

May 31, 2017

Christina Zacharuk  
President and CEO  
Public Sector Employers' Council Secretariat  
Suite 210, 880 Douglas Street  
Victoria BC  
V8W 2B7

Dear Ms. Zacharuk:

Further to the Public Sector Executive Compensation Disclosure Guidelines issued in February 2017 please find attached the Statement of Executive Compensation covering the fiscal 2016 period for WorkSafeBC.

With the introduction of the new Labour Information Gathering and Executive Reporting (LIGER) system and according to the Disclosure Checklist provided, the following information has been entered into the LIGER system:

- all compensation plans and contracts for disclosed executives
- the compensation information for the top five decision making executives
- WorkSafeBC Compensation Philosophy

To complete this filing in accordance with the direction received, I provide an attestation to the following:

- The Board of Directors is aware of the executive compensation paid in the prior fiscal year.
- The compensation information being disclosed is accurate and includes all compensation paid by the WorkSafeBC, foundations, subsidiaries, or any other organization related to or associated with WorkSafeBC.
- The disclosed information also includes the value of any pre- or post-employment payments made during the 12 month period before or after the term of employment.
- The compensation provided was within approved compensation plans and complies with these guidelines.

Should you have any questions regarding the details provided in the submission I would ask that you contact Barb Messenger, Director Compensation, Benefits and Human Resources Information Systems at 604 276 -3325. Should you have any other questions, I would be happy to assist you.

Yours Sincerely,



John Beckett  
Chair, WorkSafeBC Board of Directors

# Board of Directors

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## Compensation Philosophy

### Introduction

The Board of Directors (BOD), under its Terms of Reference, are responsible for the compensation structures for the executive level positions within WorkSafeBC (WSBC). The BOD also is responsible for the review and approval of changes proposed to the compensation plans for the management group within the organization. To guide these decisions the BOD has established this Compensation Philosophy to provide transparency and accountability to the process.

### Objectives

Within the BOD's guiding principles of managing the resources of WSBC, the objectives set for the compensation philosophy are:

- To meet its mandates, WSBC must develop and retain staff with the skills, experience and knowledge required to achieve the goals and objectives established by the BOD;
- WSBC must be able to attract highly qualified individuals to join the organization to allow for current and future needs to be met; and
- The compensation plan must be designed in a way which is fully aligned with the goals and objectives of WSBC to create the high performance culture required to meet these objectives.

### Guiding Principles

These principles are meant to set the parameters for the creation and maintenance of compensation plans for executive and management staff at WSBC:

- Base salaries will be competitive with salaries offered to comparable positions in other relevant organizations;
- Salary scales will reflect each job's value to the organization and ensure that salary levels are internally equitable and consistent within and across functions;
- Where appropriate, salary policy will reward individual employees for performance, skills and behaviours that are important to the organization's success;
- The salaries should neither lead nor lag the appropriate comparison groups. The target for comparison should be the 50<sup>th</sup> percentile of the comparator group.

## **Administration**

### **Comparison Groups**

To fulfill the guiding principles, the BOD has established the comparison groups for WSBC as the following:

- Other Workers' Compensation Boards, as selected by the Board of Directors;
- Other B.C. Crown Corporations, as selected by the Board of Directors; and
- Any other relevant comparison group(s), as selected by the Board of Directors.

The BOD recognized that the most appropriate comparisons come from the looking at the sectors where WSBC loses employees to and where WSBC recruits employees from. Given the diverse nature of positions at WSBC these pools may differ across the organization. Given these facts, in general, other relevant comparison groups will include the National Public Sector, the National Insurance Sector and the Provincial Private Sector. For corporate service type roles, the BC Public Service is used as a comparator. The Private sector comparisons are used where there are cases of high demand talent.

### **Ongoing Review**

To facilitate the administration of this philosophy, when directed, WSBC will retain a third party with specific expertise in the area of compensation surveys and plan development to conduct reviews of the relevant comparators to make sure that the principles of this philosophy are met.

The BOD will review existing compensation plans as a standing item on its annual agenda.

### **Progression**

Once it is established, any movement through an approved salary range will occur only where justified by performance. A current performance evaluation showing the required levels of performance to justify such movement must be provided and reviewed before any movements are approved, in accordance with the Salary Administration Guidelines.

Summary Compensation Table at 2017

Name and Position	Salary	Holdback/Bonus/ Incentive Plan Compensation	Benefits	Pension	All Other Compensation (expanded below)	2016 Total Compensation	Previous Two Years Totals Total Compensation	
							2015	2014
Diana Miles, President and CEO	\$ 315,803	\$ 35,431	\$ 12,229	\$ 27,498	\$ 7,500	\$ 398,461	\$ 407,348	\$ 373,872
Trevor Alexander, Senior Vice President Operations	\$ 241,066	\$ 26,790	\$ 21,148	\$ 20,160	\$ 7,500	\$ 316,664	\$ 312,669	\$ 311,659
Roberta Ellis, Senior Vice President, Corporate Services and Human Resources	\$ 138,782	\$ 14,740	\$ 11,660	\$ 12,364	\$ 76,017	\$ 253,563	\$ 346,836	\$ 351,217
Brian Erickson, Chief Financial Officer	\$ 267,851	\$ 29,767	\$ 19,620	\$ 22,701	\$ 7,500	\$ 347,439	\$ 346,118	\$ 350,499
Kevin Lafreniere, VP Business Analysis, Corporate Communication and Marketing	\$ 231,326	\$ 25,708	\$ 19,882	\$ 19,562	\$ 7,500	\$ 303,978		
Anne Naser, Chief Information Officer	\$ 231,326	\$ 25,708	\$ 18,652	\$ 19,312	\$ 7,500	\$ 302,498		
Wendy Strugnell, VP Corporate Services & CHRO	\$ 73,765	\$ 8,760	\$ 9,154	\$ 5,161	\$ 2,884	\$ 99,724		

**Summary Other Compensation Table at 2017**

<b>Name And Position</b>	<b>All Other Compensation</b>	<b>Severance</b>	<b>Vacation payout</b>	<b>Leave payout</b>	<b>Vehicle / Transportation Allowance</b>	<b>Perquisites / other Allowances</b>	<b>Other</b>
Diana Miles, President and CEO	\$ 7,500	-	-	-	\$ 7,500	-	-
Trevor Alexander, Senior Vice President Operations	\$ 7,500	-	-	-	\$ 7,500	-	-
Roberta Ellis, Senior Vice President, Corporate Services and Human Resources	\$ 76,017	-	\$ 22,997	-	\$ 4,038	-	\$ 48,982
Brian Erickson, Chief Financial Officer	\$ 7,500	-	-	-	\$ 7,500	-	-
Kevin Lafreniere, VP Business Analysis, Corporate Communication and Marketing	\$ 7,500	-	-	-	\$ 7,500	-	-
Anne Naser, Chief Information Officer	\$ 7,500	-	-	-	\$ 7,500	-	-
Wendy Strugnell, VP Corporate Services & CHRO	\$ 2,884	-	-	-	\$ 2,884	-	-

**Notes**

Diana Miles, President and CEO	
Trevor Alexander, Senior Vice President Operations	
Roberta Ellis, Senior Vice President, Corporate Services and Human Resources	<b>General Note:</b> Retired July 1, 2016 <b>Other Note:</b> Retirement allowance paid out.
Brian Erickson, Chief Financial Officer	
Kevin Lafreniere, VP Business Analysis, Corporate Communication and Marketing	<b>General Note:</b> Kevin Lafreniere & Anne Naser have identical annualized base salaries and so are both considered the fifth highest ranking executive officer.
Anne Naser, Chief Information Officer	<b>General Note:</b> Kevin Lafreniere & Anne Naser have identical annualized base salaries and so are both considered the fifth highest ranking executive officer.
Wendy Strugnell, VP Corporate Services & CHRO	<b>General Note:</b> Hired August 15, 2016.