

DEC 19 2016

ITEM: 11.2  
N2016-0941.  
CITY CLERK'S DEPARTMENT

ISC: CONFIDENTIAL  
N2016-0941  
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City Clerk's Office Report to  
Nominations Committee  
2016 December 14

**CALGARY TRANSIT ACCESS ELIGIBILITY APPEAL BOARD – RESIGNATION AND APPOINTMENT**

**EXECUTIVE SUMMARY**

The City Clerk's Office received notification that Dr. John Latter resigned from his position on the Calgary Transit Access Eligibility Appeal Board.

**CITY CLERK'S RECOMMENDATION(S)**

That the Nominations Committee recommend that Council:

1. Accept the resignation of Dr. John Latter from his position on the Calgary Transit Access Eligibility Appeal Board, and that he be thanked for his service on the Advisory Committee on Accessibility;
2. Appoint a new health care practitioner member to the Calgary Transit Access Eligibility Appeal Board for completion of a term set to expire at the 2017 Organizational Meeting of Council;
3. Direct that Report N2016-0941 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act* until Council rises and reports on the matter;
4. Direct that Attachments 2 and 3 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act*; and
5. Receive Report N2016-0941 as an item of Urgent Business at the 2016 December 19 Regular Meeting of Council.

**RECOMMENDATION OF THE NOMINATIONS COMMITTEE, DATED 2016 DECEMBER 14:**

1. That the Nominations Committee direct the City Clerk to consult with the applicants identified by the Nominations Committee and return to the 2016 December 19 Regular Meeting of Council with the results;
2. That Council adopt the suggested appointments of the applicants, as per the direction from City Clerk's results;
3. That Report N2016-0941 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act* until Council rises and reports on the matter; and
4. That Attachments 2 and 3 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act*.



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### PREVIOUS COUNCIL DIRECTION / POLICY

At the 2016 October 24 Organizational Meeting of Council, Council appointed Dr. Latter as a health care practitioner to serve on the Calgary Transit Access Eligibility Appeal Board for a one-year term to expire at the 2017 Organizational Meeting of Council.

At the 2013 November 04 Organizational Meeting of Council, Council appointed Dr. Latter as a Citizen-at-large representing the seniors community to serve on the Advisory Committee on Accessibility for a term set to expire at the 2016 Organizational Meeting of Council.

### BACKGROUND

The Calgary Transit Access Eligibility Appeal Board hears appeals from individuals who are determined to be either ineligible or conditionally eligible for specialized transportation services and individuals suspended or denied services.

The full composition of the Calgary Transit Access Eligibility Appeal Board is 5 members, appointed by Council, including two health care practitioners (e.g. medical doctor, occupational or physical therapist, rehabilitation specialist). In accordance with the Calgary Transit Access Eligibility Appeal Board's Terms of Reference, each member is appointed for a one (1) year term. Calgary Transit Access Eligibility Appeal Board current member composition is detailed in Attachment 1.

### INVESTIGATION: ALTERNATIVES AND ANALYSIS

On 2016 November 17, Dr. Latter submitted his resignation to the City Clerk's Office. The resignation is provided in Attachment 2.

Council may wish to appoint a new health care practitioner in order to fill the vacancy created by this resignation. The City Clerk's Office did not receive sufficient applications from health care practitioners interested in serving on the Calgary Transit Access Eligibility Appeal Board during the 2016 Boards, Commissions and Committees ("BCCs") recruitment campaign to fill this vacancy. In accordance with the Council policy, the "Nominations Committee may consider an applicant for appointment to a BCC to which the applicant did not apply if the applicant meets the Eligibility and Qualifications requirements". After confirming eligibility criteria with the resource person on the Calgary Transit Access Eligibility Appeal Board, the City Clerk's Office reviewed applications received for the Advisory Committee on Accessibility and contacted the eligible applicants to inquire into their interest to serve on the Calgary Transit Access Eligibility Appeal Board.

For the Nominations Committee's consideration, this report brings forward the Calgary Transit Access Eligibility Appeal Board's applicant short list, as well as all the applications from eligible applicants (Attachment 3).

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### **Stakeholder Engagement, Research and Communication**

On 2016 November 23, the City Clerk's Office contacted applicants who meet the eligibility criteria, who did not receive an appointment to a BCC during the 2016 Organizational Meeting of Council, to confirm their interest in serving on the Calgary Transit Access Eligibility Appeal Board. Only those applicants who meet the health care practitioner eligibility criteria and who expressed an interest in serving on Calgary Transit Access Eligibility Appeal Board are provided in Attachment 3.

### **Strategic Alignment**

This report aligns with Council's priority of a well-run city: "Calgary's government is open, responsive, accountable and transparent, delivering excellent services at a fair price. We work with our government partners to ensure we have the tools we need" (*Action Plan 2015-2018*). Further, this report aligns with strategy W5: "Regularly collaborate and engage citizens to encourage participation in City decision-making, and better communicate the reasons for the decisions".

### **Social, Environmental, Economic (External)**

No social, environmental, or external economic implications have been identified.

### **Financial Capacity**

#### **Current and Future Operating Budget:**

There are no current and future operating budget impacts.

#### **Current and Future Capital Budget:**

There are no current and future capital budget impacts.

### **Risk Assessment**

Section 5.14.9 of the Council policy provides that the "Nominations Committee may determine that recruitment has not resulted in sufficient or suitable applicants and request additional advertising and recruitment". Should this situation arise, the City Clerk's Office will be required to develop and launch a subsequent advertisement and recruitment campaign. A subsequent advertisement and recruitment campaign would require additional funding and would defer appointments to the Calgary Transit Access Eligibility Appeal Board a later date.

The Calgary Transit Access Eligibility Appeal Board advised the City Clerk's Office that this fall issues arose with respect to meeting quorum. Specifically, quorum has been lost at the October and November meetings, delaying the decision process for appellants. The next meetings of the Calgary Transit Access Eligibility Appeal Board are scheduled to be held on December 20<sup>th</sup> and January 17<sup>th</sup>. While a new health care practitioner member cannot be in place in time for the December 20<sup>th</sup> meeting in light of orientation and training requirements, an appointment at the 2016 December 19 Regular Meeting of Council would allow the new member to attend the 2017 January 17 meeting.

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**REASON(S) FOR RECOMMENDATION(S):**

Dr. John Latter, a health care practitioner appointed to serve on the Calgary Transit Access Eligibility Appeal Board, resigned from his position creating a vacancy.

**ATTACHMENT(S)**

1. Calgary Transit Access Eligibility Appeal Board Composition
2. Resignation e-mail from Dr. Latter
3. Calgary Transit Access Eligibility Appeal Board applicant short list, eligibility requirements, and applications

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