

**EXECUTIVE MEETING MINUTES**  
**9:00 AM Thursday, June 13, 2013**  
**CFWY Office, Hinton**

**PRESENT:**

Chair	Shawn Berry	YELLOWHEAD COUNTY
Vice-Chair	Lorraine Johnston-MacKay	TOWN OF HINTON
Secretary/Treasurer	Tammy Strang	TOWN OF EDSON

**APOLOGIES:**

IRC Chair	Brenda Zinck	TOWN OF JASPER
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**STAFF PRESENT:**

General Manager	Nancy Robbins
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**CALL TO ORDER:** The meeting was called to order by Chair, Shawn Berry at 9:00 am

**STRANG** Motion to go in camera at 9:01 am

Review of Organizational Structure of CFWY with a focus on current job descriptions and suggestions for future change discussed.

**STRANG** Motion to leave in camera at 9:50 am

The IRC will recommend to the Board of Directors that a Human Resources Committee be struck to review the General Manager's current contract and job description. Recommendations for a new position will be shared with the Board of Directors by the General Manager

**JOHNSTON-MACKAY** Meeting adjourned at 9:56 am



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Chair



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Secretary/Treasurer