



Ontario Volleyball Association Annual General Meeting 2023

Board of Directors Elections

OVA Board of Directors Nomination Package for:

Paul Bonfigli

Candidate for: Vice President Admin Secretary

Form Name: OVA Board of Directors Application
Submission Time: November 25, 2023 1:09 pm
Browser: [REDACTED]
IP Address: [REDACTED]
Unique ID: [REDACTED]
Location: [REDACTED]

OVA Board of Directors Candidate Application Form

| | |
|--|---|
| Name | Paul Bonfigli |
| Address | [REDACTED] [REDACTED] |
| Phone | [REDACTED] |
| Email | [REDACTED] |
| Would like to apply for the following position(s) of: | Vice-President - Admin/Secretary |
| Confirmation of Acceptance and Commitment: | I agree to stand for election for the above position, and agree to have my information circulated to the membership for review in advance of the election. If elected, I will commit the necessary time to fulfil the role on the OVA Board (minimum 20 days per year for Directors). |
| Signature |  |
| Name of Employer | Ontario Public Service |
| Your Title | Senior Policy & Program Analyst |
| Address of Employer | 56 Wellesley Street West Toronto, ON M5S 2S3 |
| Employer's Phone Number | (416) 473-3323 |
| Type of business or organization | Provincial government |
| Primary service(s) and area/population served | all of Ontario |
| Preferred method of contact | Residence |
| Please list boards and committees that you serve on, or have served on (business, community, political, professional, recreational, social, sport, club, etc). Organization Role/Title Dates of Service | OVA Governance Committee, April 2021-present |

Education/Training/CertificatesQueen's / Smith School of Business - COC-NSO Governance Series, June 2023

Optional – Have you received any awards or honors that you'd like to mention?

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How do you feel Ontario Volleyball would benefit from your involvement on the Board?I would like to continue the work I've started on modernizing the Association's commitment to governance.

Skills, Experience and Interests (Please select all that apply)Policy Department
Program Evaluation

Have you previously served on the Ontario Volleyball Board of Directors? (Y/N) If yes, please enter the number of years you served.

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Please list any groups, organizations or businesses that you could serve as a liaison to on behalf of Ontario VolleyballProvincial government / Ministry of Tourism, Culture, and Sport

Please tell us anything else you'd like to share that will help us in making a decision about your candidacy.

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Please upload your cover letter identifying the specific position with respect to which the nomination relates<https://www.formstack.com/admin/download/file/15549295298>

Please upload a copy of your resume<https://www.formstack.com/admin/download/file/15549295299>

Please include the names and contact information of three (3) references:

Janet Cairns – President, Durham Attack Volleyball Club

Rob Gagné - Director, Inspections & Investigations Branch, Ministry of Public and Business Service Delivery

Dear Nominations Committee:

I offer you the attached as an expression of my interest the VP Admin Secretary position on your Board of Directors.

As detailed in my CV below, I have spent the past couple of years as a volunteer with the OVA, offering governance and policy expertise.

When I was invited to join the OVA Governance Committee in April 2021, it was to address a need identified by the OVA's legal counsel, who advised the OVA to bring its fundamental governance documentation in line with the soon-to-be-proclaimed *Not-for-Profit Corporations Act, 2010*.

I led a review of the OVA's by-laws – which had not been updated since 2015 – for the dual purposes of complying with the new statute, along with introducing changes that would incorporate recommendations in the Canadian Sport Governance Code. Key improvements included

- **one-member, one-vote rights, the purpose of which was to give athlete members of the OVA a greater say in governance;**
- **board eligibility changes to mandate a greater proportion of independent directors; and**
- **the addition of an Athletes' Representative to the OVA board.**

These by-law reforms were passed – with 97.7% support – in November 2021, and since then, I have devoted much of my governance work to updating OVA policies, with a view to maintaining compliance with Ontario's Sport Recognition policy. Key improvements from these policy updates include, in particular, alignment with the Universal Code of Conduct to Address and Prevent Maltreatment in Sport, version 6.0.

My “day job” is as the senior analyst responsible for developing and maintaining operational policies and procedures for the Consumer Services Operations Division of the Ministry of Public and Business Service Delivery. This division is responsible for administering several provincial consumer-protection laws.

I've held this role with MPBSD for the past five-plus years of a twenty-five year career in public service, with experience in both the federal and provincial governments. My lengthy career has seen my develop a wide variety of skills and experiences that I'd bring to the VP role, among them:

- **extensive experience with developing and interpreting legislation and policies, and ensuring organizational compliance with legislation, policies, and standards;**
- **experience in managing transfer payment programs;**
- **experience with evaluating grant applications; and**
- **experience in performance measurement and evaluation.**

I look forward to discussing my qualifications in greater detail if desired, and thank you for your consideration.

Paul Bonfigli

EDUCATION

York University

- Bachelor of Arts, Economics

EMPLOYMENT HISTORY

Ministry of Public & Business Service Delivery – Consumer Services Operations Division

Senior Policy & Program Analyst (March 2018-present)

- Develop operational policies and procedures for the Division to support the administration of both general consumer-protection legislation (the *Consumer Protection Act, 2002*) and sector-specific legislation to oversee the payday-loan, collections, and consumer-reporting sectors
- Manage a transfer payment agreement with Pro Bono Ontario, a not-for-profit entity that provides *pro bono* legal services to assist vulnerable individuals with consumer-protection issues

Acting Manager, Operational Policy, Business Intelligence, and Strategic Planning

(June-October 2022)

- Managed a team of thirteen policy advisors and business-intelligence specialists; responsible for managing policy projects, overseeing change requests for our customer database, and contributing to the branch's consumer-protection strategy
- Provided mentoring and guidance to two policy interns in the summer of 2022
- Led the development of an improved dashboard for providing quarterly reports on divisional activity to the DMO and Minister's Office
- Completed two internal recruitments and provided recommendations for the pursuit of an external recruitment

Ministry of Labour – Prevention Office, Transfer Partner and Research Funding Unit

Acting Manager / SMG-1 (September-November 2016)

- Managed a team of six Strategy Advisors and Senior Business Consultants overseeing a portfolio of \$ 100M in transfer payments; regularly required to develop and coordinate briefing materials, decks, and program recommendations for senior management in support of engagement with external stakeholders

Lead, Performance Measurement & Analytics / Strategy Advisor

(2013-2014, March-September 2016, November 2016-March 2018)

- Led the Ministry of Labour's grant programs to fund research and service delivery initiatives in the area of workplace health and safety, in accordance with the province's strategic priorities and the Premier's mandate
- Administered transfer payment agreements, identified performance metrics, required outputs, and desired outcomes, measured recipients' performance, and ensured recipients' compliance with the Transfer Payment Accountability Directive, the *Broader Public Sector Accountability Act, 2010*, and its directives

Policy Advisor / Senior Advisor (2010-2013)

- With the Secretariat appointed to support Tony Dean's Expert Advisory Panel on Occupational Health and Safety, led the development of a working group paper identifying twenty-seven potential metrics for measuring occupational health and safety system performance
- Led the development of five of the 46 recommendations that were accepted by the government upon publication of the Expert Advisory Panel's Final Report

Ministry of Education – Child Care Quality Assurance and Licensing Branch

Senior Policy Analyst (2014-2016)

- Managed analytics and reporting of child care operational data with the Ministry of Education; identified and reported on key performance indicators for child care licensing operations
- Provided child-care Program Advisors with policy support and assistance with interpretation of the *Child Care and Early Years Act, 2014*

Workplace Safety & Insurance Board (2004-2010)

- ***As Executive Assistant to the Chief Prevention Officer.***
 - developed a business case to support the consolidation of twelve of the WSIB's transfer payment recipients into four successor entities
 - supported the Health & Safety Committee of the WSIB Board of Directors: prepared materials, recorded minutes, communicated with board / committee members on behalf of the Chief
- In prior roles with WSIB, I:
 - administered transfer payment agreements with funded not-for-profit entities
 - provided specialized policy advice to internal clients to assist them in calculating employers' workplace insurance premiums

Transport Canada (1996-2001, 2003-2004)

- Provided specialized policy advice and regulatory guidance to civil aviation industry stakeholders
- Represented the Department on the Canadian Aviation Regulations Advisory Council: a national tripartite committee (government, labour, and employers) charged with developing and revising civil aviation regulations and standards, and promoting harmonization with international regulatory bodies

DECA Aviation Engineering Limited / now PAL Aerospace – Mississauga, ON (2001-2003)

- Represented the company on the Canadian Aviation Regulations Advisory Council; provided internal guidance and policy advice to ensure the organization's compliance with the Canadian Aviation Regulations and their associated standards and policies

VOLUNTEER EXPERIENCE

Ontario Volleyball Association

- Since April 2021, have volunteered with the OVA as a member of its Governance Committee; role includes developing by-laws, providing governance advice, and contributing to policy development

ADDITIONAL TRAINING

Ontario Public Service

- Effective Transfer Payment Management & Accountability
- Regulatory Compliance Ontario Foundations Course

PUBLICATIONS

Final Report of the Expert Advisory Panel on Occupational Health and Safety
<https://www.ontario.ca/document/expert-advisory-panel-occupational-health-and-safety> – my contributions to the Final Report are acknowledged in the Working Groups appendix to the Report