

Date	September 27, 2018	
Time	9:30 am	
Location	1 st Floor Training Room	
Participants	Renee Miller (Chair) Jim Sheppard Ning Alcuitas-Imperial Rosalind Campbell Melissa Louie	Audio Attendance: Miranda Seymour Michelle Good Regrets: Aaron Bruce, Chris Hiebert

Topic	Action Item(s)
<p>Acknowledgements</p> <p>Renee sent everyone a copy of the Recommendations made to WCAT Executive:</p> <ol style="list-style-type: none"> i. After first meeting, an internal WCAT meeting was held with staff representatives from various departments ii. Recommendations resulted from these meetings iii. This document summarizes the recommendations and the Executive's response 	<ul style="list-style-type: none"> •
<p>Recommendation #1: Self-Identification</p> <ol style="list-style-type: none"> A. Statement about the objective of the collection of self-identification information B. Development of internal policy to clarify the objectives of collecting the information: <ol style="list-style-type: none"> i. This will be sent to the government and also put on the website. ii. If people self-identify, conduct survey to assess their experience: <ol style="list-style-type: none"> 1. MISSING <p>Miranda:</p> <ol style="list-style-type: none"> i. Indigenous person (should be capitalized) and Indigenous ancestry (global search) ii. Do we want to ask them to specify our category? <ol style="list-style-type: none"> 1. Michelle: when we get down to other recommendations, such as hearing administration, more specialized/culturally-defined needs could then be addressed 2. Michelle: I see this statement as more of a gathering information purpose. 3. Rosalind: Agree with Renee and Michelle. Being specific at this point, could be used for statistical purposes. 4. Renee: we listed those categories so that we could be inclusive; not truly for statistical purposes 	<ul style="list-style-type: none"> • Develop policy clarifying objectives re collection of FN info • Modify acknowledgement letter – add UN declaration reference • Melissa to send UN Declaration Bill C262 <ul style="list-style-type: none"> ○ Melissa to speak with Granty (former rep from UN permanent forum) re explanation

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<p>Melissa:</p> <ul style="list-style-type: none"> i. we have to be very clear about why we are collecting the information: ii. Two purposes: <ul style="list-style-type: none"> 1. Want to have more information about who is appearing before WCAT and we don't have data on FN participation 2. Significant difference between experience of reserve and Inuit groups: <ul style="list-style-type: none"> a. Distinct groups and challenges A. Melissa: I understood that this was for statistical purposes; but also had discussion that supported Recommendation #5 (OH) and Recommendation #4 (Navigator) B. Melissa: should we say for statistical purposes; we should be very transparent C. Renee's proposal: change statement of purpose to include statistical purposes and as part of implementing the TRC; modify acknowledgement letter D. Melissa: need transparency and sets foundation for use of stats purposes <ul style="list-style-type: none"> i. Add UN Declaration reference E. Rosalind: do we need to use First Nations? <ul style="list-style-type: none"> i. Michelle – for safety reasons, can be included F. Melissa: background statement: <ul style="list-style-type: none"> i. Indigenous peoples – hard fought battle: <ul style="list-style-type: none"> 1. Reference material – Michelle will send it; UN Declaration; Bill C262 – at Senate, federal bill to implement UN Declaration G. Recommendations: go back to Executive with revisions H. Melissa: working with FN summit; what they are saying at political level is not going down to the public service I. Ning: need that explanation to help educate our staff: <ul style="list-style-type: none"> i. Jim: can this be shared with us? J. Melissa: Granty – former representation to the UN Permanent Forum; she will talk to him 	
<p>Recommendation #2: NOA for mobile devices</p> <ul style="list-style-type: none"> A. Looking at software options – more of a long-term goal because of tech and budget needs B. Ning: JPEG option can be explained by navigator <ul style="list-style-type: none"> i. Melissa: remove reference to “traditional lands” ii. Michelle: intent was to assist rural populations iii. Miranda: no feedback iv. Rosalind: no feedback C. Michelle: do we have a timeframe for implementation: <ul style="list-style-type: none"> i. Ning: looking into software options now; but depends on cost D. Jim: remove reference to long-term; as it's a goal 	<ul style="list-style-type: none"> •

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<p>Recommendation #3: Information Sheet</p> <p>A. Renee will work with Tribunal Counsel (David N) to work on re-drafting of brochures (or another form) and interim information sheet:</p> <ul style="list-style-type: none"> i. Early 2019 ii. Parameters: <ul style="list-style-type: none"> 1. Information should be clear – what WCAT needs from an appellant who is going through the process 2. Diagrams and pictures of the hearing room <ul style="list-style-type: none"> a. Suggestion – flowchart would be helpful 3. Website has a virtual tour iii. Melissa: Indigenous Services Canada have spaces that we can host people with more comfort; Premier’s Office has replaced photos <ul style="list-style-type: none"> 1. Renee: perhaps we can look at what they are doing iv. Michelle: residential schools adjudication, people thought they were walking into a courtroom, lot of effort to disabuse them of this notion: <ul style="list-style-type: none"> 1. Any information can decrease stress level v. Miranda: brochure from New Zealand was very well-written; there is a diagram in there vi. Michelle: NZ brochure is awesome <ul style="list-style-type: none"> 1. Rosalind: I agree vii. Jim: don’t use “simpler” but “plain language” 	<ul style="list-style-type: none"> • Changes to fact sheets (information guides) <ul style="list-style-type: none"> ○ Review NZ brochure for ideas
<p>Recommendation #4: Navigator</p> <p>A. Jim: this staff person’s role needs to be clarified</p> <p>B. Melissa: what is WSBC doing?</p> <ul style="list-style-type: none"> i. How can we influence change at WSBC? <ul style="list-style-type: none"> 1. Quality loops 2. Chair sits at BOD 3. Interactions on investigations etc <p>C. Renee: propose to Exec re information to be provided above and below</p> <ul style="list-style-type: none"> i. Recommend navigator at Board and RD <ul style="list-style-type: none"> 1. WAO / EAO / rep community – needs to be included in communication plan <ul style="list-style-type: none"> a. Melissa – native court worker and legal counsel ii. Miranda: being reserved, is that more pronounced in rural areas and in the North? <ul style="list-style-type: none"> 1. Ning – we can send list of Board area offices? 	<ul style="list-style-type: none"> • Include list of Board offices in initial correspondence
<p>Recommendation #5: Special Handling</p> <p>A. This is where we can identify additional cultural needs based on specific group.</p> <p>B. Michelle: use of traditional lands in this paragraph should be removed</p> <p>C. Rosalind: language note – “special” – alternate/adaptive</p> <ul style="list-style-type: none"> i. MRPP revision <p>D. Jim: accessibility is a concern:</p>	<ul style="list-style-type: none"> • Update MRPP?

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<ul style="list-style-type: none"> i. NOTE TO NING: discuss accessibility in All Reg staff meetings and with AOs/IRS E. Renee: providing information on options: <ul style="list-style-type: none"> i. Ning: tied in with concept of navigator 	
<p>Recommendation #6: OH room set-up</p>	<ul style="list-style-type: none"> •
<p>Recommendation #7: presentation of the OH room</p> <ul style="list-style-type: none"> A. Pilot in one room as a priority B. Miranda: virtual tour is available: <ul style="list-style-type: none"> i. Could include tour of that specific room C. Melissa: hesitant about characterization of #6 and #7 <ul style="list-style-type: none"> i. Process is foreign to Indigenous peoples – it is adversarial; it is uncomfortable ii. Rationale for this needs to be explicit – these recommendations only address one element of the situation iii. Get further edits from Melissa D. Ning: educational component to the document and our actions: <ul style="list-style-type: none"> i. How can we raise awareness amongst staff and VCs about the experience of those who come before us? <ul style="list-style-type: none"> 1. NOTE TO NING: power of story-telling E. Melissa: biased treatment by the medical profession (very few doctors) in Powell River <ul style="list-style-type: none"> i. Medical records disclosure 	<ul style="list-style-type: none"> •
<p>Recommendation #8: training</p> <ul style="list-style-type: none"> A. Group viewing of CLE cultural competency B. LSBC viewing on indigenous law C. BCCAT conference will address some topics (October 15 and 16) D. Jim's plan: <ul style="list-style-type: none"> i. Mandatory VC meetings – we will view the CLE in spring 2019 (March and May) ii. Also would like to do blanket exercise iii. Also trying to suggest a speaker for InterOrg session iv. Awareness – training: elder, administrative staff (Ning) v. Approved for funding for other training needs: <ul style="list-style-type: none"> 1. See initial list in document vi. Implicit Bias of Expert Evidence: also being offered E. Melissa: had to go through cultural competency training with Women's Hospital: <ul style="list-style-type: none"> i. Impressed with online course that is mandatory for all volunteers <ul style="list-style-type: none"> 1. WCAT to contact ii. Voluntary modules: <ul style="list-style-type: none"> 1. Control of own time 2. Opportunity to reflect; option to have further discussion at staff meetings F. Possible speakers: 	<ul style="list-style-type: none"> • Check CLE 2019 • Contact Women's Hospital re mandatory cultural competency training

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<ul style="list-style-type: none"> i. Ardith Walkam – Cedar and Sage (law firm) ii. Hallie (Cedar and Sage) iii. Andrea Halland (LSBC) iv. UN Declaration – Grand Chief Middlechild; Melissa <p>G. Miranda: TRC symposium at LSBC, November 2017</p> <p>H. PD funding proposal:</p> <ul style="list-style-type: none"> i. Intend to resubmit with a more defined proposal 	
<p>What's not covered by this document?</p> <p>Miranda: changes to be made to the OH room:</p> <ul style="list-style-type: none"> - Thinking about what goes on in FN courts? <ul style="list-style-type: none"> o Smudging or ceremony at outset o Ask if there are any cultural protocols or related activities? <ul style="list-style-type: none"> ▪ Spaces ▪ Timing ▪ Needs further consideration of how we would make that offer; and how we could accommodate – need another discussion at CAC ▪ Could we before or after the hearing <p>Melissa: if this is our closing meeting, we need to make strong recommendations to the WSBC:</p> <ul style="list-style-type: none"> - WSBC change is imperative - Shared some statistics about volumes of claims, reviews, and appeals (including trends) 	<ul style="list-style-type: none"> •
<p>Next Steps</p> <p>Renee: revise document, circulate for input, then submit to Executive (next meeting is on October 24; November 28)</p> <ul style="list-style-type: none"> - Ning can work on circulate - Next meeting of CAC will still be at end of 2019: <ul style="list-style-type: none"> o Report back on changes o Report back on experiences 	<ul style="list-style-type: none"> •