

Vital Statistics Agency Advisory Board

Board Members

Acting Director and COO (Ex Officio Member)

Alena Lukes +

Chair (ADM of Consumer Protection Division)

Gail Anderson +

Members

Pam Lorentz (Employee Rep) +

Lesley Russell, Winnipeg (Federal Civil Servant, Passport Canada) ⁽¹⁾

Debbie Besant (MB Families) +

Michael Wisener (MB Bureau of Statistics) +

Trina Larsen, Winnipeg (Women's Health Clinic) ⁽¹⁾

+ Civil Servant appointment

⁽¹⁾ External Appointment

Mandate:

The Vital Statistics Agency is a Special Operating Agency under *The Special Operating Agencies Financing Authority Act*. The Agency operates under a charter established by the Lieutenant Governor in Council under that Act. The Advisory Board's role under that charter is to provide advice on the Vital Statistics Agency's strategic operations and on changes to its mandate, structure, business practices and finances.

Authority:

[*The Special Operating Agencies Financing Authority Act*](#)

Responsibilities:

The Advisory Board reviews and comments on the Agency's proposed business plan, quarterly and annual reports and charter amendments.

Membership:

Seven members appointed by Ministerial letter. The Advisory board is chaired by the Assistant Deputy Minister. The Agency's Chief Operating Officer is an *ex-officio* member of the Advisory Board. Other Advisory Board members include:

- Two customer representatives;
- One Vital Statistics Agency staff representative; and
- Two representatives external to government

The composition of the Advisory Board may change over time as circumstances warrant.

Length of Terms:

There is no set term of appointment. Members serve until they resign or are replaced.

Desirable Expertise:

Knowledge of the Vital Statistics Agency's mission, goals, operating principles, products, services and markets, as well as familiarity with the information and statistical reporting sectors and knowledge of pertinent business practices.

Time commitment:

The Advisory Board meets at least quarterly at the call of the chair, for approximately one to two hours on each occasion.

Meetings:

Frequency: Quarterly, at the call of the chair.

Location: Meetings are held in Winnipeg.

Duration: Approximately one to two hours.

Remuneration:

Members are not remunerated for participation on the board. Members are reimbursed for out-of-pocket expenses in accordance with the GMA.