

**Persons with Developmental Disabilities  
South Alberta Community Board Meeting**

Conference Room 3, 2<sup>nd</sup> Floor Lethbridge Centre Mall  
April 24, 2008, 11:00 a.m.

MINUTES

In attendance: Lorne Abells (Chair), Sylvain Bellefeuille (Vice-Chair), Sandy Annis, Jo-lee Godfrey, Joy Lawson, Leo VandenHeuvel, Tom Hopkins, Henry Heinen

PDD staff: Leigh Bremner (CEO), Heather Ries, Charlene Haley, Scott Wensmann, Nina Lommerts, Janet Rosentreter, and Shirley Warren (recorder)

Community partners: Ed Hinger (Executive Director, Rehabilitation Society of Southwestern Alberta), Sue Manery (Executive Director, Southern Alberta Community Living Association), Darren Bennett (Executive Director, Southern Alberta Society for the Handicapped), Heather Wiebe (Southern Alberta Individualized Planning Association), Sandra Magrath (Program Manager, Independent Counselling Enterprises Inc.), Dave Lawson (Executive Director, Lethbridge Association for Community Living), Winona Wagenaar and Connie Knoblich

**Guests and presenters:** Dave Adams (Executive Director, Lethbridge Family Services), Sharon Sproule (Vice-President, Lethbridge Family Services)

TOPIC	DISCUSSION/MOTION/ACTION
1. Call to Order	Lorne called the meeting to order at 11:15 a.m.
2. Welcome and Introductions	
3. Review and approval of agenda	<b>Motion 08-81:</b> Leo moved, seconded by Sylvain, approval of the agenda with one addition. Carried.
4. What is happening outside the PDD Boardroom?	<p>Presentation by Dave Adams, Executive Director, Lethbridge Family Services</p> <p>Lethbridge Family Services (LFS) is a large, private, not for profit agency in Lethbridge with a voluntary board of directors.</p> <p>LFS has been in existence for almost 100 years; staff is about 400 people; the agency serves about 5,000 people in Southern Alberta.</p> <p>The agency runs five distinct programs:</p> <ul style="list-style-type: none"> <li>• Counseling/Outreach</li> <li>• Home Services</li> <li>• DaCapo Program</li> <li>• Immigrant Services Program - New Canadians</li> <li>• Administration of LFS</li> </ul> <p>Accreditation and certification are major accomplishments of LFS; the agency is accredited with COA from New York City.</p>

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	<p>Dave indicated the greatest challenge for the agency is the human resources crisis, particularly for Home Services and DaCapo. This is impacting the quality of service.</p> <p>Dave Lawson asked about the counseling service reaching into the schools in Lethbridge School District 51 (bullying in schools program is called Building Bridges). LFS conducts the program and also does the related counseling services.</p> <p>Next year LFS is expanding into Holy Spirit School Division. The program does not duplicate or replace the school's own program on bullying.</p> <p>In the DaCapo program, the focus is to have people live independently, regardless of their disability. DaCapo has five different areas: seniors, level 1, 2, 3 and the brain injured component.</p> <p>Lorne invited Sarah Amies and Trevor Brown to address the Board about their experience at the Simon Wiesenthal Centre in Los Angeles where they participated in racism and discrimination training.</p> <p>As the government and employers are looking toward immigration to help fill the shortage in the workforce, LFS is helping to get the degrees of New Canadians recognized.</p> <p>Presentation by Heather Wiebe, representing South Region Self Advocacy Network (SRSAN):</p> <p>The SAW group (Self Advocates are Winners) compiled a DVD of photos which illustrated what self-advocates are thankful for and what creates barriers for them in the community.</p> <p>Lorne thanked Heather and SAW for bringing the DVD that illustrates the themes that the Board is taking to City Council.</p>
<p>5. Review and approval of minutes of February 28, 2008</p>	<p><b>Motion 08-82:</b> Jo-lee moved, seconded by Leo, to approve the closed meeting minutes of February 28, 2008. Carried.</p> <p><b>Motion 08-83:</b> Leo moved, seconded by Sandy, to approve the regular minutes of February 28, 2008. Carried.</p>
<p>6. Business arising from the minutes</p>	

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<p>7. What is PDD doing in the South Region and across the Province?</p>	<p>Chairperson's Report</p> <p>The Council of Chairs met with the new Minister; it was a very positive meeting. Lorne spoke about the successes of Taber Special Needs to the Minister.</p> <p>At the Council of Chairs meeting, there was a presentation by Wendy McDonald, President of Alberta Association for Community Living (AACL). Her organization favors funding models that give power to families, i.e. easily managed family supports.</p> <p>The Board Governance Symposium will be September 24, 25, 2008.</p> <p>Letters have been sent to MLA's inviting them to Board meetings.</p> <p>Letters have been sent to City Council of Medicine Hat requesting time to make a presentation.</p> <p>In Lethbridge the City Council presentations will be May 26 and June 9. Lorne thanked Sue for the very helpful information she prepared. Tom offered to help with the written brief for Council. There will be slides.</p> <p>Funding Allocation Model process is at the impact analysis stage. The Council of Chairs is now studying the recommendations of the KPMG consultants.</p> <p>CEO Report</p> <p>Leigh spoke to her written report. A copy is available upon request.</p> <ul style="list-style-type: none"> <li>• Leigh now represents PDD South on the City of Lethbridge Social Housing in Action Leaders Council.</li> <li>• PDD South has been participating with AISH in a pilot project in Medicine Hat and the Crownsnest Pass to try to integrate functions so families don't have to share information more than once.</li> <li>• The PDD South Management team is starting to work on the strategic plan for the next three years; this plan will complement the Board's Business Plan.</li> </ul>
<p>8. Committee Reports</p>	<p><u>Liaison and Community Governance Committee</u></p> <p>The Liaison Committee met April 4. The membership of the Committee was reviewed.</p> <p><b>Motion 08-84:</b> Sandy moved, seconded by Leo, that Anne Kish be appointed as a member at large. Also, that Wayne Vossler be appointed to represent the service sector. Carried.</p>

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	<ul style="list-style-type: none"> <li>• Sharon Rowntree will now be the family member representative on the Committee.</li> <li>• The Rotary Employment Project is doing well in Lethbridge.</li> <li>• A meeting with the Chair and CEO from Chinook Health Authority is being planned.</li> </ul> <p><b>Motion 08-85:</b> Joy moved to accept a recommendation from the committee for the recipient of the Sharon Rowntree Leadership Award, seconded by Tom. Carried.</p> <p><u>Audit Committee</u></p> <ul style="list-style-type: none"> <li>• The unaudited year end financials have been completed.</li> <li>• Friday, June 13, 2008 at 10:30 a.m. is set for the Audit Exit Meeting.</li> </ul> <p><u>Policy Review Committee</u></p> <p><b>Motion 08-86:</b> Henry moved a motion to accept the Provincial Core Governance Policies and Guidelines finalized by the province February 28<sup>th</sup> seconded by Jo-lee. Carried.</p> <ul style="list-style-type: none"> <li>• The regional policies currently in existence will be discussed at a future meeting.</li> </ul> <p><u>Board Evaluation Committee</u></p> <ul style="list-style-type: none"> <li>• Board members are asked to hand in the self-evaluation to Lorne.</li> <li>• The Board evaluation will be done at the next board meeting.</li> </ul> <p><u>Risk Assessment Committee</u></p> <ul style="list-style-type: none"> <li>• Risk Assessment Committee met April 7.</li> <li>• They are trying to define the scope of the Committee and how it would impact on all the stakeholders.</li> <li>• They are waiting for direction from the province.</li> <li>• Leo requested time at the Board retreat to present the roadmap.</li> </ul> <p><u>Dispute Resolution Committee</u></p> <ul style="list-style-type: none"> <li>• Lorne read the terms of reference for the Dispute Resolution Committee.</li> <li>• The Committee has no power to overrule a staff member's decision; only the Provincial Committee can do this.</li> </ul>

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	<p><b>Motion 08-87:</b> Leo moved, seconded by Jo-lee, to adopt the terms of reference. Carried.</p> <p><u>CEO Evaluation Committee</u></p> <p>Henry spoke to the updated terms of reference.</p> <p><b>Motion 08-88:</b> Henry moved to adopt the new terms of reference for the ad-hoc CEO Evaluation Committee. Seconded by Sandy. Carried.</p> <p>The Committee will follow the government's evaluation form.</p> <p><b>Motion 08-89:</b> Henry moved the CEO Evaluation Committee be disbanded, seconded by Tom. Carried.</p> <p><u>Task Force on Community Engagement</u></p> <ul style="list-style-type: none"> <li>• Tom reported the task force finished two workshops last week. Approximately 35 families were heard.</li> <li>• Two questions were asked: What do you think your child wants? What do you want?</li> <li>• The information has been compiled.</li> <li>• There are three other processes to go through.</li> <li>• Tom hopes to have all information completed by the end of June.</li> <li>• The Committee will come back to each group.</li> <li>• Common themes are starting to appear.</li> <li>• The Board will discuss this information at the August retreat.</li> <li>• Sylvain and Lorne commended Tom for his facilitation skills.</li> </ul> <p><u>Retreat Planning Committee</u></p> <ul style="list-style-type: none"> <li>• Tom and Joy met to make preliminary arrangements.</li> <li>• They have set August 21 and 22 as the dates.</li> <li>• Waterton Lakes Lodge is the venue.</li> <li>• The Board will be meeting in the United Church Hall.</li> </ul> <p><u>Communications Committee</u></p> <ul style="list-style-type: none"> <li>• Work will commence next month.</li> </ul>
9. Finance Report	<p>Monthly Financial Report up to March 31, 2008 – Heather Ries</p> <p>Heather outlined the circumstances that created the surplus of \$1,185,000 for this region:</p> <ul style="list-style-type: none"> <li>• Nine individuals came from Michener during the last fiscal year; the funding came on March 31, 2008 (\$417,000).</li> </ul>

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	<ul style="list-style-type: none"> <li>• There were savings from the Achieving Better Outcomes Initiatives (ABOI).</li> <li>• PDD South was expecting new individuals to come on February and March. They didn't come on.</li> <li>• There were savings from PDD Manpower and Board Governance.</li> </ul> <p>Last year PDD expended \$24 million to attract and retain staff. For 2009/2010, another \$21 million is set aside to attract and retain staff.</p>
10. Board Member Reports	<p>Henry reported on the "Reclaiming Youth Conference". The keynote speaker was Dr. Martin Broken Leg.</p> <p>On April 15, Henry attended a conference with Dr. Unger as keynote speaker. His talk was called "Too Safe for their own Good" in which he referred to circumstances where youth are protected from making decisions.</p> <p>On April 9, Henry attended the meeting of SRSAN. Everyone who attended wrote a letter to the Minister. Henry represented Leigh at the meeting. Next meeting is September 10.</p> <p>Henry also attended an April 10 fundraiser for homes for youth.</p> <p>Sandy has been involved with the following committees: Risk Assessment Liaison and Community Governance Sharon Rowntree Leadership Award</p>
10. What are our Partners doing?	<p><u>Family Voices/Lethbridge Association for Community Living</u></p> <ul style="list-style-type: none"> <li>• Tina Fowler gave the update for Family Voices/LACL.</li> <li>• May 23, 24 are dates for the Wills and Estate Seminar.</li> <li>• April 29 is the date for the Tim Loreman presentation.</li> <li>• Family Voices is meeting tonight, April 24.</li> </ul> <p><u>South Region Self Advocacy Network (SRSAN)/Southern Alberta Individualized Planning Association</u></p> <ul style="list-style-type: none"> <li>• On April 9, 59 people attended the SRSAN meeting.</li> <li>• June 11, 12 2008 is set for a retreat in Lethbridge where they will draft vision and mission statements and do planning for the next year's meetings.</li> <li>• The Conference Planning Committee (for October 17, 2008) will start planning in May.</li> <li>• On April 26 there will be a floor hockey tournament fundraiser at the Enmax Centre.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Heather Wiebe reported for Southern Alberta Individualized Planning Association (SAIPA).</li> <li>• The SAIPA Board is considering a retreat process.</li> <li>• They are looking at the possibility of expanding into Children's Services.</li> <li>• Lorne invited their Board to make a presentation to this Board.</li> </ul> <p><u>Southern Alberta Disability Action Team</u></p> <p>May 15 is the next date for the Southern Alberta Disability Action Team (SADAT).</p> <p><u>Service Provider Council</u></p> <p>Ed Hinger reported:</p> <ul style="list-style-type: none"> <li>• The AGM and Planning Retreat will be in October in Waterton; they have invited the Minister.</li> <li>• The Council is now more process oriented.</li> <li>• They are planning to present the economic impact of this service sector on the region to the municipal government.</li> <li>• Communication committee lead is Judy Coe; website is not yet up and running.</li> </ul> <p>Darren Bennett reported:</p> <ul style="list-style-type: none"> <li>• Human Resources Committee went to a conference in Edmonton.</li> <li>• Darren, Sue, and Erin attended a conference of the Workforce 2010 Council.</li> <li>• Vision statement was adopted.</li> <li>• This region will meet to discuss the conference summary.</li> <li>• ACDS is tying together the work of the regions.</li> <li>• PDD assisted with the hiring of an events coordinator.</li> <li>• Finance organization committee is led by Krista Staples.</li> </ul> <p>Ed reported on April 29 at 11:30 a.m. the Rehab will have a celebration of all the individuals who do volunteer work in the community. The media will be in attendance. If any PDD Board members would like to be present, this function will be at the northside location.</p> <p>Ed promoted the recent newsletter from the Rehab self-advocates who have a theatre group.</p> <p><u>South Region Board Chairs Council</u></p> <p>Karen Chipman sends her regrets for today's meeting.</p>

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<p>11. What is happening in our communities? (Upcoming Events)</p>	<p>Alberta Council of Disability Services (ACDS) Annual Conference – April 30, May 1 and 2, 2008 in Edmonton</p> <ul style="list-style-type: none"> <li>• Sandy and Leo will attend as delegates from this Board.</li> </ul> <p>Lethbridge Association for Community Living – Annual Dinner Dance/Auction – May 10, Lethbridge Lodge Hotel</p> <p>CORE is holding their second annual celebration at the Esplanade in Medicine Hat on April 27; there will be art for sale.</p> <p>Next Board meeting is at the Crowsnest Learning Centre in Blairmore on May 22, 2008.</p> <ul style="list-style-type: none"> <li>• A few Board members will tour at the Crowsnest Community Support Society in Coleman at 10:00 a.m.</li> <li>• Lorne asked Board members to arrive at the Crowsnest Learning Centre at 11:00 a.m. The public meeting will begin at 12:00 noon.</li> </ul> <p>Sue announced that Southern Alberta Community Living Association will hold a function on June 18 at the City of Lethbridge to thank the contractors who do work for SACLA.</p> <p>Also, SACL will hold a function for staff on June 27 at the University at Andy's place. The theme is "The more you play, the more you stay".</p>
<p>12. Motion to Adjourn</p>	<p>Jo-lee moved adjournment at 2:30 p.m.</p>

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Date of Approval

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Lorne Abells, Board Chair

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Shirley Warren, Recorder