

MINISTRY OF EMERGENCY MANAGEMENT AND CLIMATE READINESS DECISION BRIEFING NOTE

PREPARED FOR: Tara Richards, Deputy Minister, Ministry of Emergency Management and Climate Readiness

ISSUE: Deputy Minister Override of Band 5 Executive Director, Recovery Funding Classification Decision

BACKGROUND:

To ensure the Province of British Columbia meets the current and evolving needs of communities affected by disaster events, the Disaster Financial Assistance (DFA) Program of the Disaster Recovery Division supports the Ministry of Emergency Management and Climate Readiness (EMCR) with the design, implementation, and evaluation of province-wide disaster recovery funding programs.

Throughout recent months, the Disaster Funding Program has expanded its scope of work substantially and now also oversees Humanitarian Recovery Support administration as well as Unmet Needs administration. There has been a simultaneous build-out of permanent positions and an elevation of work from Clerk 9 and Clerk 15 positions, to now Adjudication work at the 15, 18 and 21 levels. The Division has been enhanced by the addition of a Community Recovery Program which will seek to advance timely and viable community recovery plans and subsequent projects. This increase in community support will demand a strategic and nimble response from the Disaster Recovery Funding Branch in order to assist communities and individuals who have been impacted by disasters & emergencies.

To date, EMCR has not utilized this Deputy Minister (DM) override option, however; prior to our transition to a ministry, ^{s.13}

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DISCUSSION:

EMCR has been working with the PSA on classifying the organizational structure for the DFA Program, since November 2022. This project has included an organizational structure design review of the entire branch, as well as reviews of individual positions within the Division.

A significant piece to the project is the classification of the Band 5, Executive Director position. The Executive Director of DFA is not only responsible for the Disaster Financial Assistance Program administration which includes maintaining the financial integrity of the program, but also for sourcing alternative eligible funding options which

may be through federal, provincial or non-governmental organizations. They are responsible for the establishment of contractual arrangements with non-governmental organizations, as well as overseeing multi-million dollar arrangements with the Canadian Red Cross, specifically providing oversight of budget reporting, relationship management, administration of contribution agreements and any amendments of such agreements. This position is required to bring vision and strategy for novel ways in which to bring financial support to impacted communities and individuals. As DFA is drawn from provincial general revenue and the frequency of disasters is increasing, this position must be responsive, creative, legal and strategic, when amassing funding options which reduce pressure on the provincial contribution and increase supports from the federal government, non-government organizations, and efficiently combine resourcing to achieve desired recovery outcomes.

This position assesses future potential needs for humanitarian supports based upon event lessons learned, patterned unmet needs, and changes in demographics. As new humanitarian needs are identified, procurement or other processes are established to proactively prepare for coverage of an expanded suite of needs. This work requires advanced knowledge of government programs and political acumen. This position strategically determines when and how a surge DFA team is needed for accepting 1000's of claims for financial assistance.

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EMCR is not satisfied and does not agree with this outcome as the ministry will not be able to remain competitive and attract and recruit the appropriate level of competency and experience needed to meet our operational needs and mandate^{s.13}

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The process to action a Deputy Minister override consists of:

1. Decision Briefing Note (DBN) drafted & approved by Deputy Minister,
2. Approved DBN shared with PSA Classification Services, and
3. PSA Classification Services assigns position number with associated classification.

INDIGENOUS PEOPLES CONSIDERATIONS:

None

OPTIONS:

s.12; s.13

OTHER MINISTRIES IMPACTED/CONSULTED:

None

OPTION __1__ APPROVED

DATE



May 12, 2023

Tara Richards
Deputy Minister

APPROVED BY:

PREPARED BY:

Christine Fraser
Strategic Human Resources Branch
EMCR

	Initials	Date
ADM DRD	JLM	10/05/2023
ADM CSS	AC	10/05/2023