

TO THE HONOURABLE THE LEGISLATIVE ASSEMBLY OF MANITOBA

Your Standing Committee on LEGISLATIVE AFFAIRS presents the following as its Fourth Report.

Meetings

Your Committee met on the following occasions in the Legislative Building

- October 6, 2016 (1st Session – 41st Legislature)
- April 3, 2017 (2nd Session – 41st Legislature)

Matters under Consideration

- Recommendation for the appointment of the Children's Advocate

Committee Membership

Committee Membership for the October 6, 2016 meeting:

- Mrs. GUILLEMARD
- Ms. FONTAINE
- Ms. KLASSEN
- Mr. LAGASSÉ (*Vice-Chairperson*)
- Ms. LATHLIN
- Mr. MARTIN
- Mr. MICHALESKI
- Ms. MORLEY-LECOMTE
- Mr. REYES
- Mr. SMITH
- Mr. WIEBE

Your Committee elected Mrs. GUILLEMARD as the Chairperson at the October 6, 2016 meeting.

Committee Membership for the April 3, 2017 meeting:

- Hon. Mr. FIELDING
- Mrs. GUILLEMARD (*Chairperson*)
- Ms. FONTAINE
- Ms. KLASSEN
- Mr. LAGASSÉ (*Vice-Chairperson*)
- Mr. MARTIN
- Ms. MORLEY-LECOMTE
- Mr. SMITH
- Mr. SWAN
- Mr. WIEBE
- Mr. YAKIMOSKI

Motions agreed to at the October 6, 2016 Standing Committee meeting:

- *THAT a sub-committee of the Standing Committee on Legislative Affairs be struck to manage the process of hiring a new Children's Advocate for the Province of Manitoba, under the terms and conditions as follows:*

(a) the subcommittee consist of four Government Members, two Official Opposition Members and one Independent Member;

(b) the subcommittee have the authority to call their own meetings, the ability to meet in camera, and be able to undertake duties it deems necessary in order to fulfil its responsibilities in the hiring process;

(c) the subcommittee may only report back to the Standing Committee on Legislative Affairs with a recommendation that has been agreed to by all members; and

(d) the Committees Branch staff as well as the Legislative Assembly Human Resource Services staff be authorize to attend all meetings of the subcommittee.

Motions agreed to at the April 3, 2017 Standing Committee meeting:

- *THAT the Standing Committee on Legislative Affairs now meet in camera.*
- *THAT the report and recommendations of the Sub-Committee be received. (in camera)*
- *THAT the Standing Committee on Legislative Affairs recommends to the President of Executive Council that Daphne Penrose be appointed as the Children's Advocate. (in camera)*

SUB-COMMITTEE REPORT

At the April 3, 2017 meeting of the Standing Committee on Legislative Affairs, the Sub-Committee presented the following report.

Meetings:

Your Sub-Committee met on the following occasions:

- December 14, 2016 at 10:30 a.m. in Room 255 of the Legislative Building
- December 21, 2016 at 10:00 a.m. in Room 255 of the Legislative Building
- January 19, 2017 at 1:30 p.m. in Room 255 of the Legislative Building
- February 2, 2017 at 9:30 a.m. in Room 255 of the Legislative Building
- February 27, 2017 at 9:30 a.m. in Room 302 – 386 Broadway (Legislative Assembly Human Resources Services Office)
- March 6, 2017 at 6:00 p.m. in Room 255 of the Legislative Building

Matters under Consideration:

- Recruitment and Selection of the Children's Advocate

Sub-Committee Membership:

Sub-Committee Membership for the December 14, 2016 meeting:

- Ms. FONTAINE
- Mrs. GUILLEMARD
- Ms. KLASSEN
- Mr. LAGASSÉ
- Ms. LATHLIN
- Mr. MARTIN
- Mr. SMITH

Your Sub-Committee elected Mrs. GUILLEMARD as the Chairperson and Mr. MARTIN as the Vice-Chairperson during the meeting on December 14, 2016.

Sub-Committee Membership for the December 21, 2016 meeting:

- Ms. FONTAINE
- Mrs. GUILLEMARD (*Chairperson*)
- Ms. KLASSEN
- Mr. LAGASSÉ
- Mr. MARTIN (*Vice-Chairperson*)
- Mr. SMITH

Sub-Committee Membership for the January 19, 2017 meeting:

- Ms. FONTAINE
- Mrs. GUILLEMARD (*Chairperson*)
- Ms. KLASSEN
- Mr. LAGASSÉ
- Ms. LATHLIN
- Mr. MARTIN (*Vice-Chairperson*)
- Mr. SMITH

Sub-Committee Membership for the February 2, 2017 meeting:

- Ms. FONTAINE
- Mrs. GUILLEMARD (*Chairperson*)
- Ms. KLASSEN
- Mr. LAGASSÉ
- Ms. LATHLIN
- Mr. MARTIN (*Vice-Chairperson*)
- Mr. SMITH

Sub-Committee Membership for the February 27, 2017 meeting:

- Mrs. GUILLEMARD (*Chairperson*)
- Ms. KLASSEN
- Mr. LAGASSÉ
- Ms. LATHLIN
- Mr. MARTIN (*Vice-Chairperson*)

Sub-Committee Membership for the March 6, 2017 meeting:

- Mrs. GUILLEMARD (*Chairperson*)
- Ms. KLASSEN
- Mr. LAGASSÉ
- Ms. LATHLIN
- Mr. MARTIN (*Vice-Chairperson*)

Staff present for Sub-Committee meetings:

- Deanna Wilson, Director, Legislative Assembly Human Resource Services
- Monique Grenier, Clerk Assistant/Committee Clerk
- Andrea Signorelli, Clerk Assistant/Committee Clerk

Sub-Committee Agreements:

Your Sub-Committee reached the following agreements during the meeting on December 14, 2016:

- The Sub-Committee reviewed and adopted the following documents prepared by Legislative Assembly Human Resources Services:
 - Advertisement plan
 - Advertisement
- The Sub-Committee adopted the following “Terms of Reference”

***Legislative Assembly of Manitoba
Terms of Reference for Hiring of Independent Officers of the Assembly
December 14, 2016***

Purpose:

On October 6, 2016, the Standing Committee on Legislative Affairs Committee passed a motion to strike a Sub-Committee to manage the process of hiring a new Children’s Advocate for the Province of Manitoba. The Sub-Committee consisting of four Government Members, two Official Opposition Members and one Independent Member has the authority to call its own meetings, the ability to meet in camera, and be able to undertake duties it deems necessary in order to fulfil its responsibilities in the hiring process. The Sub-Committee will be assisted in their duties by the Committees Branch staff and the Legislative Assembly Human Resource Services staff who are authorized to attend all meetings of the Sub-Committee.

Roles and Responsibilities:

1. *The Sub-Committee will devise a hiring process which includes an advertising plan, a paper screening process, an interview process and a selection process that incorporates the use of reference checks.*
2. *The hiring process will include these provisions:*
 - a) *All applications will remain with Legislative Assembly Human Resource Services.*
 - b) *The Sub-Committee will conduct all interviews.*
 - c) *Legislative Assembly Human Resource Services will conduct reference checks.*

3. *The Sub-Committee will draft an advertisement, paper screening criteria and selection criteria.*
4. *The Sub-Committee must complete the hiring process within six months of the vacancy or expected vacancy of the position as set out in clause 8.1(2)(b) of **The Child and Family Services Act**.*
5. *The Sub-Committee will provide a Report to the Standing Committee on Legislative Affairs that includes a recommendation for a new Children's Advocate for the Province of Manitoba to the President of the Executive Council.*

Your Sub-Committee reached the following agreement during the meeting on December 21, 2016:

- The Sub-Committee reviewed and adopted the following revised documents prepared by Legislative Assembly Human Resources Services:
 - Advertisement plan
 - Advertisement

Your Sub-Committee reached the following agreement during the meeting on January 19, 2017:

- The Sub-Committee reviewed and adopted the following documents prepared by Legislative Assembly Human Resources Services:
 - Paper Screening Criteria
 - Selection Criteria
 - Interview questions

Your Sub-Committee reached the following agreement during the meeting on February 2, 2017:

- To interview three candidates for the position of Children's Advocate.

Your Sub-Committee reached the following agreement during the meeting on March 6, 2017:

- It was agreed to recommend to the Standing Committee on Legislative Affairs that Daphne Penrose be appointed as the Children's Advocate.

Sub-Committee Activities:

Your Sub-Committee considered applications for the position of the Children's Advocate as follows:

- Fifty-three applications were received for the position.
- Three individuals were interviewed for the position on February 27, 2017 and March 6, 2017.

Submitted by,

Sarah GUILLEMARD, Chairperson
April 3, 2017