

GIANT MINE OVERSIGHT BODY (GMOB) MEETING MINUTES

December 11, 2015. 1:00 p.m. to 2:30 p.m. (MT)

Scotia Building, 7th Floor Boardroom

IN ATTENDANCE:

Present	Todd Slack, Ken Hall, David Livingstone, Letitia Pokiak (Secretariat)
Via teleconference	Ginger Stones
Regrets received	Stephan Gabos, Tony Brown

Chair Todd Slack called the meeting to order at 1:05 p.m. MT. Quorum for the meeting was met.

REVIEW AND APPROVAL OF THE AGENDA

An arsenic workshop associated with the Geoscience Forum was added to the Agenda. An overview of the workshop was provided by Ken and David who attended. Incoming Director Kathy Racher attended the workshop and the Geoscience Forum as well. The arsenic workshop was organized by Cumulative Impact Monitoring Program (CIMP).

During Environmental Agreement negotiations, two key steps were envisioned in the next two years, which the Board should consider incorporating into the workplan in January (2016);

Step 1: state of Knowledge; where we are at, what is the big picture, idea of outreach.

Step 2: identify priorities and where to go with research program, look at years 2016-17 and 2017-18 for planning.

Action item: David will offer follow up with Mike Palmer (CIMP) possible regarding next steps; whether a formal network is being developed or is in place, and whether there are plans to prepare regular consolidated reports.

Action item: Ken will follow up with Mike Parsons in Nova Scotia regarding public information on health impacts.

Action item: Tony will be asked to update the Board on possible next steps for the GMOB research initiative.

APPROVAL OF MEETING MINUTES

Edits are to be sent to Letitia for incorporation, so that the minutes can be approved by the Board before the end of the year.

CHAIR UPDATE

Todd summarized the work he's done in the past weeks including meetings, media interviews, executive director related preparations and general administration.

Some observations: communications with outside organizations and individuals need to be approached carefully to avoid communication missteps, possible conflict of interest situations with regard to researchers and other issues. Transparency and consistent messaging are very important and significant communications with outside parties should be logged and reported by all Board Directors and staff.

Action item: Letitia to track significant outside correspondence on a spreadsheet.

Action item: A communications policy will be added to the policy development contract.

Action item: The Chair's update was well received. Similar updates in the future are encouraged.

Other notes:

- Yellowknives Dene First Nation letter is in the works for Kathy Racher's appointment;
- There are short term issues with funding; the current funding arrangement does not allow this year's funds to carry over. AANDC is aware and is going to the Treasury Board to seek options. In the meantime, budget plans need to be prepared and surpluses identified early;
- Chair/Secretariat will look into options for early payment of long-term lease costs;
- Discretionary spending was suggested to be provided for the Chair and the Executive Director. General concurrence but no decision as to amount and process.

OFFICE SPACE

Payment will be made to the building owner to officially secure the space. Tony is to prepare office furnishing requirements. Todd has secured a mailbox at the post office.

Action item: Letitia will follow up with Tony regarding office furnishings.

Phone and internet will be needed for January. Options include NorthWestel and VoIP.

Action item: David will arrange for an estimate for VoIP services.

INSURANCE

Meloche Monnex/TD Insurance is to be looked into as an insurance provider. Questions and concerns will be forwarded to the potential insurance providers and a preferred provider identified as soon as possible.

HUMAN RESOURCES

The job ad for an executive director is in the paper. Web postings are in the works. It was suggested to have a second run of the ad, with a closing date of Thursday January 7. Web postings are to be updated with the closing date.

All applications/resumes should go to the email address, and any inquiries go to Letitia.

IEMA has a list of candidates and Todd will request that the IEMA Chair notify candidates of the GMOB opportunity.

Once applications are received, Ginger will review them and recommend a short list to a panel of 3 Directors who will then conduct the interviews and recommend a successful candidate to the Board.

Action item: Second run of job ad in the newspaper; ensure that closing date is noted.

Action item: To facilitate the selection process, Letitia will create a spreadsheet of candidate names matched against the statement of qualifications.

POLICIES CONTRACT

Todd and David met with Alan of NorthWays Consulting to go over policies that will be covered. Work will not be started until the New Year with a target for a first draft in the 3rd week of January.

Action item: The Board will meet with NorthWays Consulting in Yellowknife for a day in February to go over the policies in detail.

BOOKKEEPER

The search continues for a local bookkeeper. The sooner one is selected, the better as the absence of a bookkeeper is holding up certain payments.

Action item: Letitia is to create a bookkeeper spreadsheet and put forward a recommendation to the Board as soon as possible.

WEBSITE/LOGO

Kellett Communications has provided a proposal to develop a website and logo.

Action item: The Kellett Communications Proposal will be reviewed with options and selections refined (with an aim at simplifying), then sent back to the proponent for a final proposal/price.

SCHEDULING MEETINGS

A teleconference meeting is tentatively set for January 28 at 1 p.m. MT.

A face to face meeting will be held during the week of February 29th, 2016.

The AGM is tentatively scheduled for September 2016.

The first meeting with the Project Team would be April or May 2016.

OTHER BUSINESS

Work products

Ginger put together a table of GMOB's work products, drawing from the Environmental Agreement, to help organize the work that the Board is tasked to do. She will distribute the table to all Directors and Letitia.

Action item: Ginger to send out the work products to the Board and Secretariat.

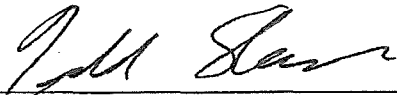
AANDC sent out a 90 page document summarizing project work planned for this fiscal year. Letitia has distributed the document to Directors.

Action item: Todd to confirm which Director will work on the task of creating an addendum to what the Project Team is planning to do, as opposed to what they are actually producing.

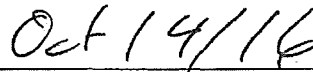
It was proposed that Todd provide an advisory role for the Board. Todd agreed.

Administrative position is to be taken care of in the New Year.

Meeting adjourned at 2:30 p.m.



Todd Slack
Chair
Giant Mine Oversight Body Society



Date

Action Items	Lead	Due Date
Follow up with Mike Palmer (CIMP) possible regarding next steps; whether a formal network is being developed or is in place, and whether there are plans to prepare regular consolidated reports.	David Livingstone	Next meeting
Follow up with Mike Parsons in Nova Scotia regarding public information on health impacts.	Ken Hall	Next meeting
Update the Board on possible next steps for the GMOB research initiative.	Tony Brown	Next meeting
Track significant outside communications on a spreadsheet.	Letitia Pokiak	Next meeting
A communications policy will be added to the policy development contract.	Directors via meeting with NorthWays	January

	Consulting	
Chair update was well received, should be encouraged into the future.	Chair	ongoing
Follow up with Tony regarding office furnishing.	Letitia Pokiak	Next meeting
Arrange for an estimate for VoIP services.	David Livingstone	End of Dec.
Place a second run of ED job ad in the newspaper; ensure that closing date is noted.	Todd Slack	ASAP
Create a spreadsheet of candidate names matched against the statement of qualifications.	Letitia Pokiak	Jan. 8
The Board will meet with NorthWays Consulting in Yellowknife for a day in February to go over the policies in detail.		February
Create a bookkeeper spreadsheet and put forward a recommendation to the Board as soon as possible.	Letitia Pokiak	ASAP
The Kellett Communications Proposal will be reviewed with options and selections refined (with an aim at simplifying), then sent back to the proponent for a final proposal/price.	Board of Directors	January 2016
Send out the work products to the Board and Secretariat.	Ginger	ASAP
Confirm which Director will work on the task of creating an addendum to what the Project Team is planning to do, as opposed to what they are actually producing.	Todd Slack	End of Dec.
GMOB Conference call scheduled for January 28 at 1 p.m. MT	Letitia Pokiak	January 28, 2015