

Registrant Board Members

Regional Electoral District 1	Rebecca Martin, PAg (Chair); Natasha Neumann, PAg
Regional Electoral District 2	Jessica Morgan, PAg, RPBio (Past Chair) (only Saturday, February 24); William Shaw, PAg
Regional Electoral District 3	Warren Mills, PAg; Yasemin Parkinson, PAg (only Friday, February 23); Kirk Phair, PAg (Treasurer)

Lay Board Members

Brock Endean
Guy Chartier (until 10:03 am, Saturday, February 24)
Betsy Gibbons (only Friday, February 23)

BCIA Staff

Jane Kerner, PAg, Interim CEO
Ryan O'Grady, PAg, PEng, Registrar
Laurena Olsen, Deputy Registrar (recorder)
Kara Hamilton, Finance Officer
Jasmine Wong, Provincial PD Coordinator (only Friday, February 23)

Regrets

Carla Corbett Schiller, RPBio (Lay Board Member)

Friday, February 23, 2024

The Board undertook governance training with Bradley Chisholm, founder, and principal of The Regulator's Practice.

Saturday, February 24, 2024

The meeting was called to order at 9:01 am

1. Call to Order

The Chair called the meeting to order and confirmed quorum was met, which included at least one Lay Board Member present.

2. Approval of Agenda

Move the Friday agenda line items to Saturday morning.

Motion to accept the agenda as amended. Carried

3. Approval of Draft Meeting Minutes

- **Motion to approve the June 14, 2023 meeting minutes. Carried**
- **Motion to approve the October 30, 2023 meeting minutes as amended. Carried**
- **Motion to approve the November 22, 2023 meeting minutes as amended. Carried**
 - **Action:** Interim CEO and Registrar to meet with the Office of the Superintendent of Professional Governance (OSPG) to inform them a meeting was held in late 2023 with no lay member present. No decisions were made, however BCIA recognizes this is not appropriate practice and this will not be repeated.
- **Motion to approve December 2, 2023 meeting minutes as amended. Carried**
- January 16, 2024 – BCIA AGM – review only; to be approved at the BCIA AGM on May 8, 2024.

4. Finance Officer Report

Written report submitted by the Finance Officer was presented, and highlights were discussed.

- **Motion for staff to develop a plan and manage budget for IT services including a reassessment of the 2024 budget allocation and provide suggestions moving forward, then report back to the Board for the April meeting. Carried**
- **Action:** defer 2024 Branch Budget discussion to the April meeting

5. Interim CEO Report

Written report submitted by the Interim CEO was presented, and highlights were discussed.

- **Action:** staff to direct the Indigenous Level II Working Group to develop a formal recommendation by April meeting and provide a strategy and stronger rationale with financial considerations for the change in direction.
- **Action:** Staff to develop a 2024 and 2025 schedule of outreach events for the April Meeting.
- The Interim CEO added to the report that there are no updates from Agrologists Agronomes Canada (AAC). Upcoming meeting(s) before April.
 - **Action:** Interim CEO will include an update on AAC for the April meeting.
- The Board determined that a Returning Officer for the 2024 election was required.
 - **Motion** to assign Rob Kupchanko, PAg as the Returning Officer for the 2024 Election. **Carried.**

6. Registrar Report

Written report submitted by the Registrar was presented, and highlights were discussed.

- **Action:** Interim CEO and Registrar to draft a gap analysis and interpretation of what the organization's needs are moving forward, in preparation for the April meeting with a draft assessment ready for the Executive Working Group's review by March 26, 2024.

7. Provincial PD Coordinator Report

Written report submitted by the Provincial PD Coordinator was presented, and highlights were discussed.

8. Appointments

- Curtis Ruttan, AAg – Governance Working Group
- Brian French, PAg – Investigation Committee
 - **Motion** to accept the above appointments as recommended by the Nomination Committee. **Carried**

9. Close off Strategic Advisement Working Group

The Strategic Advisement Working Group Terms of Reference was shared and discussed.

- **Action:** table the discussion until the April meeting; staff to develop a plan and next steps for the meeting.

10. Committee and Working Group Reports

Committee and Working Group reports were presented and discussed, including the need for appropriate review before submission..

11. Committee and Working Group 2024 Work Plans

Committee and Working Group Work Plans for 2024 were reviewed, and highlights discussed.

- **Action:** Brock Endean to share a work plan or task calendar template with staff; Executive Committee to draft 2025 Board Work Plan for September meeting.

Upcoming Meeting Dates

- March 15 – virtual Board Governance Training
- April 12-14 (quarterly) - Westin Wall Centre, Vancouver Airport
- May 11 – Nanaimo
- June 20 - virtual
- July 25 - virtual
- September 20-22 (quarterly) – Hotel TBD
- November 7 - virtual
- November 29-December 1 (quarterly) – Hotel TBD

12. Other Business

The topic of the vice-chair position was added to the agenda and discussion ensued regarding eligibility requirements.

- **Action:** staff to consult legal counsel regarding changes in Bylaws to delete the eligibility requirements for Vice Chair plus investigate best practices for board appointments..

14. In-camera

- **Motion** to leave meeting for in-camera. 3:05 pm. **Carried.**

- **Motion to return to meeting. 4:06 pm. Carried.**

Adjourn meeting at 4:06 pm