



Board Resourcing  
and Development

Board Member  
Performance Appraisal  
Health Care Practitioners  
Special Committee for Audit  
June 2017

NAME OF AGENCY	Ministry of Health
COMPLETED BY	Vanessa Starkey
MEMBER	Hiedi Postowski ( Podiatry Rep)

*For each member who wishes to be considered for reappointment a performance appraisal and recommendation by the Board is required. Please provide information on the member for consideration in the areas listed below:*

1. **DEGREE AND VALUE OF PARTICIPATION:** *(Please refer to member's subject knowledge, use of good judgment, and ability to work with others)*

s.22

2. **COMMITMENT TO GOVERNMENT GOALS FOR THE ENTITY:**

The Practitioners of British Columbia bill their services to the Medical Services Plan accuracy.

3. **ATTENDANCE:**

s.22

4. **ADDITIONAL COMMENTS:**

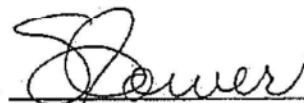
s.22

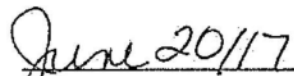
**STATEMENT OF RECOMMENDATION:**

s.22

I, **Stephanie Power**,

**Hiedi Postowski** for reappointment to the board above.

  
Signature

  
Date

**INSTRUCTIONS**

- Refer to the Charter of Expectations for Appointees to Governing Boards on **Page 2** and use these parameters in evaluating performance.
- If you require more space, attach a separate sheet.

**Freedom of Information and Protection of Privacy Act (FOIPPA)**

The personal information on this form is collected for the purpose of administering a variety of statutes that authorize the appointment of individuals to public sector organizations under the authority of section 26(a) of the FOIPPA. Questions about the collection or use of this information can be directed to the Crown Agencies and Board Resourcing Office by email at [abc@gov.bc.ca](mailto:abc@gov.bc.ca) or by telephone at 604 660-0465.

**PART A – GENERAL INFORMATION**

NAME OF BOARD OR PUBLIC SECTOR ORGANIZATION

Health Care Practitioners Special Committee for Audit Hearings

APPRAISAL PERIOD  
MMM / YYYY

MMM / YYYY

FROM: Dec/2017

TO: Dec/2019

NAME OF INDIVIDUAL BEING APPRAISED (*appraisee*)

Dr. Hiedi Postowski (Podiatry Rep)

NAME OF APPRAISER (*usually a board or committee chair*)

Stephaine Power

**PART B – PERFORMANCE APPRAISAL**

1. Degree and value of participation:

s.22

2. Commitment to the Organization's mandate:

s.22

3. Attendance (*during appraisal period*):

	NUMBER OF MEETINGS	NUMBER OF UNEXCUSED ABSENCES
REGULAR BOARD MEETINGS	s.22	s.22
COMMITTEE MEETINGS		

Type of committee(s) the appraisee serves on [*check (✓) all that apply*]:

- ☐ Audit
 ☐ Finance
 ☐ Governance
 ☐ Human Resources
 ☐ Risk Management
 ☒ Other: Health Care Practitioners Special Committee for Audit Hearings

4. Additional comments:

Dr. Hiedi Postowski is a doctor of Podiatric Medicine in Victoria and Duncan. She is a professional member of the Canadian Podiatric Medical Association, the American Podiatric Medical Association, the BC Podiatric Medical Association and the American Professional Wound Care Association. Dr. Postowski holds her Doctor of Podiatric Medicine from the University Osteopathic Medicine and Health Sciences and her Bachelor of Science from the University of Calgary.

5. Does the skill set brought forward by the appraisee fit with the future needs of the Board/Organization? s.22

6. I recommend the above individual to be reappointed to the organization

**PART C – CERTIFICATION**

I confirm the information on this form is true and complete to the best of my knowledge.

SIGNATURE OF APPRAISER (*type your name to sign electronically*)DATE SIGNED  
DD / MMM / YYYY

09 Sept 2019

---

## **CHARTER OF EXPECTATIONS FOR APPOINTEES TO GOVERNING BOARDS**

Board Appointees owe the Organization they serve a commitment to making the best possible decisions. Appointees must carefully adhere to these principles and responsibilities. They must strive for high standards of accountability and fiduciary duty.

### **PRINCIPLES**

#### **Compliance**

- You must ensure compliance with all accounting and audit principles;
- Take all necessary and reasonable measures to ensure compliance with laws, regulations and policies that apply to the Organization; and
- Know the Organization's mandate.

#### **Accountability**

- You must ensure the accuracy of financial information;
- Base your decisions upon facts and reliable information; and
- Properly inform yourself before taking action.

#### **Integrity**

- In making decisions, you must always act in the best interests of the Organization;
- Ensure integrity in all dealings with and on behalf of the Organization, including via social media platforms;
- Maintain the confidentiality of information received by you in your capacity as board member both during and after your appointment;
- Maintain the ongoing responsibility to disclose real or perceived conflicts of interest; and
- Avoid real or perceived conflicts between your own private interests and the best interests of the Organization.

### **RESPONSIBILITIES**

#### **Strategic Planning**

- Provide input to management on emerging trends and issues; and
- Review and approve management's strategic plans, including significant capital allocations and expenditures.

#### **Performance Monitoring and Reporting**

- Monitor corporate performance against strategic and business plans; and
- Evaluate corporate performance reporting.

#### **Organizational Leadership**

- If legislation allows, appoint, monitor and evaluate the performance of the CEO/President;
- If legislation allows, replace CEO/President if necessary; and
- Ensure succession planning.

#### **Risk Assessment**

- Identify principal risks to the Organization's operations and ensure that appropriate systems are in place to manage and monitor these risks; and
- Review and approve material transactions not in the ordinary course of business.

#### **Public Policy**

- Understand the significance of the role of the Organization as an instrument of public policy; and
- Monitor performance of the Organization in relation to the strategic objectives of the shareholder.

#### **Governance**

- Ensure the Organization aligns with the **taxpayer accountability principles**;
- Establish appropriate governance structures to ensure efficient and prudent stewardship of the Organization;
- Assess the board's own effectiveness including monitoring the effectiveness of individual board members; and
- Participate as appropriate on board committees including: Audit, Finance, Risk Management, Governance and Human Resources.

The personal information on this Profile and Declaration is collected because you wish your name to be considered for appointment to an administrative tribunal in British Columbia.  
The information contained on this form will be used to assess your candidacy.

*(Please complete electronically and then print to sign. If you require more room than the space provided, please use a separate piece of paper)*

Name of tribunal: Audit Hearing Panel Member

**CONTACT INFORMATION**

Name (Please Print – Title/First/Initial/Last): Dr. Hiedi N. Postowski

Telephone: Work: <sup>s.22</sup> Cell: <sup>s.22</sup> Home: <sup>s.22</sup>

Home Address: <sup>s.22</sup>

Email Address: <sup>s.22</sup>

**BACKGROUND INFORMATION**

1. Educational background (Provide chronology)

<i>Institution</i>	<i>Term Attended (Date to Date)</i> <sup>s.22</sup>	<i>Degree/Diploma Obtained</i>
University of Calgary		B.Sc. Biology
University of Osteopathic Medicine and Health Sciences, College of Podiatric Medicine and Surgery		Doctor of Podiatric Medicine
Northern Virginia Podiatric Residency Program		Residency





2. Professional and employment background. *(Provide a chronology)*

<b>Organization</b>	<b>Term of Service (Date to Date)</b>	<b>Position</b>
Private Practice, Victoria, B.C.	s.22 to present	Doctor of Podiatric Medicine
Private Practice, Duncan, B.C.	to present	Doctor of Podiatric Medicine

3. Current or recent appointments to other tribunals. *(Provide a chronology)*

<b>Tribunal</b>	<b>Term of Service (Date to Date)</b>	<b>Position</b>
N/A		

4. Past and present community and civic activities. *(Provide a chronology)*

<b>Organization</b>	<b>Term of Service (Date to Date)</b>	<b>Position</b>
N/A		

5. Memberships in professional organizations.

<i>Professional Organization</i>	<i>Term of Membership (Date to Date)</i>
Canadian Podiatric Medical Association	1999 to present
American Podiatric Medical Association	1992 to present
British Columbia Podiatric Medical Association	1999 to present/secretary from 2011 - 2012
American Professional Wound Care Association	2009 to present

6. Publications. (List any published works you have authored)

<i>Publication</i>	<i>Publication Date(s)</i>
s.22	

**CONFLICT OF INTEREST – DISCLOSURE STATEMENT**

A conflict of interest arises where you have an interest which conflicts (or might conflict, or might be perceived to conflict) with performance of your statutory duties under the legislation governing the Tribunal (the "Governing Legislation").

A conflict of interest may take a number of forms. It may be financial or non-financial. It may be direct or indirect. It may be professional or family related.

A conflict of interest may arise from directorships (business or not-for-profit) or employment; interests in business enterprises or professional practices; share ownership; beneficial interests in trusts; existing professional or personal associations with the Tribunal; ongoing or outstanding matters before the Tribunal; professional associations or relationships with other organizations; personal associations with other groups or organizations; or family relationships.

Every appointee or potential appointee of the Tribunal must disclose any duty, affiliation or interest that might conflict with his or her duty to the Tribunal.

**7. A direct or indirect conflict with my duty as an appointee to the Tribunal may arise because (please indicate if non-applicable):**

**a) I hold the following offices (appointed or elected):**

s.22

**b) I, or any trustee or any nominee on my behalf, own or possess, directly or indirectly, the following interests:**

s.22

**c) I, or a member of my family, is affiliated with or has an interest in an entity that represents others or appears before the Tribunal:**

s.22

**8. The nature and extent of the conflicting office, duty or affiliation referred to in paragraph 7 is (please indicate if non-applicable):**

s.22

**9. A real or perceived conflict of interest with my duty as an appointee to the Tribunal may arise because I receive financial remuneration (either for services performed by me, as an owner or part owner, trustee, or employee or otherwise) from the following sources (please indicate if non-applicable):**

s.22

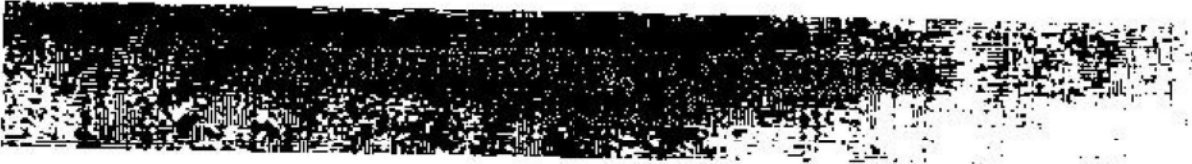
**10. If, at any time following the signing of this Profile and Declaration, there are changes to the information given herein regarding conflict of interest, either by way of addition or deletion, I shall forthwith file with the Organization a supplementary disclosure statement describing such change.**

s.22

**11. Other than disclosed above, do you have any relationships or interests that could compromise, or be perceived to compromise, your ability to exercise judgment with a view to the performance of your statutory duties under the Governing Legislation?**

s.22

**Describe:**

- 
12. BRDO is responsible for ensuring awareness of all relevant information related to potential appointees. As such, we are asking you use this section to disclose any issues that may be of public interest in the event you are appointed to a government agency, board or commission. Such issues can include criminal charges/convictions.

Describe:

s.22

## **DUTIES/RESPONSIBILITIES**

Appointees to the Tribunal are appointed under the Governing Legislation. They must have a commitment to making the best possible decisions in accordance with the Governing Legislation and administrative law principles. Appointees must carefully adhere to these duties, take their jobs seriously and meet high standards of accountability.

13. By signing this Profile and Declaration, I acknowledge and understand that, in carrying out my duties, I have a responsibility to:
- a) be courteous and treat all parties fairly and with respect;
  - b) be punctual and organized;
  - c) identify opportunities to resolve disputes or issues and bring those opportunities to the attention of the parties at the earliest possible time, with the least cost while ensuring that all parties are treated fairly;
  - d) ensure that organizational and preliminary procedural matters are resolved quickly;
  - e) conduct effective hearings and render fair, well-reasoned decisions based on the evidence and applicable law and policy;
  - f) recognize and deal appropriately with situations that may involve an issue of bias or conflict of interest and do so in accordance with the Tribunal's applicable code of conduct;
  - g) maintain currency with respect to the justice system, including relevant legislation, policies and procedures;
  - h) work with agency staff and be familiar with case management practices; and
  - i) ensure that files are completed in a timely manner.

*(Note: These duties are in addition to duties and responsibilities set out in the Tribunal's own Code of Conduct or Conflict of Interest Guidelines.)*

## **INTEGRITY AND PUBLIC ACCOUNTABILITY**

*Note: An affirmative answer to any of the questions in paragraphs 13 to 17 does not automatically disqualify a potential applicant from being appointed. Each candidate's background will be considered in relation to the specific requirements of the appointment.*

14. In your employment, business or personal affairs, have you, or any business in which you have a direct or indirect controlling interest, in B.C. or elsewhere:

s.22



s.22

- (a) been charged with (where charges are still outstanding) or convicted of an offence under the Criminal Code of Canada?
- (b) been charged with (where charges are still outstanding) or convicted of an offence under any other Federal statutes or regulations, including the Income Tax Act, the Controlled Drugs and Substances Act, or others?
- (c) been charged with (where charges are still outstanding) or convicted of any offence under any Provincial statutes or regulations?
- (d) been charged with (where charges are still outstanding) or disciplined by any professional association or body?
- (e) had any improper dealings with government (e.g. improper solicitation of contracts, lobbying or representations)?
- (f) been involved in any issue or controversy that has gone, or is now likely to go to litigation or public review?
- (g) been cited by any court for contempt or prohibited from appearing before any court or tribunal?

If you answered "Yes" to any of the above questions, please provide details below.

s.22

15. Are you involved in a dispute with a public body or government that is likely to go to litigation or an adjudicative process?

s.22

Describe:

s.22

16. Have you or any organization or group which you are associated with promoted or encouraged hatred against people or persons on the basis of ethnicity, language,

**colour, religion, culture, gender or sexual orientation?**

s.22

**Describe:**

s.22

17. **Do you have any kind of a disability (example: *substance abuse*) that would limit or prevent you from carrying out your duties to the Tribunal?**

s.22

**Describe the disability and identify any accommodation that may be required to assist you in carrying out your duties:**

s.22

18. **Generally, are you aware of any facts or matters which, if publicly disclosed, could cause the government embarrassment or hinder your performance of your duties as an appointee to the Tribunal?**

s.22

**Describe:**

s.22

19. **I understand that the Board Resourcing and Development Office and the Tribunal have an obligation to verify reference information with respect to all candidates for potential appointments, including myself.**

**By signing below, I authorize the Board Resourcing and Development Office to verify or obtain any personal information about me directly from me, from organizations or references referred to in this Profile and Declaration, or from the specific organization(s) listed below for the purpose of evaluating my suitability for appointment to a British Columbia public agency.**

**I also consent to the disclosure of my personal information to such persons or organizations when such disclosure is necessary to evaluate my suitability for appointment to an administrative tribunal in British Columbia.**

**This authorization is valid for one year following the date of my signature.**

**Additional Organizations that May be Contacted:**

s.22

s.22

20. Birth Date *(Required only to verify background information)*: s.22

### **REFERENCES**

21. Please provide a minimum of three references.

Name: s.22

Occupation: s.22

Address: s.22

Email: s.22

Home Telephone:

Business Telephone: s.22

Name: s.22

Occupation: s.22

Address: s.22

Email: s.22

Home Telephone:

Business Telephone: s.22

Name: s.22

Occupation: s.22

Address: s.22

Email: s.22

Home Telephone:

Business Telephone: s.22

### **BIOGRAPHY**

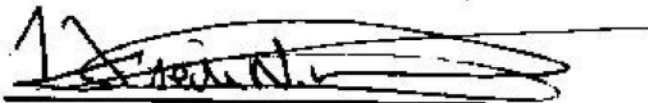
22. I agree that if I am appointed to the Tribunal, the Board Resourcing and Development Office may publish a biography of me that states the area of the Province in which I reside and contains some or all of the information provided in paragraphs 1 through 5 of this Profile and Declaration. *(If you wish, you may attach a short (i.e., 100 words) biography of yourself for publication purposes)*

### **ATTESTATION AND SIGNATURE**

I, Hiedi N. Postowski *(Print Name)*:



1. attest to the veracity of the information provided in this Candidate Profile and Declaration; and
2. acknowledge the duties of Tribunal members as set out in this Profile and Declaration.



Signature

06 August 2016

Date

### **CONFIDENTIALITY**

The personal information requested on this form is collected under the authority of and used for the purpose of administering a variety of statutes which authorize the appointment of individuals to government's agencies, boards and commissions. Information on the authority for a specific appointment is available on request.

All information provided to us will be considered as supplied in confidence. Under certain circumstances some information may be released subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.

If you have any questions about the collection and use of this information, please contact the Board Resourcing and Development Office at (604) 775 - 2084, Room 730 - 999 Canada Place, Vancouver, BC V6C 3E1.

This Profile and Declaration will be kept for a minimum of one year.

If you are appointed to the Agency/Crown Corporation/Tribunal, a copy of this Profile and Declaration will be provided to the Chair of the Agency/Crown Corporation/Tribunal.

## Ministry Responsible

Ministry of Health

## Date

August 8, 2016

BOARD	NUMBER OF VACANCIES	TYPE OF APPOINTMENT	
HCPSCA	1	OIC/MO	
BOARD CHAIR			
Stephaine Power			
POSITION(S)	INITIAL APPOINTMENT	CURRENT TERM	TERM EXPIRY
MEMBER NAME/POSITION	YYYY/MM/DD	YYYY/MM/DD	YYYY/MM/DD
1.Dr. Hiedi Postowski, Professional Rep	N/A	N/A	N/A
2.			
3.			
4.			
5.			
6.			
7.			

## Governing Legislation

Act

## Notice of Position

YES ☒

NO ☐

## RECOMMENDED RECRUITMENT AND EVALUATION

Describe competencies sought for vacant position(s) *including: gender, diversity and regional/geographic representation on the Board.*

Candidates for Reappointment	Re-Appointment Performance Appraisal			
1.	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
2.	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
3.	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
4.	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Optional: New Candidates for Appointment Consideration	Resume		Candidate Profile	
1. Dr. Hiedi Postowski, Professional Rep	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
2.	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
3.	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
4.	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>



Board Resourcing  
and Development

Board Member  
Performance Appraisal  
HEALTH CARE PRACTITIONERS  
SPECIAL COMMITTEE FOR AUDIT  
HEARINGS  
May 2016

NAME OF AGENCY	Billing Integrity Program, Ministry of Health
COMPLETED BY	Stephanie Monteiro, Contract Administrator
MEMBER	Patrick Wong

*For each member who wishes to be considered for reappointment a performance appraisal and recommendation by the Board is required. Please provide information on the member for consideration in the areas listed below:*

1. **DEGREE AND VALUE OF PARTICIPATION:** *(Please refer to member's subject knowledge, use of good judgment, and ability to work with others)*

s.22

2. **COMMITMENT TO GOVERNMENT GOALS FOR THE ENTITY:**

The Practitioners of British Columbia bill their services accurately.

3. **ATTENDANCE:**

s.22

4. **ADDITIONAL COMMENTS:**

s.22

**STATEMENT OF RECOMMENDATION:**

s.22

I, Stephanie Power

Patrick Wong for reappointment to the board above.

Stephanie Power  
Signature

May 30 / 16  
Date

**PERFORMANCE APPRAISAL**  
for Governing Boards**INSTRUCTIONS**

- Refer to the Charter of Expectations for Appointees to Governing Boards on **Page 2** and use these parameters in evaluating performance.
- If you require more space, attach a separate sheet.

**Freedom of Information and Protection of Privacy Act (FOIPPA)**

The personal information on this form is collected for the purpose of administering a variety of statutes that authorize the appointment of individuals to public sector organizations under the authority of section 26(a) of the FOIPPA. Questions about the collection or use of this information can be directed to the Crown Agencies and Board Resourcing Office by email at [abc@gov.bc.ca](mailto:abc@gov.bc.ca) or by telephone at 604 660-0465.

**PART A – GENERAL INFORMATION**

NAME OF BOARD OR PUBLIC SECTOR ORGANIZATION

Health Care Practitioners Special Committee for Audit Hearings

APPRAISAL PERIOD

MMM / YYYY

MMM / YYYY

FROM: Dec/2016

TO: Dec/2019

NAME OF INDIVIDUAL BEING APPRAISED (*appraisee*)

Patrick Yiu-Wah Wong (Beneficiaries Rep)

NAME OF APPRAISER (*usually a board or committee chair*)

Stephaine Power

**PART B – PERFORMANCE APPRAISAL**

1. Degree and value of participation:

s.22

2. Commitment to the Organization's mandate:

s.22

3. Attendance (*during appraisal period*):

	NUMBER OF MEETINGS	NUMBER OF UNEXCUSED ABSENCES
REGULAR BOARD MEETINGS	s.22	s.22
COMMITTEE MEETINGS		

Type of committee(s) the appraisee serves on [*check (✓) all that apply*]:

- ☐ Audit
 ☐ Finance
 ☐ Governance
 ☐ Human Resources
- ☐ Risk Management
 ☒ Other: Health Care Practitioners Special Committee for Audit Hearings

4. Additional comments:

Patrick Wong is Senior Partner of Wong Robinson & Co. Chartered Accountants. Previously, he was the Minister of State for Immigration and Multicultural Services in BC. He was also Fraser River Harbour Commissioner and former director of Asia Pacific Foundation. Mr. Wong holds his Bachelor of Arts in Economics from Simon Fraser University and is designated an Accredited Director from the Charter Secretary Canada.

5. Does the skill set brought forward by the appraisee fit with the future needs of the Board/Organization? s.22

6. I recommend the above individual to be reappointed to the organization

**PART C – CERTIFICATION**

I confirm the information on this form is true and complete to the best of my knowledge.

SIGNATURE OF APPRAISER (*type your name to sign electronically*)DATE SIGNED  
DD / MMM / YYYY

09 Sept 19

---

## **CHARTER OF EXPECTATIONS FOR APPOINTEES TO GOVERNING BOARDS**

Board Appointees owe the Organization they serve a commitment to making the best possible decisions. Appointees must carefully adhere to these principles and responsibilities. They must strive for high standards of accountability and fiduciary duty.

### **PRINCIPLES**

#### **Compliance**

- You must ensure compliance with all accounting and audit principles;
- Take all necessary and reasonable measures to ensure compliance with laws, regulations and policies that apply to the Organization; and
- Know the Organization's mandate.

#### **Accountability**

- You must ensure the accuracy of financial information;
- Base your decisions upon facts and reliable information; and
- Properly inform yourself before taking action.

#### **Integrity**

- In making decisions, you must always act in the best interests of the Organization;
- Ensure integrity in all dealings with and on behalf of the Organization, including via social media platforms;
- Maintain the confidentiality of information received by you in your capacity as board member both during and after your appointment;
- Maintain the ongoing responsibility to disclose real or perceived conflicts of interest; and
- Avoid real or perceived conflicts between your own private interests and the best interests of the Organization.

### **RESPONSIBILITIES**

#### **Strategic Planning**

- Provide input to management on emerging trends and issues; and
- Review and approve management's strategic plans, including significant capital allocations and expenditures.

#### **Performance Monitoring and Reporting**

- Monitor corporate performance against strategic and business plans; and
- Evaluate corporate performance reporting.

#### **Organizational Leadership**

- If legislation allows, appoint, monitor and evaluate the performance of the CEO/President;
- If legislation allows, replace CEO/President if necessary; and
- Ensure succession planning.

#### **Risk Assessment**

- Identify principal risks to the Organization's operations and ensure that appropriate systems are in place to manage and monitor these risks; and
- Review and approve material transactions not in the ordinary course of business.

#### **Public Policy**

- Understand the significance of the role of the Organization as an instrument of public policy; and
- Monitor performance of the Organization in relation to the strategic objectives of the shareholder.

#### **Governance**

- Ensure the Organization aligns with the **taxpayer accountability principles**;
- Establish appropriate governance structures to ensure efficient and prudent stewardship of the Organization;
- Assess the board's own effectiveness including monitoring the effectiveness of individual board members; and
- Participate as appropriate on board committees including: Audit, Finance, Risk Management, Governance and Human Resources.

The personal information on this Profile and Declaration is collected because you wish your name to be considered for appointment to the governing board of a British Columbia public sector organization. The information obtained on this form will be used to assess your candidacy against the skills and experience sought for the vacant position.

In completing the Profile, please note that the information sought is that which is relevant to the position in which you have expressed an interest. For more information about the candidate selection and appointment process, please refer to the Board Resourcing and Development Office website ([www.gov.bc.ca/brdo](http://www.gov.bc.ca/brdo)) and link to the page "The Appointment Process".

*(Please complete electronically and then print to sign. If you require more room than the space provided, please use a separate piece of paper)*

**Name of the organization:**

The College of Speech and Hearing Health Professionals of B.C.

**CONTACT INFORMATION**

Name (*Please Print – Title/First/Initial/Last*): Mr. Patrick Y. Wong

Telephone: *Work*<sup>s.22</sup>  
*Cell*<sup>s.22</sup>

*Home*<sup>s.22</sup>

Home Address:<sup>s.22</sup>

Email Address:

**BACKGROUND INFORMATION**

1. Educational background (*Provide a chronology*)

<i><b>Institution</b></i>	<i><b>Term Attended (Date to Date)</b></i>	<i><b>Degree/Diploma Obtained</b></i>
University of B.C.	s.22	Mortgage Broker Course

## CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD

University of B.C.	s.22	Real Estate Trading Service Course & Real Estate Appraisal Course
Institute of Chartered Accountants of B.C. – School of Accountancy	s.22 -1983	Chartered Accountant (CA) Professional Designation
Simon Fraser University	s.22 -1978	B.A. (Commerce)

2. Professional and employment background. *(Provide a chronology)*

<b>Organization</b>	<b>Term of Service (Date to Date)</b>	<b>Position</b>
Wong Robinson & Co., (CPA.firm)	2005-present	Senior Partner,,CA., CPA
B.C. Government	2004-2005	Minister of State for Immigration & Multicultural Services
B.C. Legislature	2001-2004	Member of Legislative Assembly
Wong Robinson & Co. (C.A.)	s.22	Partner
Patrick Wong, Chartered Accountant	1984-1986	Sole Practitioner

3. The following is a list of every company of which I am currently a director or officer. *(Provide a chronology)*

<b>Organization</b>	<b>Term of Service (Date to Date)</b>	<b>Position</b>
---------------------	---	-----------------

s.22

## CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD

4. The following is a list of every company of which I was previously a director or officer. (*Provide a chronology*)

<b>Organization</b>	<b>Term of Service (Date to Date)</b>	<b>Position</b>
Non-applicable		

5. Past and present community and civic activities. (*Provide a chronology*)

<b>Organization</b>	<b>Term of Service (Date to Date)</b>	<b>Position</b>
Asia Pacific CEO Association of Canada	s.22 -present	Director/Co-chair
Vancouver China-town Merchants Association	s.22 -present	Adviser
Pui Ying Christian Services Society	s.22 -present	Director
Multicultural Advisory Committee- Ministry of International Trade	2012-2013	Committee Member
Asia Pacific Foundation of Canada	s.22	Director
B.C. Legislature	2001-2005	MLA –Vancouver-Kensington
Institute of Chartered Accountants of BC.	2011-2012	By-law Committee Member & former Council Member
Fraser River Port Authority	2000-2001	Director/Chair
Fraser River Commission	1997-2000	Commissioner



## CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD

B.C. Health Care Practitioners' Special Committee for Audit	2014-present	Member
--	--------------	--------

6. Memberships in professional organizations.

<i>Professional Organization</i>	<i>Term of Membership (Date to Date)</i>
Institute of Chartered Accountants of B.C.	1983-present
Real Estate Board of Greater Vancouver	2014-present
Institute of Chartered Secretaries & Administrators	1979-present
Chartered Institute of Bankers, London, U.K.	1971-present

7. Publications (*List any published works you have authored*).

<i>Publication</i>	<i>Publication Date(s)</i>
s.22	

8. On a scale of 1-10 where 1 = low and 10 = high, indicate the level of your ability to read and understand financial statements.

10

### CONFLICT OF INTEREST – DISCLOSURE STATEMENT

A conflict of interest arises where you have an interest which conflicts (or might conflict, or might be perceived to conflict) with the interests of the Organization.

A conflict of interest may take a number of forms. It may be financial or non-financial. It may be direct or indirect. It may be professional or family related.

Prepared by: Board Resourcing and Development

Latest Revision: May 2007

Page 4 of 13

## CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD

A conflict of interest may arise from directorships or other employment; interests in business enterprises or professional practices; share ownership; beneficial interests in trusts; existing professional or personal associations with the Organization; professional associations or relationships with other organizations; personal associations with other groups or organizations; or family relationships.

Every director or potential director of the Organization must disclose any duty or interest that might conflict with his or her duty or interest to the Organization.

9. A direct or indirect conflict with my duty as a Director of the Organization may arise because (please indicate if non-applicable):

s.22

- a) I, or my associates<sup>1</sup>, hold the following offices (appointed or elected):

s.22

- b) I, my associates, or any trustee or any nominee on my behalf, own or possess, directly or indirectly, the following interests (i.e., shares, businesses, or properties):

s.22

- c) I, or my associates, have the following interests in existing or proposed transactions with the Organization.

s.22

10. The nature and extent of the conflicting office duty or interest referred to in subparagraphs 9(a) or 9(b) is (please indicate if non-applicable):

s.22

11. A real or perceived conflict of interest with my duty as an appointee to the Organization may arise because I receive financial remuneration (either for services performed by me, as an owner or part owner, trustee, or employee or otherwise) from the following sources (please indicate if non-applicable):

s.22

---

<sup>1</sup> "associate" of a person means any person closely connected by blood or otherwise including, but not limited to, a spouse (including common-law spouse), parent, grandparent, brother, sister, child or grandchild.

## CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD

12. The following is a list of each subsidiary<sup>2</sup> or affiliate<sup>3</sup> of a company listed in paragraph 9(b) or 11 of this Profile and Declaration.

<i>Company Listed in Paragraph 9(b) or 11</i>	<i>Name of Subsidiary or Affiliate</i>	<i>Type of Business Ordinarily Carried on by Subsidiary or Affiliate</i>
---	--	--

s.22

13. If, at any time following the signing of this Profile and Declaration, there are changes to the information given herein regarding conflict of interest, either by way or addition or deletion, I shall forthwith file with the Organization a supplementary disclosure statement describing such change.

s.22

14. Other than disclosed above, do you have any relationships or interests that could compromise, or be perceived to compromise, your ability to exercise judgment with a view to the best interests of the Organization?

s.22

Describe:<sup>s.22</sup>

<sup>2</sup> For the purposes of this Profile and Declaration, a corporation is a subsidiary of another corporation where:

(a) it is controlled by:

- (i) that other corporation;
- (ii) that other corporation and one or more other corporations, each of which is controlled by that other corporation; or
- (iii) two or more other corporations, each of which is controlled by that other corporation; or

(b) it is a subsidiary or a subsidiary of that other corporation.

<sup>3</sup> For the purposes of this Profile and Declaration, one corporation is affiliated with another corporation where one of them is the subsidiary of the other, or both are subsidiaries of the same corporation, or each of them is controlled by the same person.

## CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD

### **DUTIES/RESPONSIBILITIES TO THE ORGANIZATION**

Board Directors owe the Organization they serve undivided loyalty and a commitment to making the best possible decisions. Directors must carefully adhere to these duties and take their jobs seriously to set high standards of accountability.

By signing this Profile and Declaration, you acknowledge and understand that you are bound by the following duties and responsibilities. (Note: These duties are in addition to the Organization's own Code of Conduct or Conflict of Interest Guidelines.)

15. **Duty of Care:** You have a duty of care to the Organization which means that:
  - you must exercise the degree of skill and diligence reasonably expected from an ordinary person of your knowledge and experience;
  - in making decisions, you must always act in the best interests of the Organization;
  - you must base your decisions upon facts and reliable information; and
  - you must not act without first taking care to be properly informed.
16. **Duty of Loyalty:** This duty embraces fairness, good faith and honesty. It means that, in all decisions, you must act in the Organization's best interests, not your own. Specifically, you must:
  - be honest in your dealings within the Organization and with others on behalf of the Organization;
  - maintain the confidentiality of information received by you in your capacity as board member both before and after termination (for whatever reason) of your appointment; and
  - avoid situations where you could put yourself in a position of conflict between your own private interests and the best interests of the Organization.
17. **Duty of Obedience:** This duty requires that you know the Organization's mission and the laws and regulations that affect the carrying-out of the mission. This duty means that you must:
18. carry out the Organization's purposes; and

## CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD

- take all necessary and reasonable measures to assure compliance with laws, regulations and policies that apply to the Organization.

### INTEGRITY AND PUBLIC ACCOUNTABILITY

*Note: An affirmative answer to any of the questions in sections 18 to 21 does not automatically disqualify a potential applicant from being appointed. Each candidate's background will be considered in relation to the specific requirements of the appointment.*

19. In your employment, business or personal affairs, have you, or any company in which you have a direct or indirect controlling interest, in B.C. or elsewhere:

- (a) been charged with (where charges are still outstanding) or convicted of an offence under the Criminal Code of Canada? s.22
- (b) been charged with (where charges are still outstanding) or convicted of an offence under any other Federal statutes or regulations, including the Income Tax Act, the Controlled Drugs and Substances Act, or others?
- (c) been charged with (where charges are still outstanding) or convicted of any offence under any Provincial statutes or regulations?
- (d) been charged with (where charges are still outstanding) or disciplined by any professional association or body?
- (e) had any improper dealings with government (e.g. improper solicitation of contracts, lobbying or representations?
- (f) been involved in any issue or controversy that has gone, or is now likely to go to litigation or public review?

If you answered "Yes" to any of the above questions, please provide details below.

s.22

## CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD

20. Have you or any organization or group which you are associated with promoted or encouraged hatred against people or persons on the basis of ethnicity, language, colour, religion, culture, gender or sexual orientation?

s.22

Describe:

s.22

21. Have you had, or do you have any kind of disability (*example: substance abuse*) that may affect your ability to serve as a board member?

s.22

Describe this disability and identify any accommodation that may be required to assist you in carrying out your duties:

s.22

22. Generally, are you aware of any facts or matters which, if publicly disclosed, could cause the government embarrassment or hinder your performance of your duties as a board member?

s.22

Describe:

s.22

23. BRDO is responsible for ensuring awareness of all relevant information related to potential appointees. As such, we are asking you use this section to disclose any issues that may be of public interest in the event you are appointed to a government agency, board or commission. Such issues can include criminal charges/convictions.

Describe:

s.22

## CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD

24. I understand that the Board Resourcing and Development Office and the Organization have an obligation to verify reference information with respect to all candidates for potential appointments, including myself.

By signing below, I authorize the Board Resourcing and Development Office to verify or obtain any personal information about me directly from me, from organizations or references referred to in this Profile and Declaration, or from the specific organization(s) listed below for the purpose of evaluating my suitability for appointment to the governing board of a British Columbia organization. I also consent to the disclosure of my personal information to such persons or organizations when such disclosure is necessary to evaluate my suitability for appointment to a British Columbia public sector organization. This authorization is valid for one year following the date of my signature.

Additional Organizations:

s.22

25. Birth Date (*Required only to verify background information*): s.22

### REFERENCES

26. Please provide a minimum of three references.

Name: s.22	Occupation: s.22
Address: s.22	Email: s.22
Name: s.22	Occupation: s.22
Address: s.22	Email: s.22
Home Telephone: s.22	Business Telephone: s.22
Name: s.22	Occupation: s.22
Address: s.22	Email: s.22
Home Telephone: s.22	Business Telephone: s.22

## CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD

### BIOGRAPHY

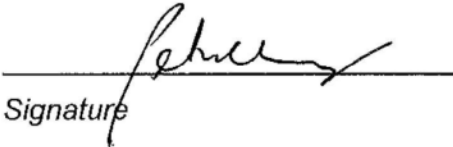
27. I agree that if I am appointed to the governing board of a British Columbia organization, the Board Resourcing and Development Office and the Organization may publish a biography of me that states the area of the Province in which I reside and contains some or all of the information provided in paragraphs 1 through 5 of this Profile and Declaration. *(If you wish, you may attach a short (i.e., 100 words) biography of yourself for publication purposes.)*

**Patrick Wong is a senior partner of a Chartered Accountant firm in Vancouver with more than 26 years of public accounting experience. He has wide public office experience including former B.C. Minister of State for Immigration and Multicultural Services and MLA and Chair of Fraser River Port Authority. As well, he was the former committee member of Multicultural Advisory Committee of B.C. International Trade and former director of Asia Pacific Foundation. Currently, he is serving as a co-chair of Asia Pacific CEO Association of Canada, director of Pui Ying Christian Services Association and advisor of Vancouver Chinatown Merchants Association as well as a panel member of B.C. Health Care Practitioners' Special Committee for Audit.**

### ATTESTATION AND SIGNATURE

I, Patrick Y. Wong

1. attest to the veracity of the information provided in this Profile and Declaration;
2. acknowledge and agree to adhere to the Charter of Expectations for Directors of Governing Boards; and
3. consent to a copy of this Profile being provided to the Organization.

  
Signature

September 26, 2014

Date

### CONFIDENTIALITY

The personal information requested on this form is collected under the authority of and used for the purpose of administering a variety of statutes which authorize the appointment of individuals to government's agencies, boards and commissions.

Information on the authority for a specific appointment is available on request.



## **CANDIDATE PROFILE AND DECLARATION GOVERNING BOARD**

All information provided to us will be considered as supplied in confidence. Under certain circumstances some information may be released subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.

If you have any questions about the collection and use of this information, please contact the Board Resourcing and Development Office at (604) 775 - 2084, Room 730 - 999 Canada Place, Vancouver, BC V6C 3E1.

This Profile and Declaration will be kept for a minimum of one year.

If you are appointed to the Organization, a copy of this Profile and Declaration will be provided to the Organization.

## Schedule "A" to Governing Board Candidate Profile and Declaration

### CHARTER OF EXPECTATIONS FOR DIRECTORS OF GOVERNING BOARDS

The Charter of Expectations for Directors of Governing Boards, as set out below, outlines for potential candidates the duties and expectations of board members generally.

#### Strategic Planning

- provide input to management on emerging trends and issues
- review and approve management's strategic plans, including significant capital allocations and expenditures

#### Performance Monitoring and Reporting

- monitor corporate performance against strategic and business plans
- evaluate corporate performance reporting
- evaluate performance of senior management

#### Risk Assessment

- identify principal risks of the Organization's operations and ensure that appropriate systems are in place to manage these risks

#### Public Policy

- appreciate the role of the Organization as an instrument of public policy
- monitor performance of Organization in relation to the strategic objectives of the shareholder

#### Senior Staff

- appoint, monitor and evaluate the performance of the CEO; replace if necessary
- ensure succession planning

#### Financial/Legal Integrity

- ensure ethical behaviour of entity and compliance with all laws and regulations:
- ensure accuracy of financial information and compliance with all accounting and audit principles

#### Personal Integrity

- ensure personal integrity in all dealings with and on behalf of the Organization, including ongoing responsibility to disclose conflict of interest

#### Governance

- establish appropriate governance structures to ensure efficient and prudent stewardship of the Organization
- assess board's own effectiveness including monitoring the effectiveness of individual board members

#### Material Transactions

- review and approve material transactions not in the ordinary course of business

#### Committees

- participate as appropriate on board committees including: Audit and Risk Management, Governance, Human Resources



**Board  
Resourcing and  
Development**

# Checklist

## Request for Appointment

### Ministry Responsible

Ministry of Health

BOARD	NUMBER OF VACANCIES	TYPE OF APPOINTMENT	
Health Care Practitioners Special Committee for Audit Hearings	7	OIC	
BOARD CHAIR			
Stephanie Power			
POSITION(S)	INITIAL APPOINTMENT	CURRENT TERM	TERM EXPIRY
MEMBER NAME/POSITION			
1.Dr. Douglas Lamb	Nov 27/13	Nov 27/13	Sep 30/16
2.Dr. Paul Neumann	Nov 27/13	Nov 27/13	Sep 30/16
3.Jonalan (Jay) Oddleifson	Dec 31/13	Dec 31/13	Dec 31/16
4.Oleg Tomchenko	Jun 11/10	Dec 31/13	Dec 31/16
5.Patrick Ylu-Wah Wong	Apr 11/14	Apr 11/14	Dec 31/16
6.James B. Stewart	Apr 11/14	Apr 11/14	Dec 31/16
7.Kent Ashby	Nov 4/10	Dec 31/15	Dec 31/16

### Governing Legislation

Medicare Protection Act

### Notice of Position

YES ☒

NO ☐

### RECOMMENDED RECRUITMENT AND EVALUATION

Describe competencies sought for vacant position(s) **including: gender, diversity and regional/geographic representation on the Board.**

### Candidates for Reappointment

1.Dr. Paul Neumann

#### Re-Appointment Performance Appraisal

YES ☒ NO ☐

2.Jonalan (Jay) Oddleifson

YES ☒ NO ☐

3.James B. Stewart

YES ☒ NO ☐

4.Kent Ashby

YES ☒ NO ☐

5.Patrick Wong

YES ☒ NO ☐

6.

YES ☐ NO ☐

7.

YES ☐ NO ☐

**REQUEST FOR APPOINTMENT (RFA) CHECKLIST****INSTRUCTIONS**

- Complete the parts of this checklist that apply to your situation and send it to your ministry appointment co-ordinator and cc the Crown Agencies and Board Resourcing Office (CABRO).

**Freedom of Information and Protection of Privacy Act (FOIPPA)** – The personal information on this form is collected for the purpose of administering a variety of statutes that authorize the appointment of individuals to public sector organizations under the authority of section 26(a) of the FOIPPA. Questions about the collection or use of this information can be directed to the Crown Agencies and Board Resourcing Office by email at [abc@gov.bc.ca](mailto:abc@gov.bc.ca) or by telephone at 604 660-0465.

**PART A – GENERAL INFORMATION**

Name of Board or Public Sector Organization:  Health Care Practitioners' Special Committee for Audit Hearings	Name and title of individual and title completing this form:  Vanessa Starkey, Hearing Coordinator	Date Completed: DD/MM/YYYY  10/09/2019
Ministry Responsible:  Health	Governing Legislation:  Medicare Protection Act	Type of Appointment: (OIC/MO/ ML/SR, etc.)  OIC

**PART B – RECOMMENDED REAPPOINTMENTS (due to upcoming expiries)**

Member Name (Include first, middle and last name)	Position (Eg. Chair, Vice-Chair, Member, Director, etc.)	Initial Appointment Date (DD/MM/YYYY)	Term Expiry Date (DD/MM/YYYY)	Is the Performance Appraisal (PA) form attached? (Y/N)	Suggested Term
1. Kent Ashby	Chair, Gov't Rep	4/11/2010	31/12/2019	Yes	s.13
2. Dr. Hiedi Postowski	Member, Podiatry Rep	30/09/2016	31/12/2019	Yes	
3. Patrick Yiu-Wah Wong	Member, Bene Rep	11/04/2014	31/12/2019	Yes	
4. Jonalan Oddleifson	Member, Bene Rep	31/12/2013	31/12/2019	Yes	
5.				Yes	

**PART C – RECOMMENDED RECRUITMENT AND EVALUATION**

Describe competencies sought for vacant position(s) and/or reappointments **including: gender, diversity and regional/geographic representation on the Board.**

People from all regions of our province are invited to help renew B.C.'s public sector boards. Consideration will be given to qualified individuals with a broad range of backgrounds in community, labour and business environments. The selection process will recognize lived experience and volunteer roles as well as paid employment and academic achievements.

**PART D – VACANCIES** (Vacating member due to members not recommended for reappointment, served maximum term, resignations or legislation requirements)

Member Name (Include first, middle and last name of outgoing member)	Position (Eg. Chair, Vice-Chair, Member, Director, etc.)	Current/Upcoming date of vacancy (DD/MM/YYYY)	Is the Notice of Position (NOP) form attached? (Y/N)	Notes (eg. not seeking Reappointment (RE), not recommended for RE, Resignation or Retired)
1. James B. Stewart	Member, Gov't Rep	31/12/2019	Yes	not seeking reappointment
2. David Peter Bird	Member, Bene Rep	31/12/2019	Yes	not seeking reappointment
3.				
4.				
5.				

**PART E – NEW CANDIDATES FOR APPOINTMENT CONSIDERATION** (OPTIONAL)

Candidate Name (Include first, middle and last name)*rank by priority	Position (Eg. Chair, Vice-Chair, Member, Director, etc.)	Is a resume attached? (Y/N)	Is a Candidate Profile and Declaration (CPD) form attached? (Y/N )	Suggested Term
1.				
2.				
3.				
4.				
5.				