



AFOA Saskatchewan Workshop

Moving Beyond the Basics

February 6th & 7th, 2019, Saskatoon Inn, Canadian Room,
Saskatoon, SK

Feb 6th (Day 1)

8:00 - 8:45 Registration & Continental Breakfast

8:45 Opening Prayer, Elder, Welcome by Donna Morin, President,

9:00 – 10:30 Cyber Security – Why Should You Care

Information technology (“IT”) is integrated into everything an organization does. As a result, keeping the system going, the data safe, and the information reliable is extremely important. This session will provide an overview of the current digital landscape and what that means to First Nation organizations and businesses in Saskatchewan, current cyber security trends and activities, and examples of cyber security breaches, both at the local level and those which are well known throughout the world. Various case studies will be provided as examples of how an IT consulting group can test your system, what they look for, and what they can find. Finally, specific and easy steps will be provided that can help protect your organization, its IT systems, and its data. **Speaker: Sean Devin, Partner, MNP**

10:30 - 10:45 Health Break

10:45 - 12:00 Building Digital Capacity through Content Management Tools Documents, paper and digital, are at the heart of every business activity, process and decision in the organization. For many, the burden of paper and manual processes associated with paper can be overwhelming and prone to errors. Xerox, ConnectKey Technology and DocuShare Content Management solution will demonstrate how your First Nation can convert paper into secure, searchable PDF content using intelligent scanning, create e-forms and workflows and store in a centralized repository for quick access and retrieval. The workshop will also include other features that can improve productivity through digital process automation, content sharing and collaboration as well as enforce rules and policies to provide secure user/group access, retention/disposition schedules to meet compliance and regulatory requirements. Xerox is an international technology leader that innovates the way the world communicates, connects and works. A long-time supporter of AFOA Canada vision, Xerox provides a variety of document technologies, solutions and services for hundreds of Indigenous communities and organizations in Canada to support building digital capacity and business transformation.

Speaker: Tom Maracle, Indigenous Business Solutions, National Partner, Xerox

12:00 – 1:00 Lunch  **(sponsored by MNP)**

1:00 – 2:30 **Why you Should Care About Governance, Risk and Compliance** As First Nations and Indigenous leaders focus efforts and energy into the various activities needed to build sustainable business models and maximize growth potential, they often overlook the key functions of risk identification and mitigation as well as proper corporate governance. In today's complex world, it is increasingly important to have both an understanding of the many risks impacting business ventures as well as an effective approach to designing necessary processes to help manage those risks. The intention of this presentation is to bring to light those high-level mechanisms, processes and/or relations which can be implemented to enhance governance and risk management practices. Hear stories of what has and hasn't worked, including the reasons why. Edward Olson will share his extensive knowledge and experience of corporate governance, risk management, internal audit, and performance improvement to help First Nations and Indigenous leaders understand how to spend less time responding to risk and compliance matters, and more time working on opportunities to continue pursuit of success. Know the pitfalls, understand how to deal with the pitfalls, and strategize towards a stronger future.
Speaker: Edward W. Olson, CPA, CA, Practice Leader, Advisory Services, Crowe MacKay LLP

2:30 – 2:45 **Break**

2:45 - 4:00 **Strategic Plans – Sometimes They Work and Sometimes They Don't – Why?** Making strategic planning work means answering the bigger questions such as "What do our members expect from us? What do they get from us? What matters most to us and our members? What are the values that we want to drive the way we do things? Where do we see our community in the future?" These are big picture, intuitive and often emotionally loaded questions which create long-range planning objectives. Then it becomes about understanding what the strengths are as an organization, where the limitations are, and how everyone relates to each other. It also includes understanding the regulatory environment, where technology is going, and how major trends, like economics, may affect the plan. Then there is operational planning. That's when project plans are developed for implementing and executing on those issues, which includes understanding who is responsible for what, what guidelines they're going to be functioning under, what resources they're going to have available to them, and what milestones or review points are needed to make sure everyone is staying on schedule. And after all this, strategic plans can still fail. This session examines what can be done to ensure a successful strategic planning process, and some of the reasons why planning and implementation don't align causing strategic plans to end up in a binder neglected on someone's shelf! - **Speaker – Ismo Heikkila, Ismo Heikkila Consulting – (sponsored by T.E. Wealth, Indigenous Services)**

Feb 7th (Day 2)

8:00 - 9:00 Continental Breakfast

9:00 - 10:30 **Building a Productive Workforce through Employee Engagement** A quick Google search will provide you with 238 million results for employee engagement. Everyone seems to be talking about it but what is employee engagement, why should this be a focus for me and my organization and what steps can I take to engage my workforce? Global consulting firm AON reported that Canadian engagement levels were dropping in 2018 and Morneau Shepell issued a trends report in 2017 indicating that employee engagement is a top 3 concern for Canadian HR practitioners. In this 90 minute session learn more about the 12 questions you can ask your employees to gauge your employee engagement levels and what you can do to move the needle. **Speaker: Susanne Berg, B.Comm, MBA, CPHR Associate Vice President – Trust Services, Peace Hills Trust**

10:30 - 10:45 Health Break

10:45 - 12:00 **Avoiding Conflicts of Interest** – Issues often arise in leadership and management teams where an individual's personal interests conflict with the interests of the organization. When this happens an organization can be faced with not only public relations issues but also lengthy and complicated litigation. This session reviews the principles related to conflict of interest and examines the factors used by the courts in determining when a conflicts of interest occur and how to prevent them. It examines how courts treat conflicts of interest and the risks of findings in this area. **Speakers: Leah Schatz, Q.C. and Riva Farrell Racette, MLT Aikins LLP**



12:00 – 1:00 Lunch (sponsored by McClelland Debusschere Chartered Professional Accountants)

1:00 – 2:45 **Communication is more than “just talking”!** We all communicate one way or another. The biggest challenge is to understand and perceive the message in which it was intended. No matter if people are on teams, committees, in meetings, or at home with family or friends, we all communicate. Communication is the true foundation in all relationships, professionally and personally. This session will look at the different ways we communicate and how we can be more effective. Join Wendy to hear her stories, tips and tools to help you better understand how you communicate, how it is perceived by others and how to turn your communication techniques into effective ways of getting your point across to others and increasing effectiveness in your meetings, committees, work teams and families. **Speaker: Wendy Hofford, Senior Consultant, Legacy Bowes Group**

2:45 Closing Remarks