

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
Ms. Caitlin Cleveland
Hon. Diane Archie

Members Absent: Mr. Jackie Jacobson

Date: November 29, 2022
No.: BOM 313-19-2022

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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Members Present: Hon. Frederick Blake Jr. (Chairperson)
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Ms. Caitlin Cleveland

Members Absent: Mr. Jackie Jacobson

Date: November 29, 2022
No.: BOM 314-19-2022

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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RECORD OF DECISION

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

Members Absent: Mr. Jackie Jacobson

Date: December 1, 2022
No.: BOM 337-19-2022

ITEM: 5 d) Office of the Clerk Succession Planning

The Board of Management received a presentation on the Office of the Clerk Succession Plan. This item was for information only.

Action:

No action necessary.


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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Ms. Caitlin Cleveland
Hon. Diane Archie

Members Absent: Mr. Jackie Jacobson

Date: December 1, 2022
No.: BOM 338-19-2022

ITEM: 5 e) Office of the Clerk Communications Survey

The Board of Management received a presentation on the Office of the Clerk's Communication Survey. This item was for information only.

Action:

No action necessary.


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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Ms. Caitlin Cleveland
Hon. Diane Archie

Members Absent: Mr. Jackie Jacobson

Date: December 1, 2022
No.: BOM 339-19-2022

ITEM: 5 f) Office of the Clerk Mission, Vision, Values/Code of Conduct

The drafting of a revised Mission, Vision, Values and Code of Conduct for the Office of the Clerk is identified in several actions of the Workplace Review Action Plan adopted by the Board of Management in 2021.

Ms. Cleveland moved that:

The Board of Management adopt the Mission, Vision, Values and Code of Conduct for the Office of the Clerk of the Legislative Assembly.

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

APPROVED:


Chairman of the Board of Management

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RECORD OF DECISION

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

Members Absent: Mr. Jackie Jacobson

Date: December 1, 2022
No.: BOM 340-19-2022

ITEM: 5 g) Office of the Clerk Service Level Standards

The Board of Management received a presentation on the Office of the Clerk's Service Level Standards. This item was for information only.

Action:

No action necessary.


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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Ms. Caitlin Cleveland
Hon. Diane Archie

Members Absent: Mr. Jackie Jacobson

Date: December 1, 2022
No.: BOM 341-19-2022

ITEM: 5 h) Workplace Review Action Plan

The Board of Management received an update on the Workplace Review Action Plan.
This item was for information only.

Action:

No action necessary.


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)
Hon. Paulie Chinna
Ms. Caitlin Cleveland
Hon. Diane Archie

Members Absent: Mr. Jackie Jacobson

Date: December 1, 2022
No.: BOM 342-19-2022

ITEM: 5 i) Office of the Clerk Onboarding Guides

The Board of Management received a presentation on the Office of the Clerk's Onboarding Guides. This item was for information only.

Action:

No action necessary.


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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Hon. Diane Archie

Members Absent: Mr. Jackie Jacobson

Date: December 1, 2022
No.: BOM 343-19-2022

ITEM: 5 j) Legislative Assembly Recognition Program

Under the Legislative Assembly's Workplace Review Action Plan, the Office of the Clerk was tasked with initiating a Speaker's Recognition Program to recognize and celebrate outstanding contributions within the Office of the Clerk.

Ms. Chinna moved that:

The Board of Management approve the proposed Legislative Assembly Recognition Program as presented.

Motion carried.

Action:

No action is required.



Secretary to the Board of Management

APPROVED:



Chairman of the Board of Management