



Saskatchewan Regional Group

Annual Report

2018-19



IPAC Saskatchewan Regional Group

President's Report

I am often asked why IPAC? What are the benefits for members? More specifically, what do I get out of it? The latter question provides the opportunity for reflection. What do I get out of my involvement in IPAC?

IPAC strengthens my understanding of the public sector. In a year that had the rule of law, speaking truth to power and the role of the Clerk grabbing headlines and arising in every day conversations, the importance of the public sector and the principles advanced by IPAC have been highlighted.

I was proud to represent IPAC Saskatchewan at the Regional Group Council meeting and National Board meetings that were held in advance of the Annual Conference in Quebec City in August, 2018. National relies on the Regional Group Council for its primary communication with the Regional Groups. Given the importance of this, we expanded our contacts with the RGC this year and will continue to build on this relationship.

IPAC Saskatchewan continues to have a strong relationship with both the JSGS and the JSGS – Students' Association (SA). This was demonstrated by our sponsorship of the JSGS – SA annual Wine & Cheese; participation in the Poster Competition at the 2019 Tansley Lecture and presentation of the IPAC Thought Leadership Award; and support and encouragement for students to attend IPAC events. Cheryl Camillo was particularly effective in her liaison role with the IPAC SK Board and JSGS.

We struggled this year with competing priorities for our Board including a record number of Board members embarking on new positions in their careers. We also had a change in Treasurer and welcome Nana Duah who accepted this position mid-year.

Volunteer Board positions are critical for the success of this organization. We thank outgoing Board members Cheryl Camillo, Cammy Colpitts, Katie Geoghegan, Rebecca Gibbons, Doris Morrow and Alison Pfeiffer for their contributions. In particular, Doris Morrow has served in a number of roles during her eight years on the Board including leadership roles of President and Past-President. I look forward to a rewarding 2019-2020 for IPAC SK and its members.

Lee Anne Schienbein

Social Media

In 2018-19, the communications portfolio was separated out into two distinct positions: Communications Chair and Social Media Chair. While the Communications Chair maintained responsibility for IPAC Saskatchewan's (IPAC SK) email communications, the Social Media Chair is responsible for IPAC SK social media accounts, works with IPAC National to support the website, develops advertising for IPAC SK events and programs, and developed a new online storage for board items.

The primary focus for 2018-19 was to consolidate IPAC SK's online presence and develop a new website in coordination with IPAC National. These objectives were met.

Key actions for the year included:

- Consolidating IPAC SK's online presence, and removing the ImpACT brand.
- Working with IPAC National to migrate the IPAC SK website from ImpACT to ipac.ca/Saskatchewan.
- Working with the Communications Chair to develop a strategy for Communications and Social Media.
- Creating templates for IPAC SK advertising and event promotion.
- Creating a new online storage system for current and historical IPAC SK documents.

The Social Media Chair works closely with the Programs Co-Chairs and the Awards Chair on event promotion and all communications.

Looking forward, the Social Media Chair will further develop IPAC SK's social media presence with a focus on sharing more information related to public administration and topics of interest to Saskatchewan and Canadian public servants and connecting with IPAC groups across the country. The Social Media Chair will also continue to work with IPAC National to further develop the IPAC SK website as the first destination for information on IPAC SK's events and programming.

Meaghen Boiteau

New Professionals Liaison

The New Professionals Liaison role was relatively inactive in 2018-19. There are a number of groups across the region supporting new professionals, and the Liaison is currently evaluating the role that this position can take.

Key actions for the year included:

- Attending IPAC National New Professional calls.
- Continuing to connect with New Professionals across the Government of Saskatchewan.

Looking forward, the New Professional Liaison will continue to evaluate how to best support New Professionals at all levels of public administration in the region.

Meaghen Boiteau

Communications

The Communications Chair is mainly responsible for the strategic coordination of all communications that will impact IPAC-SK members or prospects.

In addition to the day to day email communication to IPAC Members, and providing responses to stakeholders and the general public, the Communication team has been busy at work this year on the following initiatives:

- **IPAC Saskatchewan Monthly Newsletter**

As part of its effort to improve communication, starting from July 1, 2019, IPAC Saskatchewan will change its communication approach by distributing a monthly newsletter to its members and friends who are on the email subscription list. This newsletter will ensure that the regional membership remain informed on a monthly basis about happenings ranging from the regional group, IPAC National, Public Administration news. etc.

- **Website Redesign Initiative**

IPAC Saskatchewan is happy to announce the complete redesign and revamp of our website. We owe special thanks to Meaghen Boiteau for her tremendous work in following up and coordinating with IPAC National to make this project possible. Also, due to the incredible work of our communication team, IPAC Saskatchewan now has a website that is directly linked to/and can be accessed via the IPAC national website.

- **Event Promotion**

As part of our effort and initiative to promote public policy discourse, the IPAC Saskatchewan communication team provides assistance to the program chairs of the Cannabis Series with promotional awareness via email and social media.

Benjamin Olayele

Awards

Each year, IPAC Saskatchewan recognizes excellence in public service with awards. An awards ceremony was held on September 19, 2018, at Government House, Regina to celebrate this year's recipients. The ceremony and reception were attended by approximately 40 people.

The Lieutenant Governor of Saskatchewan, his Honour the Honourable W. Thomas Molloy, presented the Promising New Professional Award to **Susan Suarez** from the Ministry of Immigration and Career Training, **Tyffany Amy** from the Ministry of Government Relations, and **Benjamin Orr** from the Ministry of Social Services. This award recognizes an individual who demonstrates leadership potential, the ideals and values of public administration in Saskatchewan, and is new to public service.

Additionally, IPAC Saskatchewan presents an annual academic award of \$500 to a student attending the Johnson Shoyama Graduate School of Public Policy who has received the highest mark in a Public Administration class. This year's award recipient was **Duo Xiao** for receiving the highest mark in Public Administration 801, Governance and Administration.

IPAC Saskatchewan recognizes the recipient of the Doug Stevens Public Policy Graduate Student Scholarship at the University of Regina, **Nataliia Karpiak**. This scholarship was established by IPAC Saskatchewan from the generous donation received from the estate of Doug Stevens. The recipient is selected annually by the Johnson Shoyama Graduate School of Public Policy.

The Lieutenant Governor's Gold Medal was not awarded this year as, in the opinion of the awards selection committee, none of the nominations satisfied the criteria for the award.

Finally, IPAC Saskatchewan would like to acknowledge the achievements of two Saskatchewan public servants from the 2018 IPAC National Conference. **Doug Moen**, Executive Director at the Johnson Shoyama Graduate School of Public Policy, was awarded the prestigious IPAC Vanier Medal for his contribution to the Canadian public service, and **Winter Fedyk**, previous Executive Director, Ministry of Social Services, was awarded the IPAC Social Leadership Award, which recognizes a public sector employee who embodies the qualities of a true social leader.

Alison Hamilton

Programs

In 2018-2019, IPAC Saskatchewan hosted several events that drew audiences from a variety of sectors. Below is a summary of the events:

Cannabis Seminar Series: Data and Cannabis Public Policy

October 25, 2018

IPAC Saskatchewan hosted an afternoon session featuring Chief Statistician Anil Arora and Director General of Health, Justice and Special Surveys Branch, Lynn Barr-Telford. The session covered a review of the Government of Canada's online Stats Hub regarding Cannabis. The speakers spoke to the audience regarding current status as well as how to navigate the site to locate particular information they may be interested in. The speakers focused time on cross-Canada approaches, taxation, use, sales, etc. The speakers spoke on how to utilize this information into the statistics formulas also allowed the appropriate policy perspectives to provide good and solid evidence for decision makers. In addition, the event offered the 24 guests who attended in person the opportunity to network with the speakers and one another, which continue to show great value for IPAC members.

Speed Networking Social Event

February 7, 2019

IPAC Saskatchewan hosted its third annual evening of networking for senior level leaders and new professionals alike. The intent of the event was to bridge the knowledge of long serving leaders with new and aspiring career professionals in Saskatchewan. Leaders from provincial and municipal governments as well as long serving leaders from the Johnson Shoyama Graduate School of Public Policy who shared their knowledge and leadership in their respective jurisdictions and experiences. A total of 18 young professionals asked questions within a limited time frame encouraging maximization and increased relationship building. The event was well attended by 15 provincial leaders at our Deputy and senior executive level and well-received with an engaged audience raising questions and comments. Highlights included providing opportunities to several new professionals to invite senior leaders with their input on what made them successful and an optional social evening followed with a focus on networking. Post-event feedback served as valuable information for IPAC Saskatchewan to continue hosting the event annually. In addition, the role IPAC Saskatchewan can serve through offering networking events is of great benefit for its members.

Cannabis Seminar Series: Legalization 100 Days Later

February 28, 2018

IPAC Saskatchewan hosted a breakfast information session for policy professionals to learn about Saskatchewan's approach and outcomes regarding Cannabis 100 days following legalization. The intent of the event was to bring the knowledge of the road to get to legalization from law makers, law enforcement, regulatory bodies and policy

professionals leading within our province on this file. The speakers included Dale Tesarowski, Ministry of Justice and Chair of the Cannabis Legalization Committee, Cynthia Bojkovsky, JSGS PhD Student and Co-Authoer of the JSGS Cannabis Policy Paper, Cameron McKay, Cannabis Analyst with SLGA, Lorri Thacyk, SGI and Chief Marlo Pritchard, Weyburn Policy Chief and President of the Saskatchewan Association for Chiefs of Police. The event was attended by 32 individuals including people from the provincial government, crown sector, post-secondary institutions, and municipal government. The content was well received with an engaged audience raising questions and comments to understand how the province approached legalization in the province of Saskatchewan. In addition, the event offered guests who attended in person the opportunity to network with the speakers and one another, which continue to show great value for IPAC members.

**Cannabis Seminar Series: The Economics of Cannabis
June 20, 2019**

IPAC Saskatchewan hosted an event focused on the economics of Cannabis since legalization took place in the fall of 2018. The intent of the event was to bring together subject matter experts to talk about the outcomes and impact to the economy following legalization. Speakers included: Dr. Jason Childs, Dawson MacKinnon, Nancy Carlson, Cameron McKay, Cory Tyacke, Dale Tesarowski and Allen Kilback. The content was well received with an engaged audience raising questions and comments to understand how the legalization of cannabis has had an economic affect to the province of Saskatchewan. In addition, the event offered guests who attended in person the opportunity to network with the speakers and one another, which continue to show great value for IPAC members.

Tanessa Boutin and Rebecca Gibbons

Nominations Report

The purpose of this Report is to explain the requirements for composition and appointment of Board members for the SK Regional Group and to nominate persons for election/re-election to the Board.

Background

Article 8 of the Bylaws requires a minimum of six and a maximum of fourteen members.

Article 9 of the Bylaws provides for staggered two year terms, with a maximum of three consecutive terms, or six years on the Board.

Article 14 of the Bylaws calls for a representative Board, including representatives of:

- a. Public Service of Canada
- b. Public Service of Saskatchewan
- c. The Administrative Services of Municipal Corporations
- d. Provincial Crown Corporations
- e. The Post-Secondary Sector [Academic]
- f. Students of Public Administration
- g. New Professionals Network

Article 9.1 provides that the Past President may be elected and continue to serve in the position of Past President until a succeeding President is available to succeed as Past President.

Article 9.2 allows the President to make a direct appointment of the student representative for a one-year term.

Article 10 allows the President to fill vacancies that occur during the year.

Article 26 provides that The Nominating Committee shall be constituted by the President on or before April 1 of each year and consist of the President, Past-President and at least one member in good standing. The Past-President will normally chair this committee.

Article 27 provides that The Nominating Committee shall render its report to the Group at the Annual General Meeting. Further nominations may be accepted from the floor.

Article 28 provides that the Group shall forward to the Executive Director, National Office, not later than July 30 of each year the names of its members of the Board of Directors and officers elected in accordance with section 16 of these bylaws.

Appointment of Returning Board Members

As noted above, Board members are elected to terms of two-years and may be re-elected twice, for a maximum of six years. There are two exceptions: the Past President may continue for more than six years until replaced by his or her successor, and the student representative is for a one-year term.

The current Board members were first elected as follows:

2010 (completing last year as Past President): Doris Morrow

2013 (completing second year of third term):

Lee Anne Schienbein*

Alison Hamilton

2014 Katie Geoghegan (voluntarily stepped down)

2016 (completing first year of second term):

Tanessa Boutin

Cammy Colpitts (voluntarily stepping down)

2017 (completing second year of first term):

Cheryl Camillo (voluntarily stepping down)

Rebecca Gibbons (voluntarily stepping down)

Meaghen Boiteau

2018 (completing first year of first term):

Ben Olayele

Katie, Cammy, Cheryl and Rebecca have indicated they will not be continuing for an additional term and the Board sincerely thanks them for their service and contributions to IPAC SK.

Alison Hamilton has completed three terms on the IPAC SK board. We sincerely thank her for all her dedication and contributions to the board during the last 6 years.

Proposed Slate

The proposed slate for the 2019–2020 Board of Directors is as follows. Only those Directors who are new or whose terms expire in 2019 require election to the Board. Once elected/re-elected, their terms will expire in 2021. The Johnson Shoyama Graduate School (JSGS) student, not yet determined, is appointed to a one-year term by the President pursuant to Article 9.2 of the by-laws.

Board Position	Nominee	Sector	Term Expiry
President	Meaghen Boiteau	Provincial	2019
Vice-President, Marketing and Membership	Tanessa Boutin	Provincial	2020
Past-President and National Representative	Lee Anne Schienbein	Crown	*
Secretary	Raquel Pasap	Federal	New
Treasurer	Nana Duah	Provincial	New
Communications Chair	Ben Olayele	Provincial	2020
Programs Co-Chair	Barbara Tomporowski	Provincial	New
Programs Co-Chair	Bernadet Hamill	Provincial	New
Awards Chair	Rikki Bote	Provincial	New
Academic Liaison	Jennifer Ehrmantraut	Academic	New
Director at Large	To be determined	Student	

* Term will expire when current President becomes Past President, pursuant to article 9.1

On behalf of the Nominating Committee
Doris Morrow, Past President

Financial Statements

THE INSTITUTE OF PUBLIC ADMINISTRATION OF CANADA

Saskatchewan Regional Group

FINANCIAL STATEMENTS

For the Year Ending April 30, 2019

STATEMENT OF FINANCIAL POSITION

	As at	April 30		
			2019	2018
ASSETS				
Cash			\$13,446	\$20,632
Accounts Receivable			\$0	\$0
Medals inventory			\$393	\$393
			<hr/>	<hr/>
			\$13,839	\$21,025
			<hr/>	<hr/>
LIABILITIES AND NET ASSETS				
Accounts payable			\$0	\$500
			<hr/>	<hr/>
Net Assets			\$13,839	\$20,525
			<hr/>	<hr/>

(see accompanying notes to the financial statements)

The Institute of Public Administration of Canada
Saskatchewan Regional Group

STATEMENT OF OPERATIONS

	April 30	
	2019	2018
Revenue		
Events	\$625	\$0
IPAC National Grant Revenue	\$0	\$0
Other	\$0	\$0
	\$625	\$0
Expense		
Events	\$3,900	\$4,754
Sponsorships	\$1,000	\$1,000
Memberships/Bursaries	\$750	\$715
Conference Fees/Expenses	\$1,929	\$2,695
Other	\$232	\$205
	\$7,811	\$9,369
Excess of (Expenditures) over Revenue	(\$7,186)	(\$9,369)

The Institute of Public Administration of Canada
Saskatchewan Regional Group

STATEMENT OF CASH FLOWS

For the Year ended April 30

	2019	2018
Cash provided by (used in) operations:		
Excess of revenue over expense/(expenses over revenue)	(\$7,186)	(\$9,369)
Net change in non-cash working capital balances related to operations (Note 6)	(\$0)	(\$476)
Cash provided by (used in) operations	(\$7,186)	(\$9,845)
Cash provided by (used in) investments:		
Net disposal (acquisition) of investments	\$0	\$0
Cash provided by (used in) investments	\$0	\$0
Net (decrease) increase in cash during year	(\$7,186)	(9,845)
Cash, beginning of year	\$20,632	\$30,477
Cash, end of year	\$13,446	\$20,632

(see accompanying notes to the financial statements)

IPAC Saskatchewan Regional Group
NOTES TO THE FINANCIAL STATEMENTS

1. Authority and description of operations

The Institute of Public Administration of Canada Saskatchewan Regional Group (Regional Group) is a non-profit organization fostering a commitment of excellence in public service. It acts as an impartial and representative local forum and as part of a national/international network of practitioners and scholars advancing the interests of public administration.

2. Summary of accounting policies

The Regional Group follows Part III of the Chartered Professional Accountants Handbook – Accounting Standards for Not-for-Profit Organizations. The following accounting policies are considered to be significant:

a) Revenue recognition

Event revenue is recognized when the event takes place. Grant revenue is recognized when received. Other revenue includes interest revenue which is recognized when earned.

b) Contributed services

Volunteers contribute many hours a year to assist the Regional Group in carrying out its service delivery activities. Because of the difficulty of determining its fair value, contributed services are not recognized in the financial statements.

e) Use of estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and revenues and expenses for the period reported. Actual results may differ from those estimates.

Items involving management estimates include the allowance for doubtful accounts which is estimated as amounts owing for longer than 365 days plus or minus specific vendors as assessed by management. Different estimates would affect the amount of Accounts Receivable and Bad Debt expense for the year. Management does not believe that changes in assumptions used would have a material effect on the financial statements.

f) Financial Instruments

The Group initially measures its financial assets and financial liabilities at fair value, adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transactions costs directly attributable to the instrument. Financial assets subsequently measured at amortized cost include cash and accounts receivable. Financial liabilities subsequently measured at amortized cost include accounts payable.

Financial assets subsequently measured at cost are assessed for impairment at each reporting period. When significant adverse changes are determined to exist, being changed in the expected timing or amount of future cash flow, an impairment is recorded as a reduction, either directly or through an allowance account, to the carrying amount of the asset. Previously recognized impairments are reversed to the extent of improvements in value. The amount of the impairment or impairment reversal is recognized in the statements operations and changes in net assets in the period incurred.

3. Financial Instruments

The Regional Group's financial instruments include cash, accounts receivable and accounts payable. There are no significant terms and conditions associated with the financial instruments that may affect the amount, timing and certainty of cash flows. These instruments have no significant credit risk. The receivables and payables are non-interest bearing therefore interest rate risk is minimized. The Group is not impacted by currency rate risk as it transacts solely in Canadian currency. There have been no changes in the Group's risk exposure from the prior year.

Cash is classified as held-for-trading. Accounts receivable are classified as loans and receivables. Accounts payable are classified as other liabilities. The carrying amount of these instruments approximates fair value due to their immediate or short-term maturity.

5. Awards / Memberships / Scholarships

Each year, the Regional Group awards a \$500 bursary to a Johnson-Shoyama Graduate School of Public Policy student for the highest mark in a select class.

In 2008-09, the Regional Group was fortunate to receive \$90,000 from the estate of Dr. Doug Stevens. The Regional Group chose to honour Dr. Stevens' by establishing a scholarship in his name at the Johnson-Shoyama Graduate School of Public Policy. The funds are administered within the University of Regina endowment fund. This is wholly the responsibility of the University and does not contribute to IPAC Saskatchewan's net assets.

6. Related Party Transactions

The Group receives a significant portion of its revenue from IPAC National as disclosed on its statement of operations and changes in net assets. Payments for 2015, 2016, 2017, and 2018 have not yet been released and will be accounted for in future financial statements.

Nana Duah