



EXECUTIVE COMMITTEE MINUTES OF VIDEOCALL

Date: September 19, 2018
Time: 1:00 PM – 3:00 PM
Location: Video Conference

Present: Stephanie Killam (chair), Corrine Porter, David Luff
Regrets: Jurgen Puetter, Wayne Sawchuk
Guests: N/A

Meeting Materials:

Six attachments supported the agenda which were posted to the secured Members Section under the “Executive Committee” section

1) Review and Approve June 6, 2018 Executive Minutes

There was insufficient quorum on the call for any Executive business other than to receive a presentation on the Ministry’s NE Prescribed Burn Strategy.

Action: Presentation to be part of the October Board Meeting.

2) Review and approve Fiscal 2018/19 Work Plan and Operational Budget Forecast

Executive approved the workplan for presentation to the Board in October with a revision of replacing the projected Update to the Collaborative Agreement with UNBC project (as the work can be delayed to 2019/20) with the unfunded priority of re-establishing a two-year Strategic and Operational Business Plan.

ACTION: Phil to make the recommended revisions and present to the October Board Meeting.

3) Review and approve Fiscal 2018/19 Operational Budget Forecast by Quarter

Executive reviewed and approved the forecast with the proviso that it be revised to reflect the changes identified in the preceding item.

ACTION: Phil to revise the forecast based on Executive direction and present to the October Board Meeting.

4) Review and approve Fiscal 2018/19 Q1 Actuals vs Budget Forecast

Executive reviewed and the approved Q1 Actuals vs Budget Forecast report.

ACTION: Phil to reflect Q1 actuals in the Work Plan and Operational Budget Forecast.

5) Review of potential speakers and Board discussion with MFLNRORD for October 23 and 24 Board Meeting in Prince George



Executive reviewed and approved the potential speakers list with recommendations of who should speak on Day 1 versus Day 2.

ACTION: Phil to finalize speakers list to allow time for Executive final review and comment via email.

6) Expression of interest to join the Board (Ryan Dickie, Fort Nelson FN).

This was an information piece for Executive. Executive were pleased of Ryan's interest and looked forward to meeting with him at the October Board Meeting.

ACTION: N/A

7) Northeast Roundtable participation by the Board.

Executive discussed whether it was appropriate for the Board to have representatives on this roundtable as "stakeholders". Executive concurred this was not appropriate but deferred to further discussions with Ministry Officials regarding participation as "interested parties" or "observers".

ACTION: Phil to ensure this is a discussion point with Ministry Officials at the October Board Meeting.

8) New Business

No new business

9) Meeting Adjourned: 2:00 PM

10) Next Meeting date: to be determined by poll.