

Meeting of the Board of Directors

250 – 32160 South Fraser Way
Abbotsford, BC V2T 1W5

Strategic: Identify key opportunities and systemic challenges and plan for actions to effectively manage risks and take advantage of future opportunities.

Accountable: Maintain legitimacy and integrity through understanding and discharging responsibilities and reporting performance.

Fair: Ensure procedural fairness in processed and decision-making

Effective: A clearly defined outcome with appropriate processed and measures.

Transparent: Ensure that processes, practices, procedures & reporting on exercise of mandate are open, accessible and fully informed.

Inclusive: Ensure that appropriate interests, including the public interest, are considered.

MINUTES of Board of Directors Meeting

Date: March 31, 2020

Location: Video Conference

BOARD IN ATTENDANCE: Gunta Vitins, Chair
Walter Siemens, Vice-Chair
Matt Vane, Board Member
Jon Krahn, Board Member
Jeff Regier, Board Member

STAFF IN ATTENDANCE: Katie Lowe, Executive Director
Erin Duetta, Manager of Finance
Julianne Cox, Executive Assistant

CALL TO ORDER

Chair, Gunta Vitins, called the meeting to order at 10:08am.

CONFLICT OF INTEREST

The Board discussed any perceived conflicts of interest with the proposed agenda items.

ADOPTION OF AGENDA

It was MOVED by Walter Siemens and SECONDED that the agenda be adopted as presented.

1.0 APPROVAL OF MINUTES

1.1 Approval of the Minutes of March 18, 2020 (e-mail)

R20-048 It was MOVED by Jon Krahn and SECONDED

THAT the Board of Directors approve the Minutes March 18, 2020 (e-mail) as presented.

CARRIED

1.2 Approval of the Minutes of March 19, 2020 (e-mail)

R20-049 It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors approve the Minutes of March 19, 2020 (e-mail).

CARRIED

1.3 Approval of the Minutes of March 18, 2020

R20-050 It was MOVED by Matt Vane and SECONDED

THAT the Board of Directors approve the Minutes of March 18, 2020.

CARRIED

2.0 BUSINESS ARISING/ACTION LIST

2.1 2020 Board Calendar

The Board reviewed the calendar of events and action plan items. There have been changes to the calendar due to events being cancelled or postponed as a result of COVID-19. The Board also reviewed the action items list that provided an overview of both short term and long-term items that the BCEMB staff are working on.

2.2 New Business

2.2a COGA: Emerging Issues: Activism & Influences in Agriculture

Board and staff attended the COGA session focusing on activism and its influences in agriculture. The notes from this session were presented to the Board.

2.2b Saskatchewan AGM

Jeff Regier attended the Saskatchewan AGM on March 12th. The Board reviewed the notes and notable items from this meeting.

2.2c AI Compensation Decision from FIRB

The Board reviewed the Avian Influenza - Cleaning and Disinfecting Cost Compensation decision from FIRB.

3.0 STAKEHOLDER ENGAGEMENT

3.1 EFC Update

The Chair and Executive Director were on an EFC call with the other provinces regarding COVID-related issues and provided an update to the Board. Supplies in stores are beginning to normalize from the hoarding issue of previous weeks. EFC has also indicated that they do not need to increase egg supply at the moment since eggs originally destined for foodservice are being funnelled into retail stores.

3.2 Marketing Update

The Board reviewed the Marketing Update and provided feedback.

3.3 Women in the Industry Program Update

An update was provided to the Board regarding the Women in the Industry Program run through EFC. The Board reviewed the two candidates who have accepted the positions. It was suggested to ask the participants from last year's program to provide a brief written report to the Board regarding their experience with the program.

4.0 OPERATIONS

4.1 Audit Process

The frequency of audits conducted on the farms is an ongoing area of concern from producers. Currently 2/3 of farms are visited 3 times per year while 1/3 of the farms are visited 4 times per year. The goal is to have a streamlined process for auditing that reduces the number of visits to each farm. BCEMB staff has reviewed a number of options with EFC and supports moving forward with Option 2 where EFC conducts the audits, second SE test and late lay flock count and BCEMB staff conduct the first SE test and early lay flock count.

Action: Staff is directed to move forward with EFC on Option Two.

4.2 Update

A monthly update from [REDACTED] was provided to the Board. There is an upcoming audit scheduled for May 12, 2020.

4.3 Corporate Workshop

BCEMB seeks to have a more defined process for determining the relevant shareholder information required when evaluating quota transfers.

A drafted agenda for the proposed corporate structure workshop was presented for review. The Board reviewed the timelines for the workshop in conjunction with the QATE implementation dates and provided comments on how to strengthen the process in consideration of the constraints that have arisen due to COVID-19.

Action: Staff is directed to continue working on next steps for the workshop.

4.4 Barn Measurement Update

All barns in BC must be measured by the end of summer 2020 in order to ensure BC producers have time to correct any deficiencies during their next flock change. The goal is to work with EFC to develop a solution for BC Producers and ensure that the barn measurement certificates are accurate.

In light of COVID-19, EFC is not likely to have the measuring done in time. The staff will work with the PMC to find ways for specialty producers to have unofficial barn measurements completed in the interim.

4.5 Barn Measurement Cube

The BCEMB is working with a third party to have the TM1 cube rebuilt. The barn measurement cube is the first component that will be addressed. In the rebuild, this feature will include important barn information that producers and staff can utilize. The Board reviewed the information to be included and provided recommendations.

Action: Staff is directed to include the proposed edits and present the barn measurement cube for a final review by the Board at the next weekly Board call.

4.6 Interior Fowl Removal

The party which BCEMB contracted in January 2020 to remove fowl in the Interior region of BC has communicated that before purchasing their required equipment they will require an additional per bird price increase. The Board reviewed the information.

Action: Staff was directed to set up a video conferencing meeting with the Interior producers to obtain their suggestions and concerns. Staff was also directed to obtain feedback and a recommendation from the PMC.

5.0 GOVERNANCE

5.1 Organic Livestock Standards Review Update

The livestock issues within the Organic Standards Review were addressed on the March 12, 2020 CGSB conference call. The outcomes of the conference call were presented to the Board. Topics of discussion included shade requirements, the name change from winter garden to enriched veranda, and feed availability.

5.2 Enriched Pricing Update

Enriched Pricing has been in effect since September 2019. An update on the program and provincial blend rates were presented for information.

5.3 HR Update

A brief verbal HR update was provided to the Board.

5.4 Per Diems for Directors

In light of having to hold teleconferences for Board meetings instead of in-person meetings due to the extraordinary circumstances brought about by the COVID-19 situation, the Governance Manual has been revised to include per diems for teleconference meetings.

R20-051 It was MOVED by Matt Vane and SECONDED

THAT the Board of Directors accept the revisions in the Governance Manual as presented.

CARRIED.

5.5 QATE Implementation

On March 30, 2020 BCFIRB provided final approval for the revised Business Unit Definition. This will allow BC Egg to implement BCFIRB's QATE directives that were encompassed in Amending Order 07.

The Board reviewed the Amending Order and provided minor edits. The Board discussed the proposed timelines for the QATE implementation alongside the corporate quota transfer workshop so as to assure that producers will be given enough time and information for their planning. The Board will review the Amending Order for the second reading and corporate workshop information at the upcoming weekly video conference.

6.0 PERFORMANCE REPORTS

6.1 Dashboard

The Dashboard was presented for information.

6.2 Quota

6.2a Industry Reserve

The Industry Reserve was presented for information.

6.2b IP Report Week

The IP Report Week 10 was presented for information.

6.2c IP Processor Summary Week

The IP Processor Summary Week 10 was presented for information.

6.2d EFP Report Week

The EFP Report Week 10 was presented for information.

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6.2e Quota Utilization Report

The Quota Utilization Report for week 10 was presented for information.

6.2f Quota Credit Update

The Quota Credit Update was presented for information.

6.2g Inventory Report

The Inventory Report was presented for information.

The Board discussed the inventory and allocation information.

6.3 Financials

6.3a Period 1 Financial Statements

The Period 1 Financial Statements were presented for information.

6.3b Period 2 Board & Committee Per Diems & Expenses

The Period 2 Board & Committee Per Diems & Expenses were presented for information. The Board reviewed and found a discrepancy regarding per diems for travel.

The Board will review this issue again at the weekly video conference.

6.3c AR Report

The AR Report was presented for information.

6.4 Preliminary COP

6.4a Period 2, 2020 COP

The Period 2, 2020 COP was presented for information.

6.5 Audit Scores

The Audit Score Report was presented for information.

6.6 Feed Mill Participation

The Feed Mill Participation Report was presented for information.

7.0 **MEETINGS HELD & UPCOMING**

7.1 Meetings Held Appendix A

The Meetings Held Appendix A were presented for information.

7.2 Meetings Upcoming Appendix B

The Meetings Held Appendix B were presented for information

7.3 2020 AGM & BCPC Debrief

The Board discussed the 2020 AGM. There was positive feedback from staff and producers about the AGM. The Board discussed changes for the producer only meeting for next year's AGM. The Board agreed that having the out of town guests convene for an evening dinner was a great opportunity to network and discuss common issues.

The Board discussed the future plans for the BCPC as the contract will be coming up for renewal in 2022.

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8.0 COVID-19 Updates

8.1 On Farm Programs & PLO Visits

With COVID-19, EFC, NSF and BC Egg PLO's and Auditors must take extra precautions when visiting farms. The Board discussed the EFC's COVID-19 guidelines for audits and assured that the BC Egg PLOs are adhering to them.

ADJOURNMENT

It was MOVED by Matt Vane and SECONDED that the meeting be adjourned at 2:26 pm.



Board Chair



Certified Correct, Secretary