

October 14, 2016

Distributed via email

Hello CCA Presidents and Directors,

**Re: CCA JOA - Updated JOA Consultation Communication**

On behalf of the Board of Commissioners and Staff, I am writing to provide you with details and clarification on the remaining JOA Consultation Process and timeline.

Staff and Park Board Commissioners have carefully considered the process and timeline feedback we heard in our October 5<sup>th</sup> meeting. We understand your request for more time in the process is important, and wish to be responsive to that feedback, while balancing it with bringing this process to a close. We are all ready to get on with the business of providing the best possible recreation services to the public together.

Firstly, the consultation model that Park Board Commissioners voted to support in April 2016 has proven to be the most productive approach. Commissioners remain committed to this model, and will not be making changes to the process.

Secondly, the request for more time to meet and discuss the JOA with your Boards has been heard. As a result staff are adding additional time into the feedback collection period, as well extending the signing period for accepting the new JOA.

Third, we understand that additional clarity is needed on the remaining steps of the process. These are outlined below.

**1. Online Feedback Survey**

The survey mechanism will remain open until **October 31, 2016** for you to provide written feedback on JOA Draft 2. The survey is being kept open for an additional five (5) weeks beyond the original closing date of September 25 and is available at [this link](http://www.surveygizmo.com/s3/3023771/VPB-JOA-Draft-2-Consultation-Input) or the following URL: <http://www.surveygizmo.com/s3/3023771/VPB-JOA-Draft-2-Consultation-Input>.

Please note that as CCA's have indicated the need now is time spent with your Boards, we will not be adding any additional in-person feedback meetings. It is important that all directors and each CCA provide your feedback through the survey in writing. This will enable the feedback to be consolidated and considered by staff once the feedback period has closed for Draft 2.

## **2. Feedback Consolidation & Review**

After the survey is closed, your feedback will be consolidated in a report by our facilitator, Raymond Penner and provided to the Park Board staff for due consideration.

As was the process with JOA Draft 1 staff will carefully and thoughtfully consider what feedback can be incorporated into the final draft JOA. A significant amount of changes were included in the first Draft JOA handouts which formed the basis for the Draft 2 JOA as a result of your feedback. We aim to do the same with this final round of input. Staff will document what feedback was used or not and why, and you will be able to see what changes were made to the new JOA as a result of your input.

## **3. Circulation of Final JOA**

Once the final draft of the JOA is complete, it will be circulated to all CCAs and board directors, and will also be made available to members of the public on the Park Board website on **November 30**.

## **4. Public Review of New JOA**

The final recommended JOA agreement will be presented by staff to Park Board Commissioners at a Special Public Meeting **mid-December** for their review and approval.

Any members of the public, including our CCA partners, are able to address the Park Board Commissioners to provide their opinion or feedback for Park Board Commissioners to consider.

In preparation for this meeting, it is important that all CCA Boards are conversant with the content of the agreement. This is the opportunity to share any final comments or concern.

## 5. CCA Consideration & Signoff of New JOA

If the JOA is approved by the Park Board Commissioners at the Special Public Meeting, it will be sent to CCAs for consideration and signature. Any conditions imposed by the Board on the approval of the JOA will be incorporated into the final JOA document before it is sent to the CCAs. In response to your feedback, the signing deadline will be extended to **February 15, 2017** to provide an additional two months for each CCA to review and sign the agreement.

Now this detail on the remaining process steps and adjusted timeline have been provided, please be aware that Park Board Commissioners will be stepping back from the process. This is so that Commissioners can review the final JOA without influence in the Public Meeting, and ensure their fiduciary obligations and responsibilities are met.

Staff will be available to support any questions, provide clarifications or receive concerns on JOA content you may have.

On behalf of the Board of Commissioners, we want to extend our sincere appreciation for your time, participation and feedback throughout this year, and throughout this important process to reach a new Joint Operating Agreement.

Sincerely,



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Chair - Vancouver Board of Parks and Recreation  
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/clc

Copy to: PB Commissioners  
PB Senior Management Team  
Raymond Penner - Facilitator