

## Board Meeting Summary, September 2021

Highlights of the monthly Board of Directors' meeting of the Workers Compensation Board of Prince Edward Island

### BOARD OF DIRECTORS

#### Chair

Jim MacPhee

#### Employer Representatives

Alan MacKinnon

Gail Ellis

Krishna Burugadda

#### Worker Representatives

Nicole McKenna, Vice Chair

Valerie Robinson

Nancy MacFadyen

At the September 23<sup>rd</sup>, 2021 meeting, the Workers Compensation Board of Directors:

- Received reports of the work of the Audit Committee and Governance Committee.
- Received a report from the Chief Executive Officer on operational items including:
  - COVID-19 Operational Plan
  - Remote Work Policy
  - Organizational Review
  - Update on Capital Projects
- Received a monitoring report on the “Treatment of Clients”. This policy is monitored bi-annually and provides direction to the Chief Executive Officer with respect to services and expectations for clients including such areas as collection, storage and access to information, the need for privacy in dealing with clients, the provision of communication materials at an appropriate reading level of the general population, the requirement that all staff act with integrity and professionalism and the need to provide a complaint process for clients who believe they have not been provided a reasonable interpretation of the policy. Analysis indicates WCB compliance with this policy. (Executive POL- 103).
- Received a report on the Safety and Prevention Activities from the OHS Division.
- Received the Final Evaluation Report on the Grant Program and henceforth cancelled the program.
- Approved amendments, in principle, to the following Independent Operator Policies to go to the Workers Compensation Board's website for stakeholder consultation:
  - POL19, Employer Registration
  - POL-22 – Personal Coverage
- Approved policy:
  - POL-161, Disclosure of OHS Information

**Please note amended policy & act are available on the Workers Compensation Board’s website under “WCB Information: Policy & Legislation”.**

- Approved proposed legislative amendments to the *Workers Compensation Act*.
- Established the next Board of Directors' regular meeting date for October 28<sup>th</sup>, 2021.