

MINUTES OF THE CONFERENCE CALL MEETING OF THE MOTOR VEHICLE DEALERS  
COMPENSATION FUND BOARD OF TRUSTEES, HELD AT 10:00AM ON FRIDAY NOVEMBER  
9, 2001

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ON-LINE

REGRETS:

V. Smith (Chair)  
G. Barg (Member)  
R. Desando (Member)  
A. McDowell (Member)  
R. Dowler (Member)  
W. Steinkrauss (Member)  
D. MacKinnon (Member)  
L. Gordon (Guest)  
C. Compton (Guest)  
Y. Hallitt (Administrator)

L. Sanci (Vice-Chair)  
D. LaLonde (Member)

The meeting was regularly constituted and called to order by V. Smith at 10:10am.

1. **Board Succession:**

V. Smith informed the Board that she, R. Dowler, G. Barg, L. Gordon, and C. Compton had met to establish and review the process, skill sets and criteria for new members, and Board evaluation materials.

Process, Skill sets and Criteria: Copies of the draft recommended process, skill set grid and selection criteria for new Trustees were distributed to the Trustees. These same draft materials were presented to the OMVIC Board of Directors for feedback first, only due to the meeting schedules. The process outlined for recruiting new Trustees suggested that the trade associations be polled for potential dealer members and that the Ministry be polled for consumer members. The materials presented to the OMVIC Board recommended that the Fund's Board be comprised of 5 consumer reps and 4 dealer reps, two from independents and two from franchise dealers. The OMVIC Board suggested for the Trustees consideration allowing some flexibility around the number of representatives from both groups. After discussion the Trustees agreed that the Board will be made up of no more than 5 dealer members and 4 consumer members or vice versa, and of the dealer members, 2 should be independent and 2 franchise. This approach will allow the Trustees additional flexibility to pick someone based on the skills grid and not only whether they are a dealer or consumer representative. As for the positions of Chair and Vice-Chair, since the Trustees best know what experience and skill sets are required to fill each position the OMVIC Board asked that the Trustees provide recommendations for position to the OMVIC Board for their consideration.

In order to make dealers aware about the openings on the Board, it was suggested that a one-page mail-out be sent to all dealers providing information about the Fund and desired criteria. Staff was asked to draft the mail-out and provide to the Trustees for comment.

2. **Board Self-Assessment:**

R. Dowler provided, from other non-profit Boards, the working group made suggestions for questions that should be included in the Trustees self assessment. Based on that feedback, staff drafted an Assessment instrument that includes both personal and Board evaluation. A copy of this document was distributed shortly before the meeting so it was agreed that the Trustees would review and provide comments to L. Gordon no later than Friday November 23, 2001 so

that a final version can be delivered at the next Board meeting. The Board agreed that at the next meeting they would complete an evaluation and subsequently aggregate information would be compiled and distributed. Individual self-evaluations would be provided only to the Chair.

3. **Visual Identity:**

The Board was provided with a copy of the draft visual identity standards Glenn Fretz completed and it was unanimously approved.

4. **Review of Minutes of September 19, 2001:**

The Board reviewed the minutes and the following amendment was made; (a) with respect to the letter prepared for the Minister, the Ministry is in receipt of the letter and "Ministry staff has met". A motion to accept the minutes as amended was made by W. Steinkrauss and seconded by R. Dowler.

5. **Administrative Updates:**

L. Gordon updated the Board on the following information:

- C. Singh recently attended a course and one of the items covered was about recording of minutes. C. Singh will share some options based on the information he learned at the next Board meeting so that a decision can be made about how to record a Motion.

- LAT Updates: 3 consumers have appealed from the last Board meeting.

LAT upheld the Fund's decision with respect to S. Mahadeo, which was defended by A. Harari.

A hearing that was scheduled for October 24 has been re-scheduled for January 2002.

- A fee schedule for Koskie Minsky was received and verbally reviewed with the Trustees.
- B&A Auto, a dealer in the Ottawa area, has been charged by the RCMP for odometer tampering. L. Gordon anticipated an article would be running today in the Ottawa Citizen. By way of background, she advised that OMVIC has successfully revoked the dealer's license, however LAT stayed the decision pending an appeal to Divisional Court.

6. **Review of Claims:**

The Board denied 1 claim, deferred 1 claim and approved 4 claims in the amount of \$14,516.50.

The meeting was adjourned at 12:20 pm