

**Barons-Eureka-Warner Family & Community Support Services  
Minutes of Board Meeting – Wednesday, May 11, 2016**

**Attendance**

Cathy Needham, John Willms, Don Heggie, Don Holinaty, Bill Martens, Laura Ross-Giroux, Ian Glendinning and staff Zakk Morrison, Brett Drewry, Milton Iwaasa and Linda Hashizume.

**Absent**

Merrill Harris, Barbara Edgecombe-Green

**Observer**

Sel Golding, Village of Barons

**Call to Order**

C. Needham called the meeting to order at 5:15 p.m.

**Approval of Agenda**

L. Ross-Giroux moved the Board approve the agenda with the following additions:

6 d) South Region meeting – May 30, 2016

3 a) Negotiations Update moved to 8 b) Closed Session

**Carried Unanimously**

**Minutes**

B. Martens moved the minutes of the April 6, 2016 regular FCSS Board meeting be approved as presented.

**Carried Unanimously**

J. Willms arrived at 5:35 pm.

**Reports**

**Director**

MasterCard Statement

The Alberta Treasury Branch MasterCard statement for April 12, 2016 was presented for information and approval.

D. Holinaty moved the Board approve payment of the Alberta Treasury Branch April 12, 2016 MasterCard statement.

**Carried Unanimously**

Update – Director Orientation

Z. Morrison reported on his progress in orienting himself with Barons-Eureka-Warner FCSS.

All-Councils Meeting Feedback

The evaluation summary for the 2016 All-Councils meeting was distributed for information. Feedback was positive.

The Board discussed the meeting.

S. Golding thought it was an excellent meeting.

C. Needham commented she received good comments from the Raymond Council.

L. Ross-Giroux commented she appreciated the personal testimonies.

All-Councils Meeting Minutes

The All-Councils meeting minutes were distributed with the agenda.

D. Heggie moved the minutes of the April 6, 2016 All-Councils meeting be approved as presented.

**Carried Unanimously**

Seniors Conference

M. Iwaasa reported on the Raymond Seniors Conference held May 11, 2016.

Approximately 100 people were in attendance. The majority of those in attendance were from outside of Raymond. We received very positive feedback about the conference. The keynote speaker was very dynamic.

C. Needham expressed her appreciation to Milton Iwaasa, Kori Kuryvial and Evelyn Florence-Greene for all the work they did in preparation for the conference as well as during the conference.

M. Iwaasa reminded the Board of the upcoming Seniors Conference in Coutts on June 8, 2016.

Professional Development Reports

A professional development report was received from the Counsellors and Parenting and Family Coaches regarding the Trauma Informed Care: Translating Trauma-informed Principles into Practice workshop they attended.

“Some shifts in perspective from “common negative assumptions” to “viewing through a trauma-informed lens” were beneficial in creating more empathy in day to day interactions with all people. The workshop provided sharing and hands on work to support the theory and practical information.

A professional development report was received from Maria Klassen, Parenting and Family Coach, regarding the Parent Café Facilitator Training she attended.

“Parent Café is an easy to follow resource for hosting community conversations designed to build awareness and inspire capacity building in support of child development and learning through strength awareness, fostering relationships, validating, sharing resources and learning together. As a Parenting and Family Coach I need to see our families differently: from problems to possibilities, from needs to assets, from clients to citizens.”

A professional development report was received from some Parent and Family Coaches regarding the Infant Massage Instructor training they attended.

“The International Association of Infant massage was founded by Vimala McClure. In many cultures, the practice of massaging babies is an art passed down from generation to generation. Vimala combined her practical experiences, the positive effects of Indian and Swedish massage, principles from yoga and reflexology, into a simple and beautiful routine and developed a complete course for parents.”

#### Report to Municipalities

The draft Barons-Eureka-Warner FCSS Report to Municipalities for January to March, 2016 was distributed with the agenda for information.

B. Drewry reported this report is sent out three times per year. He sends the report to our FCSS and Parent Link department heads in Edmonton and our local MLAs. It provides first hand success stories regarding our programs.

Z. Morrison reported at the New Director's Network meeting he attended in Edmonton recently they encouraged everyone to keep sending in success stories, especially those related to the new funding.

I. Glendinning moved the Board approve the draft copy of the January to March 2016 Report to Municipalities and directed Administration to distribute the report to our Municipalities.

**Carried Unanimously**

#### McHappy Day – May 4, 2016

M. Iwaasa reported on McHappy Day.

Barons-Eureka-Warner FCSS is one of the community partner for the McDonalds Coaldale location. We joined in the McHappy Day celebration by having FCSS staff onsite during peak operating hours. FCSS staff connected with McDonalds customers and distributed information about our programs as well as promotional items.

McDonalds reported to us that \$1,455.18 was raised for the Coaldale Parent Link Centre.

A presentation of the funds to Barons-Eureka-Warner FCSS will be arranged.

#### Media Articles

B. Drewry reported a volunteer recognition ad appeared in the local newspapers.

B. Drewry reported “Did You Know...” ads have been appearing in the local newspapers. The ads are part of a social marketing campaign to help provide valuable information to help influence people to live better lives.

L. Ross-Giroux commented Twitter is also a very valuable tool.

C. Needham commented we should look into having links on the Municipalities websites and Facebook pages.

D. Holinaty indicated Nobleford has a Buy & Swap.

Z. Morrison reported we will be looking at social marketing both regionally and provincially to figure out our best connections.

D. Holinaty moved the Board approve the Director’s Report.

**Carried Unanimously**

#### **Accounts**

A list of expenditures for the period of March 26, 2016 to April 25, 2016 were distributed with the agenda.

The Board asked for clarification on a some of the expenses.

L. Ross-Giroux moved the Board approve the accounts for March 26, 2016 to April 25, 2016.

**Carried Unanimously**

#### **Financial**

B. Drewry reported 22% of the budget has been spent for 25% of the year as shown on the financial report. The budget presented is based on the 2015 budget as the 2016 budget has not been finalized. The Barons-Eureka-Warner FCSS budget ordinarily follows the provincial annual budget announcement and the completion of our audit and staff negotiations.

B. Drewry reported 106% of the Parent Link budget has been spent for 100% of the year as shown on the financial report.

B. Drewry reported Barons-Eureka-Warner FCSS currently funds half of the Parent Link Centres in the Barons-Eureka-Warner area. Parent Link Centres have received no additional programming funds since they were originally established.

C. Needham asked if we have received any word on salary increases for Parent Link Centre staff as per the past funding they have received.

B. Drewry reported he has not heard of any additional funding for staff salaries.

L. Ross-Giroux moved the Board approve the financial report for April 2016.

**Carried Unanimously**

### **New Business**

#### Planning Retreat

Z. Morrison discussed the possibility of holding a Board/Staff retreat in the fall.

The retroactive funds received, as well as a change in leadership, offers two good reasons to take a moment to review who we are, what we do, and where we plan on going as an organization. These are important questions to answer to understand how we can best serve our communities.

The increase in funding dollars warrants a careful look at incorporating them in ongoing programming.

J. Willms commented the retreat was a good way to get to know staff better and find out more information on what they do.

B. Martens commented he has found retreats to always be beneficial, especially for long range planning.

L. Ross-Giroux commented it is a good way to get to know each other better and is a good tool for planning purposes.

C. Needham commented she believes retreats to be very beneficial. It is also a good way to get to know staff better.

B. Drewry commented it promotes building relationships and provides an opportunity for strategic planning.

The Board discussed if the retreat should be held on a weekend or weekday.

To avoid overtime for staff, it was decided a weekday would be better.

L. Ross-Giroux moved the Board task Administration to investigate a two day retreat for Board and staff to be held prior to December 31, 2016 and to reported back to the Board at the June 2016 meeting.

**Carried Unanimously**

FCSS Regulation Review

Z. Morrison reported on the FCSS regulation review.

The new FCSS Regulation renewal date is June 30, 2017. There is approval to proceed with a limited engagement focused on reviewing the FCSS Regulation to ensure that it continues to provide enough flexibility and capacity for FCSS programs to address local preventive social service needs and priorities. The review will not address the FCSS Act, the 80/20 funding partnership, or the funding model.

- Work on the regulation review had commenced in 2012 as the FCSS Regulation expiration had been set for June of 2013, however the review was interrupted by the Results Based Budgeting process and then by the provincial election.
- A Regulation Review Working Group was established in 2012. The outcome was a draft FCSS Amendment Regulation.
- The scope of the review, though still being finalized, will be limited; however, will most likely include:
  - Reviewing the previous input gathered and confirming it is still relevant
  - Determining if there are gaps in the regulation
  - Identifying opportunities to embed concepts within the regulation that will provide for building capacity and increasing flexibility

Work on the review of the Regulation will commence with the spring meetings. Ken Dropko will use his time on the agenda to provide an overview of the review process and lead some initial discussions. FCSS programs will be provided with a discussion guide at the spring meeting to assist with local input to the review process. Each FCSS region will be asked to submit a consolidated response which will then be considered in developing recommendations for the Minister.

C. Needham asked if there were any staff interested in assisting with the review.

B. Drewry reported it was brought up at the staff meeting. However, there was no real interest expressed by staff in participating.

C. Needham asked if there were any Board members who were willing or interesting in participating in the review.

J. Willms indicated he felt this was a task Administration would be better suited for.



Z. Morrison reported the FCSS Regulation review will be on the agenda for the South Region meeting.

J. Willms moved the Board task Administration with reviewing the FCSS Regulation and provide feedback at June 2016 Board meeting.

**Carried Unanimously**

2016 Tentative Budget

B. Drewry presented the 2016 tentative budget for information. We will look to finalize the budget at the June 2016 meeting.

The Board discussed the tentative Budget.

L. Ross-Giroux asked for clarification on the funding being provided to the Taber and District Adult Learning Project.

B. Drewry reported we were looking into hiring a Low German Speaking Mennonite Outreach Worker to provide infant massage and possible Stay and Play to the LGM population. Jane Brenner, Taber and District Adult Learning, had been looking into funding a similar position. It was decided that partnering with them would be more efficient. Taber and District Adult Learning has an existing relationship with the LGM community and by combining funds and expanding the existing literacy based programming to incorporate early childhood development, a Family Support Coordinator position was created.

South Region Meeting

Z. Morrison reported the South Region meeting will be held on May 30, 2016 in Taber at the Heritage Inn. The meeting will start at 10:00 am and continue until approximately 3:00 pm. An email will be sent to the Board members and other FCSS organizations in the South Region, with more information as well as asking for their RSVP.

C. Needham asked if we had applied to the Family and Community Support Services Association of Alberta (FCSSAA) for the \$500 grant to help fund the meeting.

B. Drewry responded he would send an email requesting the \$500.

**Round Table Discussion**

L. Ross-Giroux noted Calgary celebrated the 50<sup>th</sup> Anniversary of FCSS.

**Closed Session**

D. Holinaty moved the Board move in-camera at 6:28 p.m.

**Carried Unanimously**

J. Willms moved the Board move to regular session at 7:25 p.m.  
**Carried Unanimously**



B. Martens moved the Personnel Committee (C. Needham, D. Holinaty, M. Harris) meet in the summer to review the Director's three month probation and are authorized to end the probation period, if appropriate. The Board will then ratify at the September 2016 Board meeting.  
**Carried Unanimously.**

**Date of Next Meeting**

The date of the next regular Board meeting will be June 8, 2016.

**Adjournment**

D. Heggie moved the meeting adjourn at 7:30 p.m.  
**Carried Unanimously**

		
Chairperson		Director