

Barons-Eureka-Warner Family & Community Support Services Minutes of Board Meeting – Wednesday, February 7, 2018

Attendance

Merrill Harris, Don Heggie, Margaret McCanna, Garth Bekkering, Joan Harker, Cynthia Papworth, Bill Chapman and staff members: Zakk Morrison, Evelyn Florence-Greene and Linda Hashizume.

Absent

Robert Horvath
Michelle Tarditi

Staff Attendance

Laura Devlin, Counselling Team Lead/Family Counsellor
Petra DeBow, Parent Program Manager

Call to Order

M. Harris called the meeting to order at 5:07 p.m.

Approval of Agenda

M. McCanna moved the Board approve the agenda as amended.

4b) Letter – M. Iwaasa

9b) Board Meals

Carried Unanimously

Minutes

D. Heggie moved the minutes of the December 6, 2017 regular FCSS Board meeting be approved as presented.

Carried Unanimously

Business Arising from Minutes

Signing Authority

G. Bekkering moved the Board authorize Administration to remove Milton Iwaasa and Tanie Reid-Walker from signing authority.

Carried Unanimously

J. Harker moved the Board authorize Administration to establish signing authority with two signatures being required for each cheque, as follows:

The Director (currently Zachary Morrison) and one of the following:

The Parent Program Manager (currently Petra DeBow) or

The Executive Assistant (currently Linda Hashizume) or

The Signatory (currently Eva Penner)

M.H.

Or in the absence of the Director, two of the following:
The Parent Program Manager (currently Petra DeBow) or
The Executive Assistant (currently Linda Hashizume) or
The Signatory (currently Eva Penner)

Carried Unanimously

Board Operating Guidelines Review Committee

M. Harris reported the Board Operating Guidelines Review Committee met in January.

The Board discussed the feedback provided by the Committee.

This item was tabled until the March 7, 2018 Board meeting.

Correspondence

The following correspondence was presented for information:

- a) Family and Community Support Services Association of Alberta (FCSSAA)
News – December 2017
- b) Letter from Milton Iwaasa

M. McCanna moved the Board receive the correspondence as presented for information.

Carried Unanimously

Reports

Director

Z. Morrison reviewed the Director's report.

Laura Devlin, Counselling Team Lead/Family Counsellor and Petra DeBow, Parent Program Manager introduced themselves.

Z. Morrison informed the Board Administration is in the process of updating the Human Resource policies. Z. Morrison will circulate the proposed Human Resource policies for review and discussion at the March 7, 2018 Board meeting.

The Board requested two copies of the updated Human Resource Policies: a copy with accepted changes, as well as a copy with track changes.

Z. Morrison discussed Emergency Support Services and how Family and Community Support Services can support our Municipalities.

J. Harker indicated she has a resource for Emergency Support Services. Z. Morrison will contact her for the information.

B. Chapman moved the Board direct Z. Morrison continue exploration of Emergency Support Services and submit a report to the Board identifying his recommendations.

Carried Unanimously

M.H

G. Bekkering moved the Board approve the Director's Report.
Carried Unanimously

Financial Report

Z. Morrison reviewed the Financial Report.

D. Heggie moved the Board approve the December 2017 Financial Report.
Carried Unanimously

Proposed 2018 Budget

Z. Morrison presented the Proposed Interim 2018 Budget.



**Barons-Eureka-Warner FCSS
Proposed Interim Budget 2018**

REVENUE

Provincial FCSS funding	1,428,896
Municipal Requisitions	377,423
Interest Income	10,000
Revenue Other	3,425
Parent Link	434,141
Early Childhood Mapping Grant - M.D. Taber/South County Warner	22,500
Early Childhood Mapping Grant - County of Lethbridge	22,500
Provincial PLC Liaison	35,519
TOTAL	2,334,403

EXPENDITURES

Program Support	360,071
- Community Development	25,000
Counselling	695,904
Senior's Wellness	115,208
Family School Liaison	62,942
Parenting Program	560,619
Parent Link	434,141
ECD Community Coalition Grant - M.D. Taber/South County Warner	22,500
ECD Community Coalition Grant - County of Lethbridge	22,500
Provincial PLC Liaison	35,519
TOTAL	\$2,334,403

M. McCanna moved the Board approve the Proposed Interim 2018 Budget as presented.

Carried Unanimously

M.H.

Report to Municipalities – October to December, 2017

The draft Barons-Eureka-Warner FCSS Report to Municipalities for October to December, 2017 was distributed with the agenda for information and approval.

C. Papworth moved the Board approve the October to December 2017 Report to Municipalities as presented and requested Administration to distribute the report to our Municipalities and Alberta Government funders.

Carried Unanimously

New Business

All Councils

The Board discussed the All-Councils meeting.

The All-Councils meeting is set for 6:00 pm, March 28, 2018 at Luigi's in Taber.

Carried Unanimously

Board Negotiation Committee

G. Bekkering moved the Board appoint Merrill Harris, Joan Harker, Margaret McCanna and Cynthia Papworth to the Board Negotiation Committee and Director Evaluation Committee for 2018.

Carried Unanimously

Linda Hashizume and Evelyn Florence-Greene left the meeting at 6:34 p.m.

Closed Session

G. Bekkering moved the Board move in-camera at 6:35 p.m.

Carried Unanimously

Laura Devlin and Petra DeBow left the meeting at 6:45 p.m.

M. McCanna moved the Board move to regular session at 7:05 p.m.

Carried Unanimously

J. Harker moved the Board approve the grid for the Parent Program Manager effective January 22, 2018 as presented.

Carried Unanimously

Date of Next Meeting

The date of the next regular Board meeting will be March 7, 2018 at 5:00 pm at the Coaldale Hub.

m. H

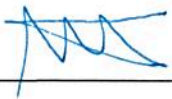
Adjournment

D. Heggie moved the meeting adjourn at 7:07 p.m.

Carried Unanimously



Chairperson



Director