

FINANCE & LEGAL COMMITTEE
PUBLIC MEETING AGENDA

DATE: WEDNESDAY, MAY 15, 2019

TIME: 11:00 AM

LOCATION: 1ST FLOOR BOARDROOM, SCHOOL BOARD OFFICE

The Richmond Board of Education acknowledges and thanks the First Peoples of the hən̓q̓əmiñəm (hun-ki-meen-um) language group on whose traditional and unceded territories we teach, learn and live.

- 1. ADOPT AGENDA**
- 2. APPROVE MINUTES**
Attachment: Public minutes from meeting held April 17, 2019
- 3. BUDGET UPDATE**
Attachment: Final Budget Adjustments 2019-2020
- 4. FEED-U-CATE UPDATE**
Attachment: Assistant Superintendent Lim/Larry Antrim, District Vice Principal
- 5. SELECT STANDING BUDGET 2020 PROCESS**
Attachment: Secretary-Treasurer
- 6. NEXT MEETING DATE – WEDNESDAY, JUNE 19, 2019 at 11:00 am**
- 7. ADJOURNMENT**

School District No. 38 (Richmond)
7811 Granville Avenue, Richmond, BC V6Y 3E3

FINANCE & LEGAL COMMITTEE PUBLIC MEETING MINUTES

Minutes of a **PUBLIC** meeting of the Finance & Legal Committee held in the 1st Floor Meeting Room, School District Administration Building, 7811 Granville Avenue, Richmond BC, on Wednesday, April 17, 2019 at 11:00 a.m.

Present:

Ken Hamaguchi, Committee Chairperson
Debbie Tablotney, Trustee
Norm Goldstein, Trustee
Scott Robinson, Deputy Superintendent
Roy Uyeno, Secretary Treasurer
Maria Fu, Director, Financial Services
Liz Baverstock, President, Richmond Teachers' Association
Tim McCracken, 1st Vice President, Richmond Teachers' Association
Lynne Farquharson, Past President, Richmond Retired Teachers' Association
Wanda Plante, Executive Assistant (Recorder)

Regrets:

Richard Lee, Trustee, Committee Vice-Chairperson
Laura Buchanan, Executive Director Human Resources
Frank Geyer, Executive Director, Planning & Development
Mike Beausoleil, Director, Maintenance, Operations & Transportation
Jose Pelayo, President, Richmond Management Administration Professional Staff
Dionne McFie, President, Richmond District Parents' Association*

The Chairperson called the meeting to order at 11:04 a.m.

- 1. APPROVAL OF AGENDA**
The agenda was adopted as circulated.
- 2. APPROVAL OF MINUTES**
The minutes of the February 20, 2019 public meeting were approved.
- 3. TRUSTEES' EXPENSES**

Following a brief discussion, it was agreed to forward the following:

RECOMMENDATION

WHEREAS the Board of Education of School District No. 38 (Richmond) is paying for expenses incurred by the Trustees in the discharge of their duties.

BE IT RESOLVED that in accordance with the School Act, the Board of Education of School District No. 38 (Richmond) approves Trustees' expenses paid during the three-month period ended March 31, 2019, in the amount of \$9,768.72.

4. DRAFT JOINT DISTRICT RESPONSE LETTER RE: FUNDING MODEL REVIEW

The letter addressed to the Minister of Education regarding Recommendations of the Funding Model Review letter was included with the agenda package and the Secretary Treasurer spoke to it in which he highlighted three key recommendations that would have the most impact to the current funding model.

Recommendation 6

The Ministry should create a single Inclusive Education Supplement that incorporates all of the following:

- *Supplemental Special Needs Funding*
- *Supplement for Vulnerable Students*
- *CommunityLINK*
- *Ready Set Learn*
- *Supplemental Student Location Factor*
- *Funding currently in the Basic Allocation that was previously allocated to high incidence categories of special needs*

The district is concerned that providing funding to vulnerable students based on a 'prevalence' model will potentially result in less funding to support services for our vulnerable students. The current funding model does not adequately service vulnerable students and if the Ministry moves to a prevalence model, this could shift funding from districts which are providing higher levels of service to those districts that are not. There are potential equity issues as well as compliance issues with collective agreement language around class composition that will need to be addressed.

This is an area of underfunding currently and given no change to the quantum of funding, this recommendation could have the most impact on reallocating of funding

from one district to another. Is the intent to provide funding on a service/needs basis or is this simply a different method of allocating funding?

Recommendation 8

The Ministry should eliminate the Classroom Enhancement Fund and allocate this funding as part of school district operating grants. This will require negotiated changes to collective agreement provisions.

This will be a challenging recommendation to implement given that the CEF is tied to collective agreement language and provisions that differ from school district to school district. While eliminating the CEF and including it in the operating grant will eliminate administration and reporting requirements, the current funding is specific for each district's requirements and unless there is a harmonization through negotiated changes to collective agreement provisions, school districts could be at risk of not sustaining the current staffing and related costs in complying with the MoU.

Recommendation 9

The Ministry should base funding allocations for school-age educational programming on the number of students, rather than on the number of courses being taken. The Ministry should phase out the current course-based funding model by the 2020/2021 school year.

The district is concerned that this recommendation will result in less flexibility and course choice for students and reduced funding for those students taking more than eight blocks. Student outcomes will be impacted and the recommendation conflicts with the personalized learning agenda of the Ministry. This will also result in fewer teachers and limit the school district in developing unique, creative and innovative course offerings.

5. BUDGET UPDATE

The Secretary Treasurer advised that feedback continues to be collected and reviewed to provide a refined budget proposal list to the Board for their approval.

6. The Secretary Treasurer advised that the 2019-2020 meeting schedule has been set beginning in September 2019. Meetings will be held on the 3rd Wednesday each month, (some exceptions).

Public meetings will commence at 11:00 am and the meeting location will be in the 1st floor Boardroom of the School Board office.

No meetings are scheduled in December or March.

The Richmond Retired Teachers' Association member advised attendees of the Open House at General Currie Heritage School for an opportunity to see the Heritage Collection and building on Friday, May 10, 2019 from 10:00 am – 2:00 pm.

7. MINUTES FOR INFORMATION

(a) CAMBIE COORDINATING COMMITTEE

The next meeting is scheduled for Wednesday, May 15, 2019.

8. ADJOURNMENT

The meeting adjourned at 11:33 am.

Respectfully Submitted,

Ken Hamaguchi, Chairperson
Finance & Legal Committee

**School District No. 38 Richmond
Budget Adjustments - 2019/2020**

#	Description	One-Time / Ongoing	Staff Responsible	FTE	\$	Staffing	Services & Supplies	Other	RTA		CUPE		RASA/RMAPS	
									FTE	\$	FTE	\$	FTE	\$
Multi-Year Requests from Prior Year														
1	District PA Systems Replacement <i>PA systems in schools are over 12 years old and head end units, speakers and wiring is failing. Upgrading to new IP based standards is recommended. PA systems are vital for safety and security in our schools. (Estimated funding over 3 years is \$1,400,000; year 1 approved in 2018/19)</i>	one-time Year 2 of 3	Rob Laing	-	460,000			460,000						
2	Fleet Maintenance Vehicles Replacement <i>Replacement of aging vehicles is requested to ensure maintenance and operations staff can safely operate vehicles and reduce maintenance costs (Estimated funding over 2 years is \$900,000; year 1 approved in 2018/19)</i>	one-time Year 2 of 2	Mike Beausoleil	-	500,000			500,000						
3	Emergency Preparedness <i>Request is for continuation and support of District Emergency Preparedness Plan including training and resources that will focus on district response to critical incidents, natural disasters and emergency situations (\$350,000 approved for Year 1 in 2018/19)</i>	on-going one-time	Scott Robinson		34,000 300,000		34,000 165,000	135,000						
4	Video Surveillance <i>The request is for \$600,000 to fund installation of a video surveillance system in school and district sites (Estimated funding over 3 years is \$600,000; year 1 approved in 2018/19)</i>	one-time Year 2 of 3	Wendy Lim/ Rob Laing	-	200,000			200,000						
5	Classroom Audio-Video Support <i>This request is to support the urgent and on-going need for installation of fixed projectors in classrooms. Currently there is a significant demand and backlog of installs due to insufficient dedicated labour for this project (This was an approved request from 2018/19 for a one-time pilot; the request is to make this on-going)</i>	one-time	Rob Laing	2.0	190,000	165,000	25,000			2.0	165,000			
6	Playground Equipment Replacement Support <i>This request is to establish district support for playground equipment replacement in collaboration with School/PAC fund raising initiatives to provide funds to assist schools in purchasing new playground equipment. This is in addition to the Ministry of Education capital program for playground equipment. (Estimated funding over 10 years is \$600,000; year 1 approved in 2018/19)</i>	one-time Local Cap	Roy Uyeno/ Mike Beausoleil	-	540,000			540,000						

**School District No. 38 Richmond
Budget Adjustments - 2019/2020**

#	Description	One-Time / Ongoing	Staff Responsible	FTE	\$	Staffing	Services & Supplies	Other	RTA		CUPE		RASA/RMAPS	
									FTE	\$	FTE	\$	FTE	\$
New Current Year Requests														
7	Student Leadership Development <i>Request is for student leadership initiatives and opportunities to develop leadership competencies including:</i> <ul style="list-style-type: none"> • Student Leadership kits \$7,000 • 3 Part RSB/TAO Student Leadership Development Series \$50,000 • Student Leadership Innovation Grants \$50,000 • Leadership Challenge Training for 20 teachers. \$60,000 	one-time	Wendy Lim		167,000		167,000							
8	Solar Energy Initiatives <i>This request is to cover funds for various solar energy initiatives as part of the environmental stewardship curriculum development. Solar Energy initiatives will primarily be an educational learning tool for students and teachers. The Solar Energy Initiative Committee will oversee funding for various initiatives and requests including Solar Wall, Solar Array and solar feasibility studies</i>	one-time	Wendy Lim		200,000			200,000						
9	ADST Elementary Program <i>This request is to implement ADST mobile kits that are mobile to promote Applied Design, Skills and Technology which is an integral part of the new BC curriculum. In addition this request is for one-time funds to provide suitable space and equipment for five elementary schools to build educational capacity for ADST</i>	one-time	Wendy Lim	-	105,000	-	30,000	75,000						
10	ADST Maker Space Hub <i>To support students in achieving the ADST big ideas, curricular competencies and content, this request is to provide a district ADST/Maker Space Hub for K-12 students and staff from across the district to access. This "Hub" situated at Palmer Secondary school would also host professional learning for both elementary and secondary teachers.</i>	one-time	Wendy Lim		100,000			100,000						
11	Learning Spaces Furniture & Equipment <i>This request is intended to provide one-time funding to support schools' abilities to reframe existing learning spaces to offer greater flexibility and choice to support student learning.</i>	one-time	Lynn Archer		900,000			900,000						
12	Staff Training and Development <i>This request would provide one-time funding to support staff training in technology and change management</i>	one-time	L. Buchanan R. Laing		500,000		500,000							
13	Assessment-Innovation-Technology <i>This request is to hire 1.0 fte teacher consultant for Learning Technology to provide professional learning and technology support for educators engaging in new assessment practices. In addition, this request would increase the amount of assessment/CSL innovation grant funding for school teams and provide for additional iPad devices for each teacher who is part of the assessment/CSL school team</i>	on-going one-time	Lynn Archer	1.0	95,000 175,000	95,000	-	175,000	1.0	95,000				

School District No. 38 Richmond
Budget Adjustments - 2019/2020

#	Description	One-Time / Ongoing	Staff Responsible	FTE	\$	Staffing	Services & Supplies	Other	RTA		CUPE		RASA/RMAPS	
									FTE	\$	FTE	\$	FTE	\$
14	Educational Change through Innovation Grants <i>Current innovation grant budget is \$200,000 Given rapid pace of innovation being driven by requirements of revised curriculum, the current budget is restricting staff innovation opportunities This request would increase annual funding of innovation grants from \$200,000 to \$300,000</i>	one-time	Lynn Archer	-	100,000		100,000							
15	Education Curriculum Support <i>This request is to hire part-time teacher consultants in the learning areas of Arts, Physical Health and ADST education which need more support in curriculum implementation, assessment practices and evidence based pedagogies</i>	On-going	Lynn Archer	2.0	190,000	190,000			2.0	190,000				
16	Career and Alternate Programs Support <i>This request is to support the career program work experience and employment readiness program through addition of 2.0 fte support staff in Career Programs and 0.4 fte support staff for the Stretch/Horizons Program</i>	On-going On-going	R Steward	2.0 0.4	100,000 20,000	100,000 20,000					2.0 0.4	100,000 20,000		
17	Summer Learning and Psych Ed Assessments <i>This request is to pilot a program where teachers are paid to attend training and pro-d outside of regular hours of work given the lack of available TTOCs. In addition this request will provide funding for 20 Psych Ed assessments to be completed during summer break</i>	One-time	R. Steward		138,000	138,000				138,000				
18	Learning Services <i>This request is to support additional non-enrolling teacher staffing for at risk students including early literacy intervention, Environmental Sustainability and Speech Language Pathologist</i>	On-going	R.Steward	4.2	409,000	409,000			4.2	409,000				
19	Works Yard Health & Safety <i>This request is to establish a health & safety budget for the Works Yard to provide training, equipment and work station upgrades</i>	On-going	Mike Beausoleil		20,000		20,000							
20	Maintenance, Operations and Transportaion Staff Pro-D <i>This request would increase the Pro-D budget by \$10,000 (currently \$10,000) to allow more training and workshops</i>	On-going	Mike Beausoleil		10,000		10,000							

**School District No. 38 Richmond
Budget Adjustments - 2019/2020**

#	Description	One-Time / Ongoing	Staff Responsible	FTE	\$	Staffing	Services & Supplies	Other	RTA		CUPE		RASA/RMAPS	
									FTE	\$	FTE	\$	FTE	\$
21	Maintenance & Operations <i>This request adds additional staffing and support to maintenance and operations departments to improve service levels for the following:</i> Grounds Worker 1.0 fte - \$ 60,000 Transportation 1.0 fte \$ 40,000 (convert Coordinator to Assoc Mgr) Pest Control Technician 1.0 fte \$60,000 (convert contracted services) Security \$80,000 (digital key lock boxes)	On-going One-time	Mike Beausoleil	2.0	100,000 80,000	160,000	(60,000) 80,000				2.0 (1.0)	120,000 (40,000)	1.0	80,000
22	Zero Waste Initiative <i>To improve our low diversion rate (40%) the Energy & Sustainability Team is working with our 48 schools to help them recycle more materials and divert organic wastes to composting and reduce the garbage that gets sent to landfills. This request is to provide more recycle stations and compost bins so that we can reach our targeted 50% diversion rate</i>	One-time	Mike Beausoleil		50,000			50,000						
23	Richmond International Education - Staffing <i>RIE needs are evolving as program options expand and diversity of international students change. In order to support the needs of the various programs, this request proposes to add new positions to support the in house homestay program, marketing and increase the travel and marketing budget</i> Homestay Manager (exempt) 1.0 fte \$105,000 Homestay Asst Coordinator (CUPE) (0.4 fte) (\$27,000) (reduce hours) Marketing Manager (exempt) 1.0 fte \$105,000 Travel & Marketing budget increase \$27,000	On-going	Lynn Archer	2.0 (0.4)	237,000 (27,000)	210,000 (27,000)	27,000				(0.4)	(27,000)	2.0	210,000
24	Leadership Development <i>This request proposes to continue the commitment to growing leadership abilities of our administrators and managers with a focus on coaching, managerial skills, strategic change and professional growth. Additional resources are requested to support these initiatives</i>	One-time	L. Buchanan		100,000		100,000							
25	Career Life Connections - Staffing <i>Secondary graduation requirements under the new education curriculum continue to be implemented. Secondary schools have spent considerable time and effort this year in preparation for this new curriculum. This budget request proposes 3.0 fte of additional one-time teacher fte to support the first year of implementation of this new program</i>	One-time	L. Buchanan	3.0	285,000	285,000			3.0	285,000				
26	Health & Safety Department <i>In order to reach full compliance with various WorkSafe BC legislation and collective agreement provisions, additional funding is requested for worksite first aid attendants coverage, joint occupational health & safety training, indoor air quality mitigation, ergonomic requirements, job demands analysis and audiometric testing</i>	One-time On-going	L. Buchanan		75,000 28,000		75,000 28,000							

**School District No. 38 Richmond
Budget Adjustments - 2019/2020**

#	Description	One-Time / Ongoing	Staff Responsible	FTE	\$	Staffing	Services & Supplies	Other	RTA		CUPE		RASA/RMAPS		
									FTE	\$	FTE	\$	FTE	\$	
27	Print Optimization Project - Technology <i>Historically each secondary school has had 2-3 main workhorse copier devices that were able to manage high volume and multi-function printing/copying. In addition, schools had many smaller capacity printers throughout their buildings. The Print Optimization project replaces that model with a reduced number of medium capacity multi-function devices (MFD) located strategically throughout each school. It has become evident that although pedagogy and practice are shifting, there is still a need to produce large multi-page packages of information for students. To overcome this issue, it is requested that one medium capacity MFD in each secondary school be replaced with a larger capacity and faster device to handle large multi-page print packages</i>	One-time	Rob Laing		100,000			100,000							
28	Technology Infrastructure Upgrades <i>With the continual integration and prevalence of technology in our education curriculum and business operations, it is critical that we plan for the future to ensure we are able to provide the highest level of support and services to our students and staff. Additional funding likely over multiple years will be required in order to implement some of the priority areas that will come out of the IBM IT Optimization Review. Based on the preliminary report that has been shared, this budget proposal is a general request for funds to support IT investments in areas such as Wifi upgrades, risk management, service improvements, end user device strategy and network management</i>	One-time On-going	Rob Laing	2.0	810,000 35,000	53,000	35,000	757,000			2.0	53,000			
20.2						7,326,000	1,798,000	1,336,000	4,192,000	10.2	1,117,000	7.0	391,000	3.0	290,000
Total on-going - Operating Fund						1,251,000									
Total one-time - Operating Fund								1,883,000							
Total one-time - Local Capital Reserve								4,192,000							
Total one-time								6,075,000							

Budget Adjustments - 2019/2020**Grouped by Areas of Focus**

		One-time	On-going	Total
Enhancing Student Learning				
Classroom Audio-Video Support	5	190,000		190,000
Solar Energy Initiatives	8	200,000		200,000
ADST Elementary Program	9	105,000		105,000
ADST Maker Space Hub	10	100,000		100,000
Learning Spaces Furniture & Equipment	11	900,000		900,000
Assessment-Innovation-Technology	13	175,000	95,000	270,000
Education Change through Innovation Grants	14	100,000	-	100,000
Education Curriculum Support	15		190,000	190,000
Career and Alternate Programs Support	16		120,000	120,000
Summer Learning and Psych Ed Assessments	17	138,000		138,000
Learning Services Support	18		409,000	409,000
Career Life Connections	25	285,000		285,000
		2,193,000	814,000	3,007,000
Student and Staff Development				
Student Leadership Development	7	167,000		167,000
Staff Training & Development	12	500,000		500,000
Maintenance Operations & Transportation Staff Pro-D	20		10,000	10,000
Admin Leadership Development	24	100,000		100,000
		767,000	10,000	777,000
Enhancing our Environment				
Zero Waste Initiative	22	50,000		50,000
Print Optimization Project	27	100,000		100,000
		150,000	-	150,000
Student and Staff Safety				
District PA Systems Replacement	1	460,000		460,000
Fleet Maintenance Vehicles Replacement	2	500,000		500,000
Video Surveillance	4	200,000		200,000
Playground Equipment Replacement Support	6	540,000		540,000
Works Yard Health & Safety	19		20,000	20,000
Maintenance & Operations Support	21	80,000	100,000	180,000
Health & Safety Department	26	75,000	28,000	103,000
		1,855,000	148,000	2,003,000
Risk & Fiscal Management				
Emergency Preparedness	3	300,000	34,000	334,000
Richmond International Education	23		210,000	210,000
Technology Infrastructure Upgrades	28	810,000	35,000	845,000
		1,110,000	279,000	1,389,000
TOTALS		6,075,000	1,251,000	7,326,000

Report to the Finance and Legal Committee (PUBLIC)

DATE: May 15, 2019
FROM: Wendy Lim, Assistant Superintendent
Larry Antrim, District Vice Principal, Learning Services, Chair, Poverty Task Force
SUBJECT: Update on Feed-U-Cate 38 - Details of Donations and Disbursements

The following report to the Finance and Legal Committee is for information only. No further action on the part of the Committee is required at this time.

INTRODUCTION/BACKGROUND

Feed-U-Cate 38 – Nutrition for Learning is a Richmond School District #38 program that was established in Fall 2012 by a committee of students and staff with a goal to educate the community about schools' food programs as well as to invite community donations to support the various breakfast, lunch and snack programs/clubs for elementary and secondary students in need.

FEED-U-CATE 38 funds are available to all schools to help purchase food for meal programs and to help keep snack cupboards stocked. We are grateful to individuals, school groups, school PACs, and community organizations for their generous donations to Feed-U-Cate 38 over the past years. All donated funds are allocated towards food purchases. Donations made in support of Feed-U-Cate 38 are eligible for a charitable donation tax receipt.

This report will provide details of the donations and disbursements to the **Feed-U-Cate 38** funds over the past 4 years.

DISCUSSION

Donations come from a variety of sources, as noted in the chart, and continue to be solicited by Poverty Task Force members as well as staff. In addition, appropriation of prior year's fund balances make up for the discrepancy annually between donations and disbursements. Currently, the school district Feed-U-Cate fund has approximately \$45,000 remaining in prior year's fund balance. On an annual basis, disbursements are made to schools and programs across the district and all schools have reported appropriate use of the funds and continued need.

Donations	2015/2016	2016/2017	2017/2018	2018/2019
Individual	2,400	2,433	3,657	2,750
Service Group	14,100	1,000	1,980	2,000
Church	1,250			
PAC	1,597	1,300		1,000
CUPE	353			500
Business	5,281	3,772	3,750	796
Schools		2,234	2,113	
Maintenance Department		1,800	2,770	3,090
Total Donations	24,981	12,539	14,272	**10,136
Disbursements to schools	20,840	19,646	15,192	19,950

** note total donations for 2018/2019 are as at the date of this report and does not reflect the full years donation total

CONCLUSION

Donations and appropriated fund balance are meeting the requests from schools for support. We are grateful for the continued financial support from all our generous donors. The district continues to explore opportunities to increase donations and reduce reliance on prior years fund balance to meet the needs of meal programs annually.

All schools have expressed their appreciation for the financial support they have received from **Feed-U-Cate 38**.

Child poverty is of serious concern because of the immediate and long-term impact on children's well-being. The Richmond School District acknowledges that "it takes a village to raise all our children," and as such, continues to seek ways to collaborate with community partners to help lessen the negative impact of child poverty in schools and the community.

Wendy Lim, Assistant Superintendent

Larry Antrim, District Vice Principal and Chair of the Poverty Task Force

Subject: Budget 2020 Consultation – Important Update
Date: Thursday, April 18, 2019 at 9:49:25 AM Pacific Daylight Time
From: Finance Committee
To: Gail Hackenbruch

NOTICE: This email originated from outside of the school district. Do not click on links or download attachments unless you recognize the sender and know the content is safe. For information on how to detect malicious emails, please go to our district's Portal > Inside 38 > Software Support > Outlook.

Good morning,

On behalf of the Select Standing Committee on Finance and Government Services, I am writing to provide an important update with respect to the Committee's annual budget consultation.

As you may know, the Committee invites British Columbians to share their priorities and ideas for the next provincial budget during a public consultation that typically takes place every fall. The *Budget Transparency and Accountability Act* requires the Minister of Finance to release a budget consultation paper, which is referred to the Committee, by September 15, and for the Committee to report on the results of the consultation with recommendations by November 15.

For the Budget 2020 consultation, the Committee, in conjunction with the Ministry of Finance, have adjusted the timeline: the Minister of Finance is expected to release the budget consultation paper the first week of June, and accordingly, the consultation will take place in June 2019. The Committee is expected to issue its report by the end of July 2019. This change will enable the Committee to deliver a final report to the Legislative Assembly earlier in the budget process, and will allow more time for the review and consideration of the Committee's recommendations.

The Committee will review the new timeline, and provide opportunities for stakeholders to share their feedback, at the conclusion of the consultation.

As in previous years, the Committee will be visiting communities across the province to hear from British Columbians in-person, as well as providing opportunities to make written, audio and video submissions and complete an online survey. **Further details about the consultation, including the public hearing schedule, registration and participation options, will be released in May.**

Would you kindly share this update with your networks?

If you have any questions about the change to the timeline, the budget consultation generally, or the work of the Committee, please visit the Committee's website, <https://www.leg.bc.ca/content-committees/Pages/Finance-Budget-Consultation.aspx>, or contact the Parliamentary Committee's Office at 250-356-2933 (or toll-free in BC 1-877-428-8337).

Kind regards,

Susan Sourial
Clerk to the Committee
Parliamentary Committees Office
Legislative Assembly of British Columbia
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