Attendees: Gayle Gorrill (Chair), Kristi Simpson, Andrew Coward, Kane Kilbey, Paul Stokes, Behram Dadachanji, Don Barnhardt, Julia Eastman, Jim Dunsdon, Melanie Groves, Murray Griffith, Peter Zacour, Tom Smith, Ben McAllister, Daphne Donaldson, Sarah Blackstone, Maureen MacDonald, Peter Keller, Richard Piskor, Rhonda Ljunggren (recorder)

Regrets: Rachael Scarth

1. Approval of Agenda

The meeting agenda was approved as circulated.

2. Chair’s Remarks

Ms. Gorrill welcomed new committee member, Director of Internal Audit, Behram Dadachanji, who started April 1, 2012.

3. Adoption of minutes of the meeting held October 26, 2011

The minutes of the meeting held October 26, 2011 were approved as circulated.

4. Business Arising:

4.1 Practicum Insurance Update – Ben McAllister

Mr. McAllister reminded the committee that at the October 26/11 meeting, Risk Management, OHSE, General Counsel and various stakeholder departments were evaluating the medical coverage insurance currently provided to the approximately 2000 students participating in practicums across the country. This review was driven in part by a trend in many jurisdictions to provide WCB coverage opposed to private coverage. This change in placement agreements was noted but to date UVic has been able to successfully include private coverage without losing any placements.

In BC AVED does provide WCB coverage for students on BC-based practicum placements for most BC universities and colleges, with the exception of UVic, UBC and SFU. Since the last RMSC meeting, UVic has been in contact with AVED regarding including UVic students in the WCB program and are working with them to see if this is a viable option. By the
October/12 meeting this review should have been completed, and an update will be provided to the committee.

**Action:** Mr. McAllister to update the committee regarding arrangements with AVED around practicum coverage.

5. **New Business**

5.1. **Privacy Breach – Ms. Gorrill**

Ms. Gorrill gave the committee an update regarding the privacy breach which occurred in January 2012. The Audit Committee has asked the RMSC to review privacy risk #15 again in light of the January breach and possibly re-rate. The mandate of the committee will not change, but the risk will continue to need re-evaluation.

Mr. Coward led the committee through a review of the risk, including financial, human, business interruption, environmental and reputational aspects.

5.2 **Risk Register Review – Mr. Coward**

Mr. Coward reviewed the new medium risks added to the risk register at the previous committee meeting, and asked the risk owners to speak to the new risks.

5.3 **Christ Church Visit: Lessons Learned – Ms. Donaldson**

Ms. Donaldson updated the committee on her recent trip to Christ Church, NZ, a year after their devastating earthquake, and shared some high level key issues and lessons learned:

- In regional emergency, we will be on our own; build independence
- Importance of building external partnerships – municipal, provincial, suppliers, contractors, structural engineers – critical resource management
- Business continuity planning – building organizational capacity to deal with disasters
- Issues around closing/evacuating campus
- People issues – building personal resilience
- Crisis communications
- Emotional needs
- Student issues – involve/engage in response piece
- “Recovery is a marathon” (response is a sprint)
- Reinvention following disaster, not return to previous status quo

**Next Steps:**

- Address various interest groups, both internal and external
- Do more emergency exercises, at all levels
- Jeff Field, Registrar from UC – coming to UVic end of June
- Larry Hinker, AVP Communications, UC – visiting in July
5.4 Insurance Renewal – Mr. Coward

CURIE has provided property and liability coverage to UVic since 1988. Mr. Coward commented that UVic subscribes to CURIE for 5 year renewal underwriting cycles. As this is the end of a 5 year underwriting cycle as of Dec 31, 2012, notice to cancel coverage with CURIE must be given by June 30th, 2012. Other insurance options will be evaluated as part of the due diligence process.

6. Due Diligence Reports

All due diligence reports were received for information.

6.1 a) Finance

b) Student Affairs
c) OHSE

There being no further discussion, the meeting was adjourned at 4:30 p.m.

Next meeting: October 24, 2012, ASB Boardroom 120, 3:00 – 4:30 pm