rental review report. The user groups are defined here in terms of who gets to access, who pays, etc.

05.4 Flag Display Policy

05.5 LODD Policy

Ms. April van Ert provided an update and overview of changes made to the Flag Display Policy. The major changes were that the Flag Display Policy and Line of Duty Death (LODD) Policy were under one policy and now they will be separate with more clarity about who are covered under these policies, and the responsibilities of the Brand, Communications and Engagement (BCE) and Facilities teams.

MOVED by Mary Ellen Thorburn and Seconded by Terry Yung

THAT ALL five policies be approved as presented

MOTION APPROVED

All in favour and none opposed.

MOTION CARRIED

06 STRATEGIC MATTERS

06.1 Financial Reports Q3 to December 31, 2023

06.2 Budget F2025

A copy of the Financial Report and Budget F2025 were previously distributed. Mary Ellen Thorburn stated that the FAC met in February and March 2024 to address the Q3 Financial report and the Proposed Budget for F2025 respectively. Mr. Proud provided some highlights for overview on both meetings and clarified the question around the International Students' related data.

MOVED by Helen Allen and Seconded by Jim Wishlove

THAT the Q3 Financial Report be approved as presented.

MOTION APPROVED

All in favour and none opposed.

MOTION CARRIED

MOVED by Mary Ellen Thorburn and Seconded by Terry Yung

THAT the Budget F2025 be approved as presented

MOTION APPROVED

All in favour and none opposed.

MOTION CARRIED

06.3 JIBC Foundation (JIBCF) Transition Status

A copy of the briefing note and presentation were distributed previously. Ms. Vaughan provided the context for the topic and highlighted that the JIBC Executive team, Director of Office of Development and the Foundation Board have been exploring the potential to change the governance and fund-raising model for the purpose of increasing philanthropic activity while reducing the administrative work to operate a separate Foundation. Ms. Dopson added highlights, clarified some questions around the average amounts received annually currently, and how it is received by the JIBCF Directors, and external consultation done till date. She asked for approval to adopt the plan as presented and endorsement of a commitment letter to the JIBCF from the Board of Governors.

MOVED by Helen Allen and Seconded by Terry Yung

THAT the JIBC Foundation Transition Plan be approved as presented

MOTION APPROVED

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**All in favour and none opposed.
MOTION CARRIED**

06.4 Employee Engagement Survey Results

A copy of the briefing note and presentation were distributed previously. Ms. Dopson noted that this is based on the pulse survey done last fall. JIBC is following the cycle of full engagement survey in even years and pulse survey in odd years. She shared highlights around the focused work done by the team to capture feedback from previous surveys, and the work that continues to be done based on the feedback received while maintaining transparency with the staff. She shared the results from the survey which were statistically flat to previous year reflecting some of the progress made, and the time of uncertainty and ambiguity with the announcement of change in leadership. Ms. Preovolos requested for the action plan based on the feedback to be brought to the June Board meeting.

06.5 International Students Update


Ms. Vaughan provided an overview of the latest change to the Federal Government Policy announced on January 22, 2024, which amounted to a 35% reduction in the number of approved study-permits for international students across the country. She noted that the maximum number of allotted attestation letters that can be issued by JIBC is 364 and hopefully could result to 202 new students starting in 2024, to keep it at same level of 2023 numbers. This is based on provincial average conversion rate of 60%. JIBC is reviewing the international student recruitment and enrolment practices to ensure effectiveness in attracting qualified and committed students and forecasting some chill effect and learnings from these changes. There was some discussion about ratio between graduate and post-graduate students at JIBC and how it impacts the programing.

The Meeting adjourned at 2.47 pm.

The Board of Governors moved into In-Camera without Executive.



Maria Preovolos
Board Chair



Colleen Vaughan
Interim President and CEO