Complaint Intake Committee

- Revise policy and procedures to be consistent with new ordinance. Decide on the parameters and how to process.

- Model after UN process. Use information on their website to establish our own criteria and forms. Wendy has completed a draft, which is being circulated to Advisory Committee members.

- Tracking/database by -
  - complaint type categories
  - brief description
  - tracking
  - trends

- Public notice on website to make public aware of how we handle. BCHRC role and responsibilities.