



Human Resources Committee Report

Meeting Date: September 30th, 2017

Item:	Human Resources Committee Report
Author:	Peter Hill, Chair of the Human Resources Committee
Purpose of Report:	Information

Items Discussed: (all supporting documents/agenda reports will be hyperlinked/attached to the report)

Goals of the HR Committee

1. Ensure the effective utilization and maximum development of HR services
2. Increase organizational learning throughout the USC
3. Provide resources for learning, development, and mentorship for USC employees and the BOD

Gap Analysis

As per the Board's resolution: "Be it further resolved that, a comprehensive gap analysis of senior management positions be brought to the Board by the October Board meeting, at the latest", the HR Committee has determined the following parameters of the analysis:

1. Each Senior Manager and their respective area to be assessed
2. Short and long-term plans to be considered
3. Present and future to be presented to ensure the Board is familiar with the structure of the organization
4. Succession planning to be a focal point of the analysis
5. Vacant positions to be highlighted and put into context
6. Goals and recommendations to be clearly outlined
7. Gap analysis to be adapted and used to provide foundation in the future for new Board members

Function of the HR Committee

The HR Committee will consider a recommendation to combine the Board Evaluation Committee with the HR Committee as well as the Nomination Committee becoming a subcommittee of the HR Committee. The rationale behind this recommendation relates to consolidating the HR functions of the Board under one Committee for the purpose of being more effective and efficient.

Board Mentorship/Development

As per the Board feedback from last year, there was a consistent request for additional Board development opportunities and mentorship. The Board culture is changing and the Board has evolving development needs including peer mentorship, board development opportunities, networking, and personal development. The Board will be included in various USC development sessions throughout the year, a mentorship networking event in Toronto in November with USC Alumni, and a peer mentorship program starting October 1st. **(Board Development Agenda Report Link to be inserted)**

Board Compensation

The HR Committee will be exploring different options for compensation of the Board Chair.

HR Confidential Agenda Report Items

The HR Committee has reviewed the confidential items and brings forward the 2 attached agenda reports for the in-camera agenda. **(Confidential Agenda Reports to be included in In-Camera agenda; link to be inserted within in camera agenda)**