



**SENIOR LIBERALS COMMISSION**

**BC Section**

**POLICY PROCEDURES 2017-2018**

ver 2017-0524

**“TOWARDS THE HALIFAX BIENNIAL POLICY CONFERENCE”**

Recommended by the SLCBC Policy Committee May 9, 2017  
Approved by the SLC BC Board May 11, 2017

For further information regarding the SLC BC Policy Process, please contact:

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**Policy development is about the future of liberalism in Canada**



# SLC BC Section Policy Procedures

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## 1. PURPOSE:

This document describes the procedures, including schedules and criteria, for SLCBC members to follow in developing policy resolutions toward consideration at the Policy Biennial in Halifax NS April 19-21, 2018

## 2. KEY DATES

June 23, 2017	Working groups advise SLCBC and LPCBC Policy Committees regarding policy resolutions being considered for development
July 28, 2017	Working groups submit resolutions to SLCBC Policy Committee
Aug 1 through Aug 14	On-line debate of accepted resolutions
Aug 21 through Aug 25	On-line voting to determine priority resolutions
Aug 31, 2017	Deadline to submit 3 priority resolutions to SLC Policy Committee
Sept 1, 2017	Deadline to submit policy resolutions to LPC BC Policy Process

Further details can be found in Figure 1

## 3. CRITERIA TO BE MET

### Policy Resolutions

To be eligible for consideration within the LPC Policy Process, policy resolutions must meet the following criteria as described in the LPC Policy Development Guidelines Clause 4:

- respect Canada's Constitution and Charter of Rights and Freedoms.
- be within federal jurisdiction and focused on a public policy purpose.
- express a judgement that LPC should take a position or press for action on an issue.
- be factual and reflect consultation with recognised experts.
- be the result of a democratic process that includes meaningful grassroots engagement with Registered Liberals.
- be submitted to the LPC National Policy Committee before November 27, 2017.
- not replicate 2015 election platform commitments or priority resolutions from 2014 or 2016 National Conventions.



# SLCBC Policy Procedures Figure 1

## SLCBC POLICY SCHEDULE and CRITICAL DATES 2017

Date	Task	Completed
15-Apr-17	Email sent advising link to national questionnaire Part 1	10-Apr-17
30-Apr-17	Questionnaire closes	18-Apr-17
<b>1-May-17</b>	<b>Sections lead development of policy resolutions within the framework of SLC Policy Manual</b>	
Early June 17	Part 2 Questionnaire posted	
Mid June 17	Ranking of issues closes	
Mid June 17	Sections advised of priority issues	
23-Jun-17	Working groups advise LPCBC Policy Committee and SLCBC Policy Committee regarding selected issues	
<b>28-Jul-17</b>	<b>Working groups submit resolutions to SLCBC Policy Committee</b>	
1-Aug-17	SLC Policy Committee post all resolutions for deliberation, debate and collaboration	
14-Aug-17	On-line debate closes	
18-Aug-17	Authors complete amendments, submit revisions to SLC Policy Committee	
21-Aug-17	Final resolutions posted for on-line voting	
25-Aug-17	On-line voting ends	
<b>31-Aug-17</b>	<b>Deadline to submit 3 priority resolutions to SLC Policy Committee</b>	



Policy Resolutions must meet the specific requirements detailed in Appendix A and follow the form shown in Appendix B.

## SLC Policy Process

In addition, the SLC Policy Process requires that policy resolutions submitted for consideration:

- meet all of the above criteria of the LPC Policy Process.
- be aligned with the SLC national priority issues determined by senior Registered Liberals through their responses to an SLC policy questionnaire.
- are developed by a working group of senior Registered Liberals .
- provide evidence of meaningful engagement with at least one EDA.
- are supported by a background paper providing insight into the issue being addressed.
- be prioritized through a process open to senior Registered Liberals, first within their SLC Section and then nationally.

Further detail of the SLC Policy Process can be found in the SLC Policy Manual 2017-18 located at <http://slc-cal.liberal.ca/>

## Cover Sheet

Each policy resolution submitted for consideration to the SLC Policy Committee should be accompanied by a cover sheet providing the following information:

- A list of the EDAs and other SLC Sections or Commissions who participated in the formulation of the background paper and the policy resolution.
- A list of the members of the working group who participated in the development of the background paper and the policy resolution.
- A link to access a copy of the background paper.
- The lead author of the paper, who will also be responsible for monitoring the online debate associated with the resolution and determining what, if any, amendments are appropriate, prior to the prioritization vote.

## 4. SLCBC PROCEDURES including ENGAGEMENT WITH EDAs

**Meaningful engagement** with the EDAs is a requirement of the LPC Policy Process and is critical to the success of this SLCBC Policy Procedure. Effective development of policy resolutions by the SLC requires establishing and implementing procedures to **ensure that the SLC BC and EDA Policy Processes and Procedures complement one another.**



Our guiding principles in relation to engagement include:

- We accept that many EDAs are protective of their role in developing policy within the LPC.
- The SLC has a national mandate to engage with and represent senior Registered Liberals' interests within the LPC. The SLC Policy Process is one of the primary vehicles for the SLC to accomplish this mandate.
- It is crucial that the SLC not be perceived by any EDA to be in conflict or competition with it.

The key steps within the SLC Policy Process, including those impacting the SLCBC procedures are shown in Figure 2 extracted from the SLC Policy Manual 2017-18.

The main steps in the SLCBC policy procedure are listed in the Policy Procedures Checklist at the end of this document. The completed checklist is to be submitted with the specific policy resolutions long with other supporting materials. The SLC Riding Rep is the primary interface between the SLCBC Policy Committee and the EDA Policy Committee.

Further details regarding the SLCBC Policy Procedures follow:

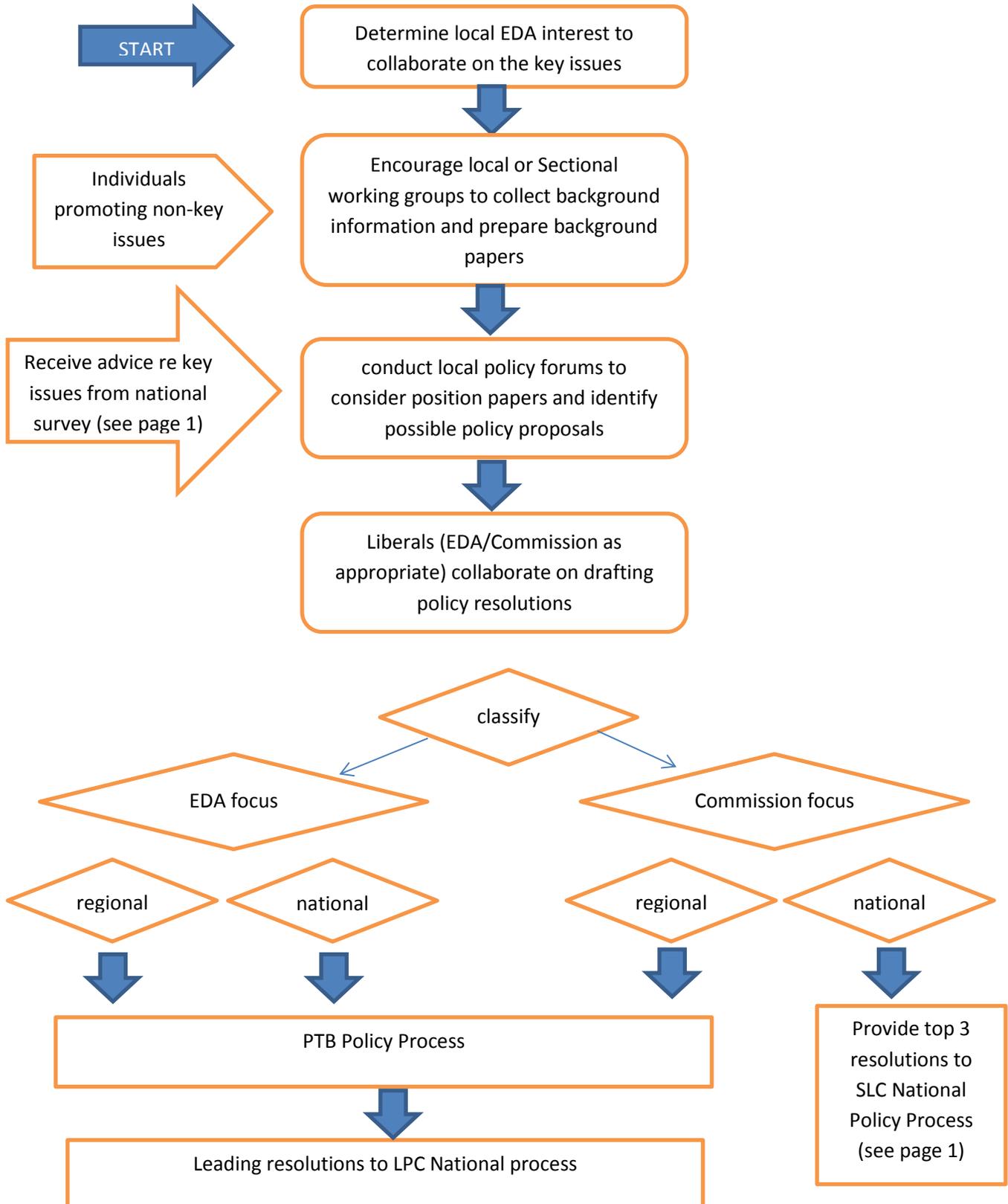
- 1) At the same time as the EDAs are identifying key issues in accordance with the LPCBC Policy Guidelines, the **SLC Policy Committee will be identifying the priority issues of concern to senior Registered Liberals throughout Canada** through a questionnaire distributed to all senior Registered Liberals by the LPC National office. The SLC Policy Committee will advise SLCBC as to the nature of these issues as soon as they are determined, currently expected by mid June, 2017.
- 2) **The SLC BC Policy Committee will offer to collaborate with the EDA Policy Committees to establish the mechanisms for engaging senior Registered Liberals within the riding to identify their significant issues and concerns.** One recommended approach toward achieving meaningful engagement includes:
  - a. The SLC BC Section, through the SLC Riding Reps or Seniors' Clubs, will participate in the EDA process to identify issues that are of importance to senior Registered Liberals within the EDA.
  - b. SLCBC will determine, through discussion with the EDA Policy Committee, those issues for which they are interested to have SLCBC representatives, working with the senior Registered Liberals, play a supporting role in developing specific policy resolutions.



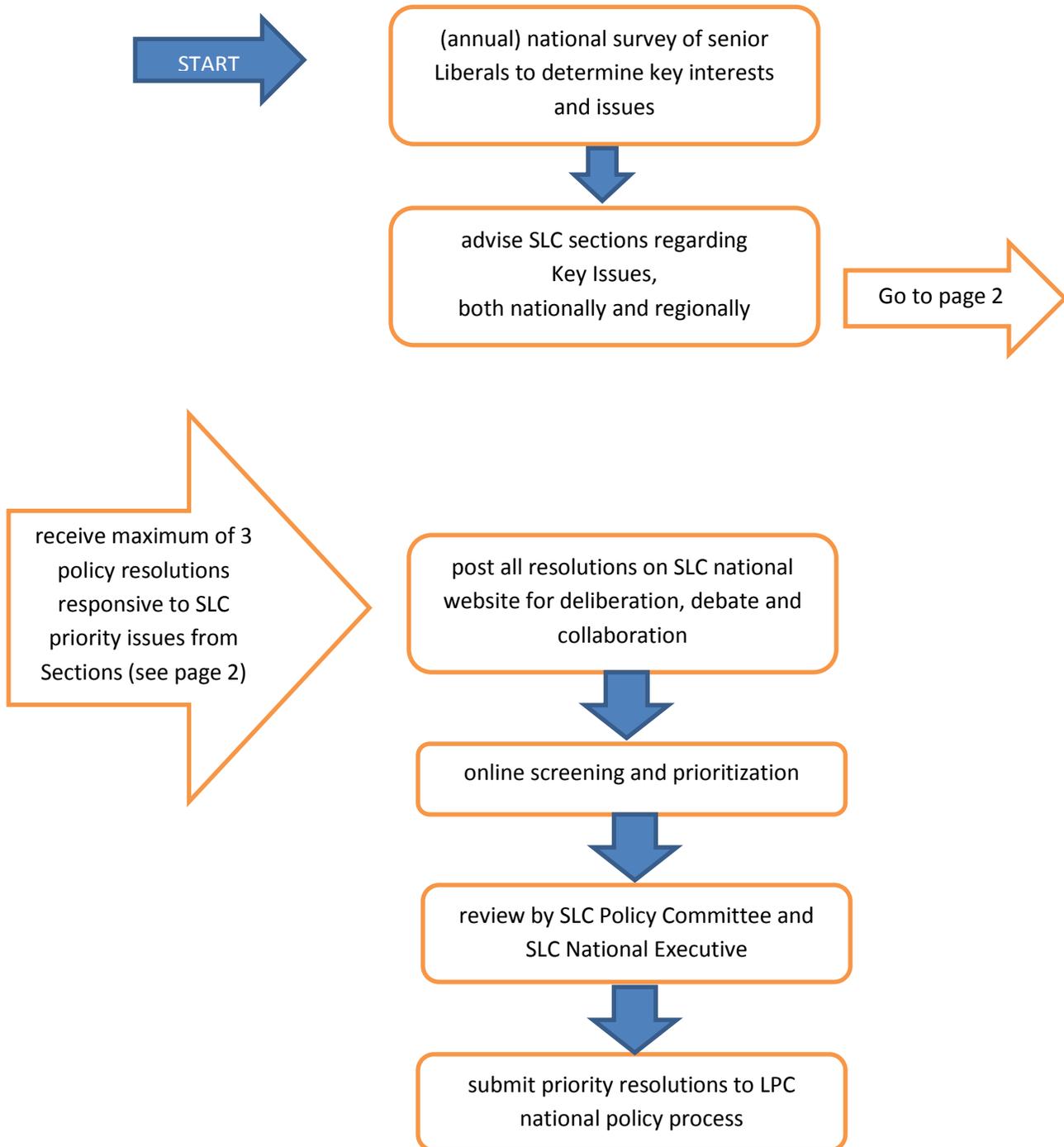
# SLC Policy Process 2017-18

## Figure 2

### FRAMEWORK FOR SLC SECTIONAL POLICY DEVELOPMENT



### FRAMEWORK FOR SLC NATIONAL POLICY DEVELOPMENT





- 3) **For those issues where there is agreement to co-operate, working groups will be established, typically comprising six to eight senior Registered Liberals, to develop background papers and policy resolutions responsive to agreed issues and concerns.**
  - a. The intent of the background papers is to provide an understanding of each issue so as to encourage developing high quality policy resolutions for subsequent debate and prioritization.
  - b. The SLCBC Policy Committee encourages each working group to develop Terms of Reference to guide its activities. A template for such Terms of Reference can be found in Appendix C. An example of a background paper is provided in Appendix D.
  - c. In the event that several ridings have engaged with the SLCBC to develop similar issues, the SLCBC Policy Committee will encourage the various groups to work together toward a single response.
  
- 4) **For those issues that the EDA and the SLCBC Section have agreed to co-operate, discussion will take place to determine which policy resolutions will be submitted for consideration within the SLC Policy Process and which will be submitted for consideration within the LPC BC Policy Process.**
  - a. In this deliberation, the EDA and SLCBC Section will seek the advice of the working group that is developing the background paper and policy resolutions
  - b. It is not required that the EDA submit policy resolutions through the SLC Policy Process, but it is noted that the SLC process will provide national exposure and potential Canada-wide support for such resolutions.
  - c. Policy resolutions to be submitted for consideration within the LPCBC Policy Process can be submitted either by the EDA or SLCBC on the advice of the working group.
  - d. All policy resolutions to be submitted through the SLCBC, whether through the SLC policy process or the LPCBC process must be acknowledged by the appropriate EDA Board and approved by the SLC BC Board on the recommendation of the SLCBC Policy Committee.
  - e. Policy resolutions submitted for consideration within the SLC Process must be responsive to the SLC national priority issues and meet the other criteria required of the SLC Policy Process.
  - f. Policy resolutions resulting from the joint efforts of the EDA and SLCBC that address issues outside of the scope of the SLC national priorities can be submitted for consideration within the LPCBC process, provided they meet the criteria of that process.



## SLC BC Section Policy Procedures

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- 5) **Policy resolutions resulting from SLCBC working groups and that are submitted for consideration within the SLC Policy Process will be reviewed by the SLCBC Policy Committee to confirm that they meet the criteria associated with submission of policy resolutions to the SLC Policy Process.**
  - a. Those not meeting the criteria will be returned to the attention of the EDA policy working group for reconsideration.
  
- 6) **Those policy resolutions that meet the SLC Policy Process criteria will be posted on-line for deliberation, debate and ultimately prioritization.**
  - a. This deliberation and debate can take place on-line or through local or regional policy workshops, or other means that provide an opportunity for broad engagement by senior Registered Liberals. Organisers of policy workshops or other face to face meetings should consult Appendix E to help match the meeting to its purpose.
  - b. The SLC is arranging for a secure, password-protected forum to facilitate exchange of information among senior Registered Liberals on each such resolution. Senior Registered Liberals who wish to participate in the debate will have to register for the forum.
  - c. The authors of the policy resolution are expected to follow such deliberation and will be given a short period to amend their resolution to reflect such deliberation prior to the online prioritization vote.
  
- 7) **The SLCBC Section is permitted to submit up to three resolutions for consideration within the SLC Policy Process. The three resolutions will be determined by senior Registered Liberals throughout BC through an on-line vote arranged by the SLCBC Policy Committee.**
  - a. Online voting will begin on or about August 20, 2017 using appropriate survey software.
  
- 8) **The SLCBC Policy Committee will forward the three policy resolutions receiving the highest number of votes to the SLCBC Board for review and approval to submit them no later than August 31 for consideration within the SLC Policy Process.**
  - a. The resolutions forwarded by SLCBC for national consideration within the SLC will be reviewed for consistency with the SLC Policy Process criteria. Those that meet these criteria will be posted, along with those resolutions received from other SLC Sections, for online debate and deliberation. Authors of the resolutions will be given a short period to consider further amendments.
  - b. Following this national debate and any amendments, the priority resolutions to be submitted for consideration within the LPC Policy Process will be determined using an online voting process, similar to that used previously within SLCBC.



- c. The six resolutions receiving the highest number of votes will be forwarded to the LPC National Policy Committee.

## 5. SLCBC POLICY PROCESS PRINCIPLES

- i. The focus of the SLC Policy Process lies with the SLC Sections within the principles, criteria and rules established by the SLC Policy Committee and accepted by the SLC National Executive.
- ii. Senior Registered Liberals are at the centre of the SLC Policy Process. SLCBC is expected to support the EDA policy processes and engage with these senior Registered Liberals through that process with the objective of determining the issues and interests of senior Registered Liberals.
- iii. SLCBC will pursue development of policy resolutions only to the extent that we have at least one EDA co-operating with us;
- iv. SLCBC, in collaboration with its EDA partners, can submit up to three policy resolutions responsive to SLC national priority issues and consistent with LPC and SLC criteria as noted in the SLC Policy Manual.
- v. Alternatively, the SLCBC can submit policy resolutions with its EDA partners reflecting issues as determined by senior Registered Liberals for consideration within the LPCBC policy process provided they meet the criteria of that LPCBC process.
- vi. It will be up to the members of the working group and the EDA to determine whether they wish to submit their policy resolutions for consideration within the SLC policy process or the LPCBC process;
- vii. The EDA Board must acknowledge all policy resolutions submitted for consideration by the SLCBC Policy Committee, whether intended for the SLCBC Policy Process or the LPCBC Policy Process;
- viii. Policy resolutions submitted for consideration within the SLC Policy Process or LPCBC Policy Process the will be expected to meet the specific criteria of that respective process.
- ix. Each policy resolution put forward by SLCBC must be recommended by the SLCBC Policy Committee and approved by the SLCBC Board.



# SLC BC Policy Procedures 2017-18 Checklist

POLICY ISSUE: \_\_\_\_\_

Completed by SLC Riding Rep: \_\_\_\_\_

TASK	Date Completed
EDA identifies key issues (per LPCBC Policy Guidelines)	
SLC advises National Priority Issues	
EDA Policy Committee and SLC Riding Rep identify common interests and create joint working group (including SLC Riding Rep)	
Working group undertakes research and prepares background paper	
Working group drafts one or more policy resolutions	
EDA Policy Committee arranges review of policy resolutions as per LPCBC Policy Guidelines	
Working group completes necessary amendments	
EDA Policy Committee accepts policy resolution and recommends acceptance by EDA Board	
EDA Board approves policy resolution and determines whether to submit to SLCBC Policy Process or LPCBC Policy Process	
SLC BC Policy Committee reviews policy resolution against criteria and arranges for province wide deliberation and debate	
Working group considers appropriate amendments	
SLCBC Policy Committee arranges for on-line ranking of policy resolutions	
SLCBC Policy Committee recommends top ranked resolutions to SLCBC Board	
SLCBC Board approves policy resolution for submission to SLC Policy Process or to LPCBC Policy Process	
<b>National Prioritisation</b>	
SLC Policy Committee reviews policy resolution against criteria and arranges for national online comment and debate	
EDA working group considers appropriate amendments	
SLC Policy Committee arranges for national online vote to determine priority resolutions	
SLC Policy Committee prepares recommendations to SLC National Executive	
SLC National Executive approves submission of priority resolutions to LPC National Policy Committee	



# SLCBC Policy Guidelines 2017-18

## Appendix A

### POLICY RESOLUTIONS - REQUIREMENTS

Policy resolutions must be no more than 275 words and divided into 4 sections as follows:

SECTION	DESCRIPTION
Title	Should be concise and readily convey the subject of the resolution
Preamble	The situation that gives rise to the policy idea and why it is important; statements based on objectively verifiable facts that start with “WHEREAS”; identify third parties consulted in preparation of the policy proposal.
Direction	Identify actions that sponsor wants the LPC to take in a statement or series of statements beginning with “BE IT RESOLVED”
Sponsor	Sponsor(s) name and contact link

A sample policy resolution is provided as Appendix A.

Each SLC Section may submit a maximum of three priority policy resolutions for consideration within the SLC Policy Process. The SLC Policy Committee will organize an online debate and prioritization of all policy resolutions received from the Sections with the objective of prioritizing the six policy resolutions that the SLC is able to submit for consideration by the LPC National Platform Committee (when it is established) and from within which the top three priority resolutions that will be considered by LPC National Policy Committee.

Each policy resolution submitted for consideration to the SLC Policy Committee should be accompanied by the cover sheet providing the following information:

- A list of the EDAs and other SLC Sections or Commissions who participated in the formulation of the background paper and the policy resolution.
- A list of the members of the working group who participated in the development of the background paper and the policy resolution.
- A link to access a copy of the background paper.
- The lead author of the paper, who will also be responsible for monitoring the online debate associated with the resolution and determining what, if any amendments are appropriate, prior to the prioritization vote.



# SLCBC Policy Guidelines 2017-18

## Appendix B

### TEMPLATE: Policy Resolutions

The following is a Template to assist Registered Liberals in meeting the quality requirements expected of each Policy Resolution submitted by a PTB or Commission for consideration at the LPC 2018 Policy Biennial.

#### **NATIONAL WATER SECURITY STRATEGY**

**WHEREAS** water is a fundamental requirement for life, liberty and the security of the individual;

**WHEREAS** numerous Canadian communities have, or continue to have water shortages and water quality challenges;

**WHEREAS** water security faces increasing risk due to climate change;

**WHEREAS** commercial water rights and permits are being sold for much less than fair value to Canadians;

**WHEREAS** the sponsors of this resolution consulted researchers at the University of Saskatchewan and a wide variety of agriculture and environmental stakeholders across Canada in the preparation of this resolution;

**BE IT RESOLVED** that the Liberal Party of Canada urge the Government of Canada to update and implement the 1987 Federal Canada Water Policy, with additional attention to:

- establishing priorities for the use of water and regulations for the sale of water;
- mapping, developing and protecting the inventory of Canadian water resources; and
- regulating industrial and commercial waste water emissions to the highest standards.

**BE IT FURTHER RESOLVED** that the Liberal Party of Canada urge the Government of Canada to consult with all the provinces, territories, First Nations, Metis, Inuit, the Federation of Canadian Municipalities and all other relevant stakeholders to develop a comprehensive national water policy.

*Liberal Party of Canada  
(Saskatchewan)*

**Contact:** *INSERT LPCS email and/or phone*

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# SLCBC Policy Guidelines 2017-18

## Appendix C

### **TERMS OF REFERENCE FOR POLICY WORKING GROUPS (A TEMPLATE)**

Each Policy Working Group should develop a Terms of Reference reflecting the following elements:

#### **What is the public policy issue to be addressed?**

[Provide a short, concise description of the issue and its relationship to the federal government's jurisdiction or area of influence]

#### **What is the goal of the working committee – how will its success be measured?**

[What is the working group expecting to do and what is its expected outcome – research related to the issues leading to a report, a set of recommendations, a policy resolution?]  
[Equally important is to clearly state what will not be considered or included]

#### **Membership and Chair**

A list of members and the chair, with a brief note of their interest or qualifications  
[Desirable that the membership include a majority who are not members of an SLC Executive]

#### **What are the tasks to be addressed by a working group?**

To prepare a background paper to inform the development of one or more high-quality policy resolutions. Key elements of the tasks should include, at a minimum, research leading to:

- An identification of relevant legislation/programs and their limitations and role of the federal government.
- An understanding of the challenges – pros and cons associated with the issue.
- An assessment of how to apply Liberal values to potential solutions.
- Identifying and describing the options for action.
- A report, addressing the requirements listed in Section 9 of the SLC Policy Manual, and including analysis and recommendations.
- One or more policy resolutions meeting the criteria set out in Sections 4 and 5 of the SLC Policy Manual.

#### **Key Target Dates**

#### **Operating Principles for the Working Group**

[Address matter of quorum, decision making, and related governance matters]

An example of a completed background document is included for reference in Appendix B



# SLCBC Policy Guidelines 2017-18

## Appendix D

Prepared by Judy Berg 2017-0223

### **A POLICY WORKING GROUP BACKGROUND PAPER EXAMPLE FROM LIVE-IN CAREGIVER PROGRAM**

#### **WHAT IS THE PUBLIC POLICY ISSUE, INCLUDING KEY CONCERNS, TO BE ADDRESSED?**

Changes made by the Conservative government in 2014, renamed the Live-In Caregiver Program (LICP), In-Home Caregiver; shifted emphasis to 'live-out'; and repositioned it within a revised TFWP. This increased the administrative complexity for sourcing caregivers from offshore, significantly increased costs, and virtually eliminated the possibility of application approvals for live-in arrangements. Additionally, processing times were significantly slowed and the cap that was placed on the number of PR applications to be processed annually created hardship for caregivers already in Canada. Changing demographics of an aging population suggest that these policies will further hinder elder at-home care options.

The Senior Liberals' Commission in BC (SLCBC) became aware in early 2016 of the shortcomings of the 2014 LCG policy changes. The SLCBC created a policy working group to better understand the issues within the In-Home Caregiver program from the client perspective and to develop specific recommendations for consideration by the federal government

#### **WHAT IS THE GOAL OF THE WORKING COMMITTEE – HOW WILL SUCCESS BE MEASURED?**

A review of the legislative changes made to the LICP; awareness of the implications of the changes for the client (childcare, disabled, elder care); implications of the policy changes on the Caregiver; examination of the policy changes in the light of Liberal values; consideration of the impact of workforce requirements of the future based on changing demographics.

Prepare a resolution supported by this evidence in the form of a report to accompany the resolution, submitted to the SLC for consideration at the biennial Policy Resolution convention.

#### **MEMBERSHIP**

*Judy Berg, Chair:*

SLCBC rep Kelowna-Lake Country EDA; (ret'd) - Regional Director, Public Affairs, Human Resources Development Canada (HRDC) (also Employment and Immigration Canada), Alberta/NWT Region; Regional Director, Public Affairs, Western Economic Development, BC/Alberta Region; Regional Director, Labour Market Operations, HRDC, Alberta/NWT Region.

*Elaine Olson:*

SLCBC rep Abbotsford EDA; President, Worldwide Nannies for 33 years

*Jean Lewandowski:*

SLCBC rep Vancouver Quadra EDA; (ret'd) Information Technology; executive SLCBC; Rep: Women Liberals Commission of BC; website management SLCBC.

**Third Party Advisors:**

*Manuela Gruber Hersch;* Director of the Association of Caregivers and Nanny Agencies Canada (ACNA) and General Manager, International Nannies and HomeCare Ltd.

*Marilyn Bachmann;* 4 year former client of the Live-In Care Giver program; and unapproved applicant post-2014 on 3 submissions

*Luke Lewandowski;* SLCBC Director at Large, SLC Webmaster; and former IT consultant

Ex-officio Working Group Member:

*Doug McDonald;* Policy Chair BCSLC; Policy Chair NSLC

**KEY TASKS**

a. **Current legislation and its limitations**

The restructured program is failing to provide timely solutions for those needing live-in caregivers. The 2014 policy changes increased processing times from weeks to months – a delay that poses an impediment for seniors whose personal care needs can develop quickly with the result that individuals who could be cared for at home are often admitted to hospitals where, on average, 15% of acute care hospital beds are occupied by seniors awaiting access to alternative care facilities. This unnecessary occupancy of acute care beds is costing 2.3B annually,

According to data from Employment and Social Development Canada's Foreign Worker System, the number of new Labour Market Information Assessment (LMIA) applications received for registered nurses, licensed practical nurses (LPN), nurses-aids, homemakers, housekeepers, babysitters, nannies, etc declined from 2,887 during Q4/2014 to 2,578 during Q4/2015 and 2,570 during Q2/2016. The number of LMIA applications processed declined from 3,715 during Q4/2014 to 2,316 during Q4/2015 and 2,039 during Q2/2016. Successful applications declined 45% from 3,421 during Q4/2014 to 1,957 during Q4/2015 and 1,699 during Q2/2016. The number of rejected applications increased from 7.5% during Q4/2014 to 16% during Q4/2015 and 17% during Q2/2016. Not only are fewer applications being processed, but more are being rejected, at significant cost to clients.

• **Challenges – pros and cons associated with the issues**

There is significant cost savings when the number of seniors occupying acute care beds, awaiting placement in other institutions, is reduced. The personal and societal benefits are immeasurable when dignity and control are honoured by keeping the client in familiar environs surrounded by family and life-long memories. Medical observation points to a minimization of client decompensation when receiving at-home care versus institutional care. Both client and caregiver

benefit from this relationship; the client receives care from a trusted, familiar carer, while the live-in caregiver benefits by having a support system to integrate into a new society and culture. A significant benefit to government of an effective in-home care program is to reduce the demand for acute care hospital beds.

- **How to apply Liberal values**

Our live-in caregiver recommendations are based on values that withstand the cultural test of respect for elders and the disabled, which is, unfortunately, inherently deficient in an institutional “nursing care” model. We address the need for support options in a society where families can often be separated by thousands of miles and or even countries apart. Offshore live-in caregivers allow for the dignity, control and quality of life that is the cornerstone of Aging-in-Place; surrounded by familiar friends, family and life-long memories.

The 2015 Liberal platform recognises the value of an effective In-Home Caregiver program:

**A New Health Accord (page 12):** “As an immediate commitment, we will invest \$3 billion over the next 4 years, to deliver more and better home care services for all Canadians. **This includes more access to high quality in-home care givers**, financial supports for family care, and, when necessary, palliative care.”

**Quality of Service (page 48):** “Busy Canadians deserve better service from their government. We will establish new performance standards, including streamlining applications, reducing wait times, and offering money-back guarantees.”

**Hiring Caregivers (page 63):** “We will make it easier and more affordable for families to hire caregivers. Canadian families looking for caregivers to help family members with physical or mental disabilities must pay a \$1000 Labour Market Impact Assessment fee. **We will also work with provinces and territories to develop a system of regulated companies to hire caregivers on behalf of families.** This will make it simpler for families to hire caregivers, and protect caregivers by allowing caregivers to change employers in the cast of bad relations or abuse.”

The “Palliative and Home Care” resolution approved during the 2016 Biennial Policy Plenary requests the government implement a national program of home and palliative care. While the In-Home Caregiver program is not specifically mentioned, such a program is a critical component of an effective home and palliative care program.

In September 2016, the House of Commons Standing Committee for Human Resources, Skills and Social Development and the Status of Persons with Disabilities released their report with recommendations to enhance the TFWP. The committee received a number of depositions from several witnesses familiar with the In-Home Caregiver program. However, the final report was largely silent on the In-Home Caregiver program and fell short of addressing our intervenors concerns. We would welcome consideration of our report in the government’s

response to the recommendations of the Standing Committee.

- **What are the options for action**

1. **Remove the ‘In-Home Caregiver’ program from the complex rules and procedures associated with the Temporary Foreign Worker Program (TFWP)**

Specifically, we recommend that:

- i) *Remove the In-Home Caregiver program from TFWP* - The In-Home Caregiver program should immediately be removed from the TFWP and the application requirements to source offshore caregivers simplified.
- ii) *Reduce high application fees* - The application fee for an LMIA be eliminated consistent with the government’s 2015 platform commitment (“...must pay a \$1000 Labour Market Impact Assessment fee. **We will eliminate that fee.**”) which we understand to mean there will be no processing fee for caregiver applications. Should the government decide a reduced application fee be applied, we recommend reimbursement of the fees to unsuccessful applicants consistent with the Liberal 2015 platform, (“We will establish new performance standards, including streamlining applications, reducing wait times, **and offering money-back guarantees.**”)
- iii) *Regulate Recruitment Agencies to identify, place and **monitor** services to clients and caregivers ( Appendix D).* We noted, in section “g. Living with Dignity”, that we do not know the Government’s intention in relation to its 2015 election platform commitment to “work with provinces and territories to develop a system of regulated companies to hire caregivers on behalf of families.” However, we totally support the principles under the current guidelines that state that an employer of an in-home caregiver does not need to use a third party consultant to make a successful LMIA application. Should the client choose to use a third party consultant, such consultants should be adequately regulated with appropriate criteria established by the Government of Canada to ensure the quality of the services provided. The government might also add a requirement that such consultants continue to monitor the relationship between the client and caregiver to ensure that the terms of the employment contract are being met. Use of a third party consultant such as an immigration consultant should not create any perception of a bias toward a successful decision.
- iv) *Keep the program affordable; with direct client/caregiver employment contracts.* We strongly believe that the current practice of direct client/offshore live-in caregiver employment contracts effectively serves both parties’ interests. The client becomes the employer, entering into a direct contract with the caregiver. Integral to our recommendation is that the employment contract remains between the client and the offshore live-in caregiver. Maintaining the current relationship between client and caregiver is central this recommendation.
- v) *Ensure client and caregiver understand rights and responsibilities under Canadian law.* Regulated Recruitment Agencies should be trained and mandated to assist with the contract negotiations to ensure both the client and the caregiver understand their rights and responsibilities with respect to Canadian law, including provincial employment standards.

- vi) *Compensation for an offshore live-in care giver should be based on an hourly wage reduced by a deemed value of room and board as set by provincial governments, thereby making the program more attainable and affordable to seniors and disabled adult clients.*
- vii) *Waive the requirement for LMIA in areas with historic skill shortages to expedite timely processing.* In historic areas of skills shortage, the need for LMIA be waived, enabling timely processing of offshore workers; timeliness is of the essence for interventions in senior care. The government should consider adding live-in caregivers for seniors and adults with disabilities to the Skills Shortage List.
- viii) *Consider live-in or live-out as equitable options for client and caregiver.* Although our recommendations highlight the need for live-in caregivers, we appreciate there may be circumstances where client and caregiver agree that live-out arrangements are consistent with the care needs of the client. Approvals of applications should not have a pre-determined bias.

## **2. Develop program policy to reflect the unique needs of the client group**

Timeliness and consistency are critical in placing in-home caregivers with a senior and/or disabled population. Affordable, rapid processing of applications devoid of unwieldy bureaucracy is paramount.

Specifically, we recommend that:

- i) *Standards be established for speed of application processing, consistent with the 2015 Liberal platform ( “Busy Canadians deserve better service from their government. We will establish new performance standards, including streamlining applications, reducing wait times, and offering money-back guarantees.”)*
- ii) *Honour client dignity and unique needs by placement of a dedicated live-in caregiver.* A dedicated caregiver is essential to the intimate relationship needed between client and caregiver versus the revolving door of changing caregivers, by shift and by day, normally the standard of delivery services through private and public homecare placement agencies. It assures optimal, personalized care and greater quality of life for the client.
- iii) *Decentralized application and decision-making at local federal ministry offices is necessary for a client-centered, quick response service delivery.* The 2014 policy changes centralized all decision-making in Toronto further delaying the processing times and effecting a disconnect between the decision-maker and the applicant.
- iv) *Work Permits issued in a timely manner to allow for change of employers,* subject to “just cause”. Work permits should be issued for the duration of the job offer, to a 2 year maximum, with renewals to the current 4 year and three month maximum prior to applying for PR. Should the relationship break down for extenuating reasons, the caregiver should be able to be placed with another employer as quickly as possible, which can occur when work permits are not attached to the employer but to the geographic area and sector. We support the House of Commons Report Recommendation 14 to take... “immediate steps to eliminate the requirement for an employer-specific work permit; provided that it implement appropriate measures to ensure temporary foreign labour is only utilized within the existing provisions of the LMIA process,

including sector and geographic restrictions”. We believe, however, that the rights of the client also need to be protected and would add to this recommendation the following point (v).

- v) *Work Permits to protect the rights of the client.* In recognition of the costs associated with bringing in a caregiver, and of the critical health needs of the client, a minimum duration of commitment on the part of the caregiver and of the client (potentially 3 months) should be required, unless there are extenuating circumstances, before the caregiver can apply for a new work permit with another employer. The LMIA should be waived for a replacement caregiver for the original client as long as the placement is in the same geographic area, thereby, speeding up the time it takes to replace the caregiver.

### **3. Honour the 1982 commitment to permanent residency**

The Liberal promise for PR, made in 1982, is a cornerstone of the program and must be maintained. Skilled personnel from third world countries are being recruited to meet a Canadian shortage. In the past, PR has taken upwards to 8 years, which is a significant hardship for uprooted families. Family reunification, as quickly as possible, serves to stabilize families and is reflective of Canadian and Liberal values.

Specifically, we recommend that:

- i) *Honouring the 1982 commitment for Permanent Residency.* Remove the 2014 cap on processing for PR and clear the backlog as quickly. Remove the 2014 cap on processing for PR and clear the backlog as quickly as possible in keeping with the Liberal Platform on immigration (source Liberal Platform 2015) ... (“Busy Canadians deserve better service from their government. We will establish new performance standards, including streamlining applications, reducing wait times, and offering money-back guarantees.”)

### **4. Live-in caregivers be considered in a continuum of options for caregiving.**

Specifically, we recommend that:

- i). *Any national strategies relative to caregivers, seniors or dementia should include the possibility of live-in caregivers as an important aspect of a new health accord that addresses home care.* Optimal quality of life is afforded seniors through Aging-in-Place options. Retention in the family home as long as possible should be the cornerstone of all government policies on senior care. We welcome the opportunity for input to these strategies.
- ii) *A live-in caregiver component, as we have outlined, be acknowledged under the new Health Accord consistent with the following commitment (“As an immediate commitment, we will invest \$3 billion, over the next four years, to deliver more and better home care services for all Canadians. This includes more access to high quality in-home caregivers, financial supports for family care, and, when necessary, palliative care.”* (<https://www.liberal.ca/realchange/a-new-health-accord/>Liberal website: *A New Health Accord*)

## **KEY TARGET DATES**

November – approval of SLCBC Executive

December – approval of SLC

December – approval of LPC Policy Chair

January 26<sup>th</sup> – report finalized for submission to BC Caucus

Feb. 15 – phone call with MP Chair Seniors Standing Committee

February 28 – report submitted to three federal Ministers

March discussion on policy change review

## **OPERATING PRINCIPLES**

- Committee meeting to be conducted by teleconference on a regularly scheduled basis with members preparing material for discussion in advance. Materials to be provided 1 week in advance of the conference call.
- Consultations with third party experts in the field on an as needed basis.
- Review of draft reports by third party resources.
- There is no budget for this activity. Special requests for funds were approved by SLC for travel to MC BC Caucus meeting.



# SLCBC Policy Procedures 2017-18

## Appendix E

### GUIDE TO POLICY MEETINGS

Policy meetings can take several forms. It is important to match the format of the meeting with the purpose and expectations associated with that meeting. To assist meeting planners choose the appropriate format, the Senior Liberals' Commission in BC has prepared this Guide.

#### A. TOWN HALL MEETINGS

**FORMAT:** generally non-partisan between politicians and constituents

**PURPOSE:** elected officials to communicate with constituents

Can be conducted face-to-face, through phone calls or on the internet, as a means for elected officials of all levels of government to communicate with constituents on policy or anticipated legislation. Constituents voice opinions or ask questions. Participation is open. Key message is "tell me how this will make my life better." Generally about 20 minutes presentation; prior to opening to questions, for an average of 1 ½ hours. Ideally best if kept to smaller groups (100 or less) to best manage dissonant opinions. Most commonly used to educate and persuade, although input from concerned citizens may influence change to policy.

#### B. SYMPOSIUM

**FORMAT:** usually non-partisan but may be partisan with discussion led by knowledgeable speakers and with a chairperson maintaining decorum.

**PURPOSE:** stimulate discussion and advance knowledge on a particular topic

Symposiums tend to be more academic, using knowledgeable speaker(s) to address a specific topic for a scholarly discussion. Participants usually self-select for their related expertise or interest in the topic. Careful advance planning and follow-up will fulfill the purpose and provide value for participants.

#### C. FORUMS

**FORMAT:** can be partisan or nonpartisan with a moderator

**PURPOSE:** open and unstructured for anyone to voice opinion

Forums are characterized by openness of discussion; originating in Roman times in public

squares. Discussion is wide open with varying opinions. Can be in print, internet or public arenas. Most common use today is the internet for niche market topics.

#### **D. ROUND TABLE DISCUSSIONS**

**FORMAT:** partisan or non-partisan with a moderator

**PURPOSE:** provide dissenting , knowledgeable opinions from experts

This format is most commonly seen today on political talk shows especially on cable television. A panel addresses a topic and each person is given equal opportunity to express their views. The role of the moderator is very significant to the success of the discussion. The moderator needs to be knowledgeable about the topic but does not dominate or overly influence the discussion. Moderators are skilled at bringing out themes, encouraging participation by the panel and keeping the conversation going in a non-judgemental and positive way. Discussions need to be planned and members carefully selected.

#### **E. DISCUSSION GROUPS**

**FORMAT:** partisan or non-partisan with a facilitator

**PURPOSE:** guided small group sharing of ideas, comments, solutions

Discussion groups are structured for people of similar interests to share ideas, solve problems or make comments. Facilitator's role is to ask the right questions – not provide the “right” answers. They guide the free-flowing discussion ensuring everyone has an opportunity to participate. Open-ended questions and follow-up questions are used to stimulate the incubation of ideas. The questions might be provocative but never argumentative. Facilitators have skills to handle difficult arguments while maintaining a safe environment for debate.

### **LEADERSHIP STYLES**

#### **CHAIRPERSON**

Chairperson keeps an eye on the agenda without dominating with ideas and solutions. Makes certain agreements are confirmed and recorded; and that responsible people follow-up with commitments, tasks and timeframes.

#### **MODERATOR**

Moderators keep speakers on track; know what topics have been selected for each speaker; keep the conversation flowing in a positive way; and monitors time. Does not add opinions but

makes certain all speakers have a chance to express theirs in a manner that keeps the conversation interesting to the audience.

### **FACILITATOR**

Facilitators come armed with a clear set of questions to stimulate discussion. They help clarify group tasks and goals. They may seek consensus on specific goals or collect a wide-range of opinions. Collection and follow-up is critical to the success of good facilitation.

### **MISCELLANY**

#### **ADVOCACY (SLC)**

Individuals or groups may influence decisions *within* political, economic or social systems and institutions *on behalf* of those who need support. Can be conducted through campaigns such as print and electronic media, public lectures, exit polls or research papers.

#### **LOBBY**

Lobbying most often refers *to pressure or influence placed on legislators* to take a desired position in creating policy regulations or budgets on behalf of an organization , corporation or bloc of voters. Can be volunteer groups or individuals or paid professional lobbyists.

#### **PARTISAN (e.g.: SLC)**

A partisan is someone who is a committed member of a political party, a cause or even a person.

#### **NON-PARTISAN - MP OFFICE**

Openly serves without bias regardless of membership in a political party, group or cause. Unbiased, impartial, neutral.