



# Board of Directors

## Meeting 3, August 7, 2014

### LOCATION:

Matrix Hotel, 10640 - 100 Avenue, Edmonton, AB

### ATTENDING:

**MEMBERS:** Dr. Lorne Taylor, Chair  
 Dr. Gregory Taylor, Vice-Chair  
 Mike Beaver  
 Arlin Hackman

Sheila Leggett  
 Patricia McCunn-Miller  
 Dr. Robert Page  
 Brad Pickering, CEO

**RECORDING SECRETARY:** Kelly Ness

**STAFF:** Shelly Little, Senior Financial Officer; George Murphy, Lead Governance and HR; Roger Burns, Lead, Information Technology/Information Management; Val Mellesmoen, Communications; Prasad Valupadas, Evaluation and Reporting; Morna Hussey, Monitoring

### DESIRED MEETING OUTCOMES:

- *Understanding of aemera.org's 2014 budget*
- *Understanding the strategies/approaches being taken to manage data and report information publicly*
- *Understanding of current state of environmental monitoring in Alberta and intentions for future*
- *Understanding of the 2015/16 strategy/business planning process*
- *Ratification of the Mandate and Roles Document*

### 7:45AM HOT BREAKFAST WILL BE PROVIDED

8:15-8:30	<b>1. Welcome and Call to Order</b>	Lorne Taylor
	<b>1.1 In camera session</b>	
	<b>1.2 Chair's opening remarks</b>	
	<b>1.3 Approval of agenda and minutes</b>  <b>Motion: That the agenda be accepted as presented (or amended).</b> <b>Motion: That the minutes be accepted as presented (or amended).</b>	
	<b>2. Reports and Information</b>	
8:30-9:15	<b>2.1 Report from CEO</b>	Brad Pickering
9:15-9:30	<b>2.2 Report from Governance and HR Committee</b>	Gregory Taylor
9:30-9:45	<b>2.3 Report from Finance and Audit Committee</b>	Bob Page
9:45-10:15	<b>2.4 Overview of 2014 budget</b> <ul style="list-style-type: none"> <li>• <i>Assumptions, allocations</i></li> </ul>	Shelly Little

### 10:15-10:45AM BREAK

10:45-12:00	<b>2.5 Data/information management and reporting</b> <ul style="list-style-type: none"> <li>Overview of the strategies/approaches to managing data and reporting publicly</li> </ul>	Roger Burns/ Val Mellesmoen
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**12:00-12:45PM LUNCH**

	<b>5. Strategic Planning</b>	
12:45-1:15	<b>5.1 Current State of Monitoring</b> <ul style="list-style-type: none"> <li>Overview of current monitoring programs/networks in Alberta and identification of which ones have been or will become the responsibility of AEMERA</li> </ul>	Prasad Valupadas
1:15-2:15	<b>5.2 Strategy/business planning 2015/16</b> <ul style="list-style-type: none"> <li>Strategic considerations, gaps, process, timelines</li> </ul>	Brad Pickering
2:15-2:30	<b>5.3 Review of recent papers relating to monitoring</b> <b>5.3.1 Briefing Note on MCFN-ACFN Report</b> <b>5.3.2 Briefing Note from Ministry of Health on MCFN-ACFN Report</b> <b>5.3.3 Executive Summary on MCFN-ACFN Report</b> <b>5.3.4 Briefing Note on Environmental Monitoring and Ecosystem Management Paper</b> <b>5.3.5 Environmental Monitoring and Ecosystem Management Paper</b> <ul style="list-style-type: none"> <li>Staff assessment of recent papers and implications for AEMERA</li> </ul>	Brad Pickering
	<b>3. Board Administration and Organization</b>	
2:30-3:00	<b>3.1 Mandate and Roles Document (MRD)</b> <b>3.1.1 Mandate and Roles – Clean Copy Edited July 9</b> <b>3.1.2 Mandate and Roles – Redline Version</b> <b>3.1.3 Mandate and Roles – McCunn-Miller</b> <ul style="list-style-type: none"> <li>Ratification of revised MRD</li> </ul> <p><b>Motion: that the Board approve the Chair signing the MRD on behalf of the aemera.org Board of Directors.</b></p>	Brad Pickering
	<b>4. Communications</b>	
3:00-3:15	<b>4.1 Communications update</b> <ul style="list-style-type: none"> <li>Update on key messages, FAQs, media monitoring</li> </ul>	Val Mellesmoen
3:15-3:30	<i>In Camera Session</i>	

**3:30PM MEETING ADJOURNED**