

Report to SCBC Board of Directors

Committee Name: Governance Committee

Report Date: March 12, 2025

Liaison to the Board: Kate Pelletier

Meeting Date: March 12, 2025

Date of Last Meeting: January 8, 2025

Date of Next Meeting: May 7, 2025

Meeting Summary:

Reviewed and discussed a document that will identify the timelines for Governance Review of policy etc. Also discussed the signing of the Board Delegation of Authority, and Code of Conduct by board members annually (see motions below). Final format editing is being done on the Board Handbook and Policy Manual and they will be distributed to the Board once this is complete. Michelle has provided information on the research she has done re: lawyer review of our policies and documents. She will provide a report to the Board after Provincials are completed for discussion and decision about how to move forward. Lesa provided the committee with the Risk Registry she has been working on – this work is ongoing. Feedback from competitions was discussed and Michelle will provide the Board with a debrief after the Provincials as to what worked, pain points, suggested changes. We also discussed the development of some additional materials to inform/assist Tech Chairs in their role.

Action Items in Progress:

- Governance Review Timelines
- Risk Registry

Questions for the Board or Items for Board Input or Information:

Delegation of Authority – signing of Board members

Board Code of Conduct – signing of Board members

Motions

1. That the Board approve that Board members sign the Delegation of Authority document before the next Board meeting and thereafter sign it each year at the SkillsCanadaBC Annual General Meeting.
2. That the Board approve that Board members sign the Code of Conduct before the next Board meeting and thereafter sign it each year at the SkillsCanadaBC Annual General Meeting.