



2018 – 2019 Annual Report

DEDICATED TO ENSURING THOSE IMPACTED BY CRIME
AND TRAUMA ARE RESPECTED AND SUPPORTED

PLACING BRITISH COLUMBIA AT THE FOREFRONT OF VICTIM SERVICES

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2019 Annual General Meeting

Wednesday, October 30, 2019 - 1700-1800

***Justice Institute of BC – Theatre
715 McBride Boulevard
New Westminster, BC***

DRAFT MEETING AGENDA

17:00	Call meeting to order	Karyn French, President
17:05	Welcome	Karyn French
17:15	Determination of Quorum	Jessica Johnson, Secretary
	Approval of 2019 Agenda	Jessica Johnson
	Approval of 2018 AGM Minutes	Jessica Johnson
	Presentation of Board President's Report	Karyn French
	Approval of President's Report	Karyn French
	Treasurer's Report: <ul style="list-style-type: none"> • Approval of Treasurer's Report • Appointment of Reviewers, 2019-20 Fiscal Year 	Christine Van Dyke, Treasurer
	Board Reports <ul style="list-style-type: none"> • Vancouver Island • Lower Mainland • Fraser Valley • Thompson Okanagan • Columbia Kootenay • North West • North East • Municipal Victim Services • RCMP Victim Services 	Karyn French Jessica Johnson Amanda Murphy Anita Eilander Christine Van Dyke Sherry Pellegrino Connie Buck Barbara Vincent Carla Sampson
	Election of Directors	Ian Batey, Executive Director
	Call for New Business	Karyn French
17:45	Closing Remarks	Karyn French
17:55	Motion to Adjourn Annual General Meeting	Karyn French

**Police Victim Services of British Columbia
Annual General Meeting Minutes 2017-2018**

April 26, 2018

Delta Burnaby Hotel and Conference Centre, Burnaby BC

1625 AGM Commences

Board Members Present: Roselle Quinones, Pat Jeannotte, Sherry Pellegrino, Michelle Robarts, Anita Eilander

PVSBC Staff: Carolyn Sinclair, Lynn Krag, Rebecca Andreola

Programs Represented: (See sign in sheet)

Individuals/Organizations: Maureen Parsley, MPSSG

Regrets: Sgt. Rob Smith, Cpl. Frank Jang

Call to Order by Carolyn Sinclair

Parliamentarian:

Carolyn Sinclair reviews roles and responsibilities of the AGM

Election of Leadership

Minimum # for Quorum = 5

of Proxies received = 2

Approval/Changes to Agenda: Agenda Approved. No changes to agenda.

Adoption of 2017 AGM Minutes

Roselle Quinones seconded by Karyn French.

Approval of Financial Report:

Pat Jeannotte seconded by Marianne Brueckert

No questions or comments

Regional Reports: Accepted as written for those submitted by Marianne Brueckert

Presidential Report: Roselle Quinones

North West: Sherry Pellegrino

Thompson/Okanagan:

Fraser Valley:

Lower Mainland: Linda Thorp

Vancouver Island: Karyn French

Columbia/Kootenay:

North East:

Election of Directors:

North West: Sherry Pellegrino stands

Thompson/Okanagan: Anita Eilander stands

Fraser valley: Pat stepping down. Accepting calls of expression.

Lower Mainland: Michelle Robarts stands

Vancouver Island: Karyn French stands

Columbia/Kootenay: Christine Van Dyke stands

North East: Vacant.

Municipal Representative: Roselle Quinones

Municipal Police Representative: Sgt. Rob Smith

RCMP Police Representative: Cpl.Frank Jang

Executive to be appointed at the first meeting of the new board.

Other Business: Few questions about Carolyn stepping down and the future of PVS.

Open Forum:

Roselle Quinones: Panel has been put together and interviews for the Executive Director position have been conducted. Those who are shortlisted will be invited for a second interview.

1635 Motion to close.

Seconded by Michelle Robarts



2019 Board President and Annual Report

“And suddenly you know...it’s time to start something new and trust the magic of new beginnings”

With change comes opportunity, which is exactly what Police Victim Services of BC embraced at the beginning of the 2018-2019 fiscal year. The year began with the departure of the longstanding Executive Director and a number of long serving board members leaving key leadership vacancies for the organization.

I would like to extend our collective thanks and recognition to Carolyn Sinclair for her service, hard work and leadership as our past Executive Director. In addition, I want to acknowledge and express our appreciation to retiring Board Members Roselle Quinones, President and Board Directors Pat Jeannotte; Diana Gonzalez and Michelle Robarts. Lastly, particularly during our period of transition, the dedicated support provided by Deidre Moran and Celine Lee was key to keeping the foundation of the organization functioning. Our thanks to all these wonderful people.

Moving forward, the remaining board members as sector leaders expressed optimism, pride and passion about the future and potential for Police Victim Services BC. Together, we reached a collective commitment for renewal and rebuilding the organization.

The board implemented a transitional plan and activated an extensive search for a new Executive Director. We reached out to our members for their thoughts on the direction and priorities important to them for their organization. In addition, we fostered consensus in decision making as a board, focusing on open communication to our membership.

Our members shared with us many priorities and the board of directors collated the responses centering around four key priorities plus one key priority specifically for the Board of Directors. The Board agreed with the membership’s feedback and direction by endorsing the following:

- **Communication** – support for engagement and transparency. Keeping the membership informed of activities and decisions throughout the transition period.
- **Training** – core curriculum with a view to basic orientation, training and enhanced skill development.
- **Advocacy** – in support of a professional and safe delivery of Police Based Victim Services.
- **Program tools** – in support of consistent, professional services for delivery of Police Based Victim Services.
- **Board Governance** – greater clarity of mission, mandate and board operations.

These priorities were ambitious and continued to guide the board’s priority activities and our decisions throughout the fiscal year. Many continued to be ‘works in progress’ at



year's end however we believe, positive steps were achieved. The Board worked diligently to communicate our activities to the membership throughout the year, including the work of:

- The Research Committee was formed to gather information and document baseline data including outreach to Victim Services Associations in other provinces.
- A grant application to the Ministry of Public Safety and Solicitor General was successful providing funds for a one-day workshop scheduled in the Fall.
- The Hiring Committee worked with Chemistry Consulting undertaking an extensive search to recruit a new full time Executive Director.

It is with pleasure that the Board welcomed Ian Batey into the role early in the new fiscal year.

I would like to extend my thanks and gratitude to my Board of Director colleagues for their dedication, passion, guidance and significant hours of service in supporting the organization as we moved through this transition period. Specifically,

- Amanda Murphy, Fraser Valley Region
- Anita Eilander, Thompson Okanagan Region
- Barbara Vincent, Municipal Victim Services Programs
- Carla Sampson, RCMP Victim Services Programs
- Christine Van Dyke, Columbia Kootenay Region
- Connie Buck, North East Region
- Sgt. Frank Jang, RCMP Police
- Jessica Johnson, Lower Mainland Region
- Sgt. Rob Smith, Municipal Police
- Sherry Pellegrino, North West Region

Even though it was a rocky start to the 2018/2019 Fiscal Year, it closed with a sense of purpose, accomplishment and excitement for the future of Police Based Victim Services BC.

“Coming together is a beginning. Keeping together is progress. Working together is success.” Henry Ford

Submitted by:

Karyn French

President, Board of Directors

October 30, 2019

POLICE VICTIM SERVICES OF B.C.

Financial Statements

March 31, 2019

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NOTICE TO READER

The Executive
Police Victim Services of B.C.

On the basis of information provided by management, we have compiled the balance sheet of **Police Victim Services of B.C.** as at March 31, 2019, and the statement of operations and changes in fund balances for the year then ended. We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon. Readers are cautioned that these statements may not be appropriate for their purposes.

Vancouver, B.C.
July 11, 2019

Chartered Professional Accountant

Disclaimer of Liability

These financial statements were compiled solely for use by Police Victim Services of B.C. We make no representations of any kind to any other person in respect of these financial statements and accept no responsibility for their use by any other person.

POLICE VICTIM SERVICES OF B.C.

Balance Sheet
(Unaudited - See Notice to Reader)
March 31, 2019

	2019	2018
ASSETS		
Current		
Cash	\$ 72,547	\$ 90,267
Accounts receivable	32,496	-
GST receivable	3,683	4,227
Prepaid expenses and deposits	4,348	1,000
Investment	327,902	322,056
Inventories	3,483	10,380
	<u>\$ 444,459</u>	<u>\$ 427,930</u>
LIABILITIES		
Current		
Accounts payable	\$ 25,500	\$ 2,650
Deferred revenues	-	21,050
Reserve for educational projects	34,358	35,282
Reserve for training projects	114,384	118,331
	<u>174,242</u>	<u>177,313</u>
FUND BALANCES		
Operating fund	191,358	187,161
Conference fund	78,859	63,456
	<u>270,217</u>	<u>250,617</u>
	<u>\$ 444,459</u>	<u>\$ 427,930</u>

POLICE VICTIM SERVICES OF B.C.

Statement of Operations
(Unaudited - See Notice to Reader)
Year ended March 31, 2019

	2019	2018
REVENUES		
Government grants	\$ 154,854	\$ 147,759
Conference registration and banquet	35,500	39,652
Donations	87	236
Membership	7,325	6,850
Merchandise	-	920
Training registration	-	2,800
Investment	5,846	6,419
	<u>203,612</u>	<u>204,636</u>
EXPENSES		
Advertising and promotion	6,361	5,108
Bank charges	1,057	1,360
Conference	40,097	45,150
Consultants	93,810	97,503
Educational toolkit	924	3,683
Family information resources	-	2,641
Insurance (recovery)	(509)	484
Office and miscellaneous	2,155	1,952
Professional development	1,219	-
Professional services	4,715	4,715
Rent	16,554	12,337
Telephone and internet	4,799	5,141
Travel and meetings	8,883	2,158
Training and development	3,947	7,980
	<u>184,012</u>	<u>190,212</u>
Excess of revenues over expenses	19,600	14,424
Fund balances, beginning of year	250,617	236,193
Fund balances, end of year	<u>\$ 270,217</u>	<u>\$ 250,617</u>

POLICE VICTIM SERVICES OF B.C.

Statement of Changes in Fund Balances
(Unaudited - See Notice to Reader)
Year ended March 31, 2019

	Operating Fund	Conference Fund	Total 2019	Total 2018
Balance, beginning of year	\$ 187,161	\$ 63,456	\$ 250,617	\$ 236,193
Revenues	148,112	55,500	203,612	204,636
Expenses	(143,915)	(40,097)	(184,012)	(190,212)
Balance, end of year	\$ 191,358	\$ 78,859	\$ 270,217	\$ 250,617



2019 Annual General Meeting

2020 Board of Directors – Nominees

Consistent with ByLaw, Part 5 – Directors and Officers, Section 3 (1), “...directors must every two years, retire from office at the applicable annual general meeting when their successors are elected...a director is limited to a maximum of three consecutive terms.:

Consistent with ByLaw Part 5 – Directors and Officers, Section 2 (3), it is recommended to the Membership the composition of the board of directors be as follows:

No.	Name	Board Position/Location	Board Status
1.	Buck, Connie	Regional Director, North East Ft. St. John	Term expires 2020
2.	Eilander, Anita	Regional Director, Thompson Okanagan Vernon	<i>*To be elected 2019</i>
3.	French, Karyn	Regional Director, Vancouver Island Victoria	Term expires 2020
4.	Jang, Frank (Sgt)	Royal Canadian Mounted Police Member Surrey	<i>*To be elected 2019</i>
5.	Johnson, Jessica	Regional Director, Lower Mainland Vancouver	Term expires 2020
6.	Murphy, Amanda	Regional Director, Fraser Valley Ridge Meadows	Term expires 2020
7.	Pellegrino, Sherry	Regional Director, North West Terrace	<i>*To be elected 2019</i>
8.	Sampson, Carla	RCMP Victim Services Program Duncan	Term expires 2020
9.	Smith, Robert	Municipal Police Member Oak Bay Police Department	<i>*To be elected 2019</i>
10.	Van Dyke, Christine	Regional Director Columbia Kootenay Castlegar	<i>*To be elected 2019</i>
11.	Vincent, Barbara	Municipal Police Victim Services Program Nelson	Term expires 2020
12.			
13.			
14.			
15.			