

# CFA BOARD

## Special Minutes: 25 June 2016



**Board Meeting No:** 1193

**Time** 9.00am

**Location:** Boardroom, CFA Headquarters, 8 Lakeside Drive, Burwood East

<b>Members Present:</b>	Greg Smith	Chairperson
	Michelle McLean	Deputy Chairperson
	Gillian Sparkes	
	Pam White	
	Simon Weir	
<b>In attendance:</b>	Joe Buffone	Acting Chief Executive Officer (A/CO)
	Nigel McCormick	Chief Financial Officer (CFO)
	Scott Homewood	Manager Budget Estimates & Strategy (M-BES)
<b>Minutes:</b>	Erin Eades	Governance & Corporate Services Coordinator (GCSC)

### 1. BOARD ONLY SESSION

The Chair declared the meeting open at 9.00am.

Preliminary issues to be addressed in the course of each agenda item were then discussed.

### 2. PRELIMINARY MATTERS

The Board was joined by the A/CEO, CFO, M-BES & GCSC.

#### 2.1 Welcome & Introductions

The Chair welcomed everyone and introductions were made.

#### 2.2 Apologies

There were no apologies.

#### 2.3 Disclosure of Interests

The Chair noted that he is a Board Member with Ambulance Victoria.

The Chair requested where any conflicts of interest arise that Directors report these and leave the room as necessary at future Board meetings.

---

The Chair invited the A/CEO to address the Board and provide an update.

The A/CEO welcomed the Board and thanked the Chair for bringing everyone together. He noted that the organisation was going through a challenging time and faced a significantly divided workforce as a result of ongoing issues with the Enterprise Bargaining Agreement (EBA). He informed the Board that a welfare plan had been developed by the Organisational Leadership Team (OLT).

The Chair thanked the A/CEO for his professionalism and support of the new Board.

### **3. DECISION PAPERS**

#### **3.1 2016-17 Budget**

The CFO provided the Board with a high-level overview of the current budget situation. He explained the need for an interim budget to allow the organisation to continue to operate while the Board took time to consider the implications of the budget for 2016-17.

**It was moved by Michelle McLean and seconded by Gillian Sparkes that the Board approve the following as the interim budget for 2016-17:**

- a. the operating budget for 2015-16 approved by the prior Board at the 2015-16 Mid-Year Budget Review including any subsequent Board-approved amendments and any existing salary commitments;
- b. the capital budget for 2016-17 approved by the prior Board at the 2015-16 Mid-Year Budget Review including any subsequent Board-approved amendments;

The Board thanked the CFO for his informative presentation.

The meeting closed at 10.41am.

The next meeting of the Board will be held on a date to be determined.

Minutes of the special Board meeting held on 25 June 2016 were presented to the Authority for its consideration.

Greg Smith  
Chairperson

**CONFIRMED AT AUTHORITY MEETING**

**18 JULY 2016**