

**THE WORKERS' COMPENSATION BOARD****MEETING OF THE BOARD OF DIRECTORS****MINUTES**

**DATE:** February 13, 2024

**TIME:** 8:30 a.m. to 12:48 p.m.

**PLACE:** 12<sup>th</sup> Floor WCB Board Room, 9925 - 107 Street, Edmonton, Alberta

**BOARD MEMBERS**

Ray Block, Chair  
Brian Frank, Member  
Brian McConkey, Member  
Shawna Miller, Member  
Mary Phillips-Rickey, Member

**Excused**

Mike Boyle, Member

**EXECUTIVE**

Trevor Alexander, President and Chief Executive Officer \*\*  
Tarick Ahmad, Chief Technology Officer ♦\*  
Ron Helmhold, Chief Financial Officer ♦\*  
Wendy King, Senior Vice President, Operations and Innovation ♦\*  
Marcela Matthew, Vice President, Millard Health and Special Care Services ♦\*  
William P. Ostapek, Secretary and General Counsel ♦\*  
Roxy Shulha-McKay, Vice President, Organizational Effectiveness and Governance\*  
Dayna Therien, Vice President, Employee and Corporate Services \*

**ALSO PRESENT**

Laurent Charron, Associate Vice President, Finance ♦\*  
Adrienne Lozinski, Associate Vice President, Operations ♦\*  
Kara Fuhr, Board Liaison ♦\*

**GUESTS**

Marj Langkamp, Director, Operations & Innovation (item 12)  
Cory Robbins, Director, Architecture, Data & Cyber Security (items 1 to 7.3)  
Victor Olobatuyi, Team Lead, Machine Learning & Analysis (item 12)

♦ excused for items 11.3 and 11.4

\* excused for items 15.2 and 15.3

\*\* excused for item 15.3

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The Chair called the meeting to order at 8:30 a.m.

1. **Agenda**

The agenda as distributed was approved.

2. **Proposed Motions**

The list of proposed motions was received for information.

3.1 **Minutes of the Meeting of November 28, 2023**

**MOTION**

2023/02/02 It was moved that,

The Board of Directors approve the minutes of the meeting of November 28, 2023.

CARRIED

3.2 **Minutes of the Meeting of January 19, 2024**

**MOTION**

2023/02/03 It was moved that,

The Board of Directors approve the minutes of the meeting of January 19, 2024.

CARRIED

4.1 **Business Arising from the Minutes of the November 28, 2023 Meeting**

There was no business arising from the minutes of the November 28, 2023 meeting.

4.2 **Business Arising from the Minutes of the January 19, 2024 Email Vote**

There was no business arising from the minutes of the January 19, 2024 meeting.

5. **2024 Meetings and Activities Schedule**

The meetings and activities schedule was received for information.

6. **Report of the Chair**

The Chair reported on:

- appointment of additional members to the Board of Directors,
- recent Labour Coalition meeting,
- presentations by the Institute of Corporate Directors,
- new chair of the board of directors of AIMCo, and
- extension of the President and CEO's contract.

7.1 **Report of the President**

The President reported on the following:

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- financial results,
- operations results and updates,
- technology and operations innovation,
- engagement and legislative relations,
- Secretary and General Counsel update, and
- risk profile.

**7.2 WCB Technology Review**

The presentation by the Chief Technology Officer was received for information.

**7.2 Cybersecurity Overview**

The presentation by the Director, Architecture, Data and Cyber Security was received for information.

**COMMITTEE REPORTS****8. Policy Committee**

The committee chair provided a report on the committee's recent meeting.

**8.1 Policy 04-04, Permanent Disability – Definition of Permanent Total Disability**

The *Workers' Compensation Act (WCA)* makes a special compensation provision for certain cases of disablement, deemed to be permanent total disability (PTD). The *WCA* refers to PTD but does not define it, although s.43(2) of the *WCA* states six conditions which are conclusively presumed to result in permanent total disability. The *WCA* does not limit PTD status to these six conditions, but it ensures they are always conclusively presumed (this means the presumption cannot be rebutted). It also does not provide guidance to determine when a catastrophic injury or illness outside these conditions might be considered to result in PTD. A clear and transparent definition of PTD is essential to ensuring the workers who need lifetime support from the workers' compensation system receive it consistently.

WCB proposes adding the following definition of PTD into policy:

*A worker is determined to have a permanent total disability when:*

- 1) *the worker suffers a compensable injury listed in s.43(2) of the Act, or*
- 2) *the worker has a 100% permanent clinical impairment, or both of the following criteria are met:*
  - a) *the worker has a compensable injury or combination of injuries with a permanent clinical impairment equal to or greater than 75% and less than 100%, AND*
  - b) *as a direct result of the compensable injury(ies), the worker is not capable of participating in employment.*

The draft policy revisions to Policy 04-04, Parts I and II, Applications 2 and 3, will be posted for online consultation for a period of 90 days.

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**8.2 2024-2026 Policy Project Plan Update**

The February 2024 update was received for information.

**9. Audit Committee**

The committee had nothing to report.

**10. Finance Committee**

The committee chair provided a report on the committee's recent meeting.

**10.1 Monthly Financial Results**

The monthly financial results were received for information.

**11. Human Resource and Governance Committee**

The committee chair provided a report on the committee's recent meeting.

**11.1 2023 Strategy Map and Objectives – Results**

Overall, 2023 was a modestly positive year for the Alberta economy despite the headwinds of high borrowing costs and elevated inflation. Employment growth increased the overall risk of workplace injury, leading to an increase in lost-time claims. Despite those challenges, WCB achieved great return-to-work results, implemented innovative projects designed to advance the business, and maintained its status as an employer of choice.

WCB had another successful year delivering on the commitments in the strategy map. WCB-Alberta's clients and partners remain well served by their workers' compensation system. Guided by the new five-year strategic plan, WCB is well situated to achieve its objectives in 2024.

**MOTION**

2023/02/04

It was moved that,

The Board of Directors approve the 2023 strategy map results as confirmation of the organization's achievement of annual corporate objectives.

**CARRIED**

**11.2 2024 Strategy Map and Objectives – Targets**

In November 2023, the Board of Directors approved the 2024-2028 Strategic Plan and the accompanying 2024 Strategy Map and Objectives. After finalizing year-end results and evaluating the projects that were identified, management has updated the individual measures and targets and is seeking approval of the final objectives for the year.

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The risks identified in November remain current, and the organization is confident in the goals it has set. Management is prepared to revisit the scope of projects if core business service delivery is put at risk, or if there is a significant unexpected development that requires a response.

Because the CEO is ultimately responsible for corporate objectives, the CEO's objectives and strategy map objectives are synonymous. Therefore, approval of the 2024 Strategy Map and Objectives also serves as approval of the CEO's 2024 objectives, as required in the Human Resource and Governance Committee Terms of Reference.

**MOTION**

2023/02/05

It was moved that,

The Board of Directors approve the targets in the 2024 Strategy Map and Objectives.

**CARRIED**

The Chair excused senior management from the meeting for items 11.3 and 11.4, with the exception of the President & CEO; Vice President, Employee & Corporate Services; and Vice President, Organizational Effectiveness and Governance.

**11.3 2023 Annual Board Assessment Results**

The 2023 annual board assessment results were received for information.

**11.4 2023 President and CEO Assessment**

The 2023 President and CEO assessment and summary report was received as information.

**11.5 2023 Employer of Choice Report**

The 2023 employer of choice report was received for information.

**12. Innovation at Work: Machine Learning**

The presentation by the Director, Operations and Innovation, and Team Lead, Machine Learning and Analysis, was received for information.

**13. New Business**

There was no new business.

**14. Meeting Evaluation**

The members were asked to complete the meeting effectiveness self-assessment in Diligent.

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**15.1 In Camera with the Executive**

The Board of Directors held an *in camera* session with the executive, associate vice presidents and board liaison.

**15.2 In Camera with the President and CEO**

The Board of Directors held an *in camera* session with the President and CEO.

**15.3 In Camera without the President and CEO**

The Board of Directors held an *in camera* session without the President and CEO.

There being no further business, the meeting ended at 12:48 p.m.