

WORK SAFE. FOR LIFE.

WORKERS' COMPENSATION BOARD OF NOVA SCOTIA

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Highlights

Highlights of the meeting of the Board of Directors of the Workers Compensation Board of Nova Scotia.

Next meeting: October 17-18th 2013

At its meeting of September 25th and September 27th the Workers' Compensation Board of Directors:

- Received the mid-Year reports from the Office of the Employer Advisor and the Office of the Worker Counsellor Program.
- Received and approved a report from the Chair of the Finance and Investment Committee on discussions at the September 13th meeting of the Committee:
 - The Committee approved the investment report for the quarter ended June 30th 2013 including a summary of investment performance for the period;
 - The Committee received an update on the status of a proposal from the Nova Scotia NS Pension Services Corporation regarding a potential division of investment responsibilities between the two organizations;
 - The Committee discussed a presentation given to the Audit and Risk Oversight Committee in June by securities litigation firm Robbins Geller Rudman & Dowd.
 - The Committee conducted interviews of short listed candidates for a new Global Equity Manager. The Committee recommended and the Board approved retaining Baille Gifford as the Global Equity Manager to manage 10% of the portfolio assets, to be financed through a 5% reduction each in international and US mandates.
 - The Committee deferred its annual review of the Statement of Investment Principles and Objectives (SIPO) and Terms of Reference for the Committee to their December meeting.
- Received and approved a report from the Chair of the Audit and Risk Oversight Committee on discussions at the September 24 meeting of the Committee:
 - The Committee received and the Board approved the financial statements and report to the community for the quarter ended June 30th 2013;
 - The Committee received and accepted a report on operational performance, procurement and the Officers' Certificate for the quarter June 30th 2013;
 - The Committee received an overview of items that have been identified in the third quarter of 2013 that could pose operational, reputation or financial risks to the organization;
 - The Committee received an update on the organizational rollout of Enterprise Risk Management;
 - The Committee conducted its annual review of the Terms of Reference for the Committee - no revisions were identified;
 - The Committee received an inventory of plans that are in place to address disaster recovery and business continuity issues.
 - The Committee met with the Internal Auditor to receive an audit report and a progress report on the 2013 Audit Plan;
 - The Committee conducted interviews in relation to a recent Request for Proposal (RFP) for internal audit services. The Committee recommended and the Board approved KMPG as the external service provider for internal audit services.

- Received and approved a report from the Chair of the Governance and Policy Committee on discussion at the September 12th meeting of the Committee:
 - The Committee recommended and the Board approved a minor revision to the Terms of Reference for the Committee;
 - The Committee recommended and the Board approved the paper entitled “*Program Policy Issues Clarification Paper: “Noise Induced Hearing Loss”*” for Stage 1 Consultation;
 - The Committee recommended and the Board approved revisions to section 5.13 of the Corporate Governance Manual, regarding ongoing Board of Directors education;
 - The Committee received the WCBNS Occupational Health and Safety Report for the quarter ending June 30th 2013;
 - The Committee received an update on the meetings of the Occupational Health and Safety Advisory Council held in June, July and August;
 - The Committee received a jurisdictional overview of consultation processes;
 - The Committee received a preview of the script for an upcoming Safety Awareness Media Campaign;
 - The Committee discussed a proposed approach for the assessment of Board member competencies;
 - The Committee received an update on the Soteria Strains project.
- Received the regular reports from the Chair and the CEO on activities and developments since the previous Board meeting.
- Received a presentation from representatives of the Health and Extended Benefits Unit on the operations of the Unit.
- Received an update from the Department of Labour and Advanced Education on results of the second round of consultation of the Administrative Penalties review.
- Met with the Co-Chair of the Occupational Health and Safety Advisory Committee to discuss issues of mutual interest.
- Received an update on the status of the Internal Appeals Review project.
- Received an update on work that has been completed to date on a Service Culture project.
- Approved the 2014 budgets for the Office of the Employer Advisor and the Office of the Worker Counsellor Program.
- Approved the 2014 Board meeting calendar and 2013-2014 macro agenda.

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

Chair
Elaine Sibson

Deputy Chair
Chris Power

Employer Representatives
Directors
John Amirault
Jim Melvin
David Thomson
Philip Veinotte

Worker Representatives
Directors
Janet Hazelton
John Hugh MacArthur
Dean Tupper
Betty Jean Sutherland