



Chief Administrative Officer Report

For the period ending: January 11, 2019

This report is designed to give the Board a broad overview of the activities that I have undertaken as your Chief Administrative Officer (CAO). Should there be matters that I feel need to be brought to your attention that are sensitive in nature, a supplemental report will be presented in the closed session of a Board meeting.

It has been a little while since my last report, so I will focus on issues we are working on as the Regional District moves forward.

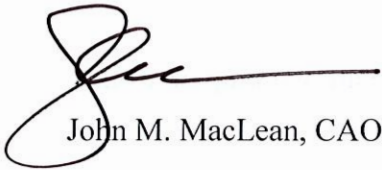
Specific issues that I have been working on:

- The organization has been focussed on financial planning and development of Business Plans. The initial presentation has been made to the Board.
- We are now in the planning and implementation phase for initiatives or projects that were identified and approved by the Board in the 2019 Business Plans. Key areas are:
 - Dealing with staffing changes, both those approved by the Board as part of a Business Plan, as well as those occurring due to normal staffing turnover (i.e. retirements).
 - Developing a communication plan for communicating the Financial Plan to the public and providing an avenue for their feedback.
 - This includes planning for the services where larger than anticipated increases are proposed.
- The Management Team is working on planning and implementing a continuing Board orientation program over the next few months. The proposal is to find the best days to discuss the following:
 - Cariboo Regional District 101 – a presentation by the Management Team that focuses on the services that we provide and circumstances those services face.
 - First Nation Relationships – a series of discussion of the First Nations communities and the Treaty process.
 - A session on Board governance and relationships.
 - A planning session in which the Board can establish themes, values, goals and objectives for the organization.
- Working with the new Directors as they transition into their new roles.
- Working with the City of Williams Lake and the NCLGA Staff on planning for the 2019 NCLGA Conference.

In the next few weeks, I will continue to work on many of the same issues. Specific items that will be priorities include:

- Attending Rural Caucus and Joint Meetings in the North, Central and South as much as possible.
- Planning sessions for the upcoming spring freshet and fire season.
- Continued support for the Management Team as they finalize financial plans for presentation to the Board and implement their Business Plans.
- Working on completing Board assigned tasks.
- Meeting with member municipalities to discuss matters of mutual interest.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'John M. MacLean', with a long horizontal line extending to the right.

John M. MacLean, CAO

January 11, 2019