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**At its meeting on January 26<sup>th</sup>, 2018 the Workers' Compensation Board of Directors:**

- Discussed a number of governance related topics including upcoming development needs for Board members, an update on the term schedule of Board members and results of the 2017 Board evaluation process.
- Reviewed the following administrative policies as part of an annual review process: Code of Conduct; Conflict of Interest; Occupational Health, Safety and Wellness; Fraud, Misrepresentation and other Irregular Activity; Disclosure of Wrongdoing; and Privacy.
- Approved the proposed schedule of activities to develop the 2019 Operational Plan.
- Endorsed an approach to developing the 2017 Annual Report.
- Provided input on regulatory development for Post-Traumatic Stress Disorder legislation.
- Received an update on the *Workplace Safety Action Plan for Nova Scotia's Health and Community Services Sectors*.
- Received a report from the Business Transformation Advancement Program Subcommittee of the Board of Directors from its meeting on January 22<sup>nd</sup>.
- Conducted an evaluation of the CEO's performance for 2017 and provided input on goals for the CEO in 2018.
- Receive an update from the Chair and CEO on the Executive Corporate Secretary's performance in 2017 and provide input on the goals for this position in 2018.
- Discussed the short-term replacement plan for the CEO, Vice Presidents, Client Relations Officer and Executive Corporate Secretary positions, in the event of any unexpected absences, as per its annual update on succession planning.
- Received updates from the Chair and CEO on activities and developments since the previous Board meeting.

*Please note that new and revised Policies are distributed to all Policy Manual holders. The Policy Manual is available at regional public libraries, and is posted on the Workers' Compensation Board of Nova Scotia's website, [www.wcb.ns.ca](http://www.wcb.ns.ca)*

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*Chair*  
Rod Bugar

*Deputy Chair*  
Chris Power

*Employer Representatives*  
*Directors*  
Luc Erjavec  
Angus Bonnyman  
Duncan Williams  
Steve Ashton

*Worker Representatives*  
*Directors*  
Janet Hazelton  
Betty Jean Sutherland  
Jeff Brett  
Rick Clarke