

LEGISLATIVE ASSEMBLY BOARD OF MANAGEMENT

This document is the property of the Northwest
Territories Legislative Assembly Board of
Management.

RECORD OF DECISION

Members Present: Hon. Frederick Blake Jr. (Chairperson)
Hon. Paulie Chinna
Hon. Diane Archie
Ms. Caitlin Cleveland

Members Absent: Mr. Jackie Jacobson

Date: September 25, 2023
No.: BOM 390-19-2023

ITEM: 2 – Adoption of Agenda

The Board of Management adopted the agenda as presented.

Action:

No further action required.



Secretary to the Board of Management

APPROVED:



Chairman of the Board of Management

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Date: September 25, 2023
No.: BOM 391-19-2023

ITEM: 2 – Notification of Absences

Mr. Jackie Jacobson was not present for the Board of Management meeting.

Action:

No further action required.



Secretary to the Board of Management

APPROVED:



Chairman of the Board of Management

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Date: September 25, 2023
No.: BOM 392-19-2023

ITEM: 2 – Agreement on *In Camera* Items

The Board of Management, in accordance with Members' Handbook, Section 18.2, agreed that items 2 a) and 3 a), d), and f) be considered in camera as the Board was discussing budget matters, business plans, and contractual matters.

Action:

No further action required.



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Date: September 25, 2023
No.: BOM 394-19-2023

ITEM: 2 b) E-Decision: Election Year Guidelines

The Clerk of the Legislative Assembly, Mr. Glen Rutland, sent an email on Monday, September 4, requesting a decision to be made via e-decision regarding two changes to the Election Year Guidelines following the change in election date.

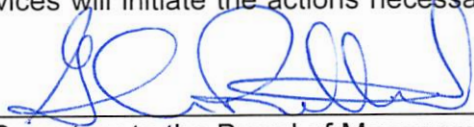
Ms. Cleveland moved that:

The Board of Management approve the decision made electronically on September 4, 2023.


Motion carried.

Action:

The Deputy Clerk, Members' and Precinct Services will initiate the actions necessary to carry out this decision.


Secretary to the Board of Management

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Chairman of the Board of Management

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RECORD OF DECISION

Members Present: Hon. Frederick Blake Jr. (Chairperson)
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Members Absent: Mr. Jackie Jacobson

Date: September 25, 2023
No.: BOM 396-19-2023


ITEM: 3 b) Benefits Administration

At the Board of Management meeting on May 30, 2023, a Member raised concerns about issues related to human resource services provided to Members. Specifically, concerns were raised about the privacy of Members' health information and inconsistencies in practice and advice on pay and benefits to Members. At that meeting, the Board directed the Clerk to return with potential options for addressing these issues.

The Clerk presented to the Board administrative options that will be shared with Caucus.


Action:

The Secretary to the Board of Management will initiate the actions necessary to carry out this decision.



Secretary to the Board of Management

APPROVED:



Chairman of the Board of Management

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RECORD OF DECISION

Members Present: Hon. Frederick Blake Jr. (Chairperson)
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Members Absent: Mr. Jackie Jacobson

Date: September 25, 2023
No.: BOM 397-19-2023

ITEM: 3 c) Harassment Policies

Members' conduct in relation to harassment is covered in different sets of policies and procedures: the Members' Code of Conduct and the Northwest Territories Legislative Assembly (NTLA) Workplace Harassment Policy. Staff conduct in relation to harassment is covered by the Government of the Northwest Territories (GNWT) Harassment Free and Respectful Workplace (HFRW) Policy. All three of these policies apply differently, use different procedures, and provide for different outcomes.

Ms. Chinna moved that:

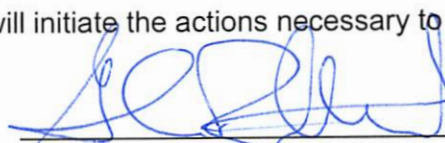
The Board of Management remove the Workplace Harassment Policy for Members as harassment is covered under the Members' Code of Conduct and is best resolved through an independent officer.

And the Board of Management adopt a modified version of the GNWT HRFW Policy for application to staff conduct within the Office of the Clerk.

Motion Carried.

Action:

The Secretary to the Board of Management will initiate the actions necessary to carry out this decision.



Secretary to the Board of Management

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Chairman of the Board of Management

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RECORD OF DECISION

Members Present: Hon. Frederick Blake Jr. (Chairperson)
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Members Absent: Mr. Jackie Jacobson

Date: September 25, 2023
No.: BOM 399-19-2023

ITEM: 3 e) Delegation of HR Approvals for Statutory Officers

The Statutory Officer's independence is weakened by its structural location within the Office of the Clerk. This has implications for perception of the Office's independence, as well as the Statutory Officers autonomy to manage the office within the approved budget, particularly with respect to human resource matters.

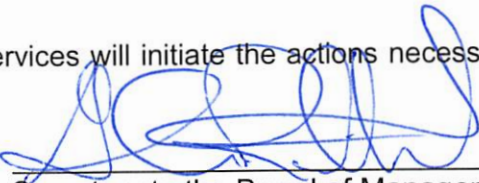
Ms. Chinna moved that:

The Board of Management approve the Human Resource Approval Authorities for Statutory Officers and the Legislative Assembly's Staffing Guidelines for Statutory Officers.

Motion carried.

Action:

The Deputy Clerk, Members' and Precinct Services will initiate the actions necessary to carry out this decision.



Secretary to the Board of Management

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Members Present: Hon. Frederick Blake Jr. (Chairperson)
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Members Absent: Mr. Jackie Jacobson

Date: September 25, 2023
No.: BOM 401-19-2023

ITEM: 4 a) Honours Advisory Council

The Honours Advisory Council met on June 27, 2023 and discussed acquiring more members for the Council. The current members of the Council were reappointed on November 1, 2022 for a term of three years.

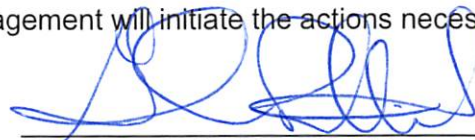
Ms. Archie moved that:

The Board of Management direct staff to conduct a competitive process to recruit additional individuals to the Honours Advisory Council.

Motion carried.

Action:

The Assistant Secretary to the Board of Management will initiate the actions necessary to carry out this decision.



Secretary to the Board of Management



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Chairman of the Board of Management

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Members Absent: Mr. Jackie Jacobson

Date: September 25, 2023
No.: BOM 402-19-2023

ITEM: 5 a) Standing Agenda Item: MMIWG Monument

The MMIWG Monument Unveiling will be held on Wednesday, October 4, 2023 at 11:00 a.m. on the Legislative Assembly grounds.

Action:
Information item only.



Secretary to the Board of Management

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Chairman of the Board of Management

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Members Present: Hon. Frederick Blake Jr. (Chairperson)
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Members Absent: Mr. Jackie Jacobson

Date: September 25, 2023
No.: BOM 403-19-2023

ITEM: 5 b) Standing Agenda Item: Workplace Review Action Plan

Board of Management Members received a final presentation on the Legislative Assembly's Workplace Review Action Plan Framework.

Action:
Information item only.


Secretary to the Board of Management

APPROVED:



Chairman of the Board of Management

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RECORD OF DECISION

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Members Absent: Mr. Jackie Jacobson

Date: September 25, 2023
No.: BOM 404-19-2023


ITEM: 5 c) Standing Agenda Item: Statutory Officer Appointments

Board of Management Members reviewed appointment dates for Statutory Appointments.

Action:
Information item only.


Secretary to the Board of Management

APPROVED:



Chairman of the Board of Management