

**Minutes of the
Policy and Board Development Committee Meeting
Monday, October 7th, 2024
11:30 am**

Attended by: Michelle McKenzie, Chris Czember, Sourav Saha (CAO),
Chelsy McArady (HR & Workflow Manager)

Regrets: Linnsie Clark

1. Call to Order

The meeting was called to order at 11:50 am.

2. Approval of the Agenda

MOTION: Moved by Chris Czember to approve the agenda as presented. CARRIED

3. Approval of the Minutes

MOTION: Moved by Chris Czember to approve the minutes of the Policy and Board Development Committee Meeting on September 9th, 2024, as presented. CARRIED

4. Amendments to Policies

a. P-22 Influenza Vaccination

MOTION: Moved by Chris Czember to recommend the revised P-22 Influenza Vaccination as amended to the Board for approval. CARRIED

b. P-23 Lost Property

MOTION: Moved by Chris Czember to recommend the revised P-23 Lost Property as amended to the Board for approval. CARRIED

c. P-25 Computer Internet Usage

MOTION: Moved by Chris Czember to recommend P-25 Computer Internet Usage as presented to the Board for approval. CARRIED

d. P-27 Smoking

MOTION: Moved by Chris Czember to recommend the revised P-27 Smoking as amended to the Board for approval. CARRIED

e. P-33 Employee Vaccinations

MOTION: Moved by Chris Czember to recommend the revised P-33 Employee Vaccinations as amended to the Board for approval. CARRIED

f. P-34 Scheduled Breaks

MOTION: Moved by Chris Czember to recommend the revised P-34 Scheduled Breaks as amended to the Board for approval. CARRIED

g. P-37 Cell Phones

MOTION: Moved by Chris Czember to recommend the revised P-37 Cell Phones as amended to the Board for approval. CARRIED

h. P-42 Staff Social Fund

MOTION: Moved by Chris Czember to recommend the revised P-42 Staff Social Fund as amended to the Board for approval. CARRIED

5. Date for the next meeting

The date for the next meeting will be December 2nd, 2024 @ 11:30 am.

6. Adjournment

The meeting was adjourned @ 12:36 pm.

Minutes by Chelsy McArady on October 7th, 2024