

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

DRAFT

Medicine Hat Provincial Building
Conference Room 2A, 2nd Floor
June 26, 2008, 12:00 noon

MINUTES

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

PDD staff: Leigh Bremner (CEO) and Shirley Warren (Recorder)

Other PDD staff and community partners: Dave Lawson, Lethbridge Association for Community Living, Rosemarie Kat, representing South Region Self Advocacy Network, Dee Wagner, Caitlyn Wagner, Carrie Klatt

Guests and presenters: Wayne Vossler, Manager, CORE Association, Aaron Bruneman and Jenny Jensen, staff of CORE Association

TOPIC	DISCUSSION/MOTION/ACTION
1. Call to Order	Lorne called the meeting to order at 12:45 p.m.
2. Welcome and Introductions	Lorne expressed his thanks to Dee Wagner for her involvement with PDD.
3. Review and approval of agenda	Motion 08-97: Leo moved, seconded by Sharon, approval of the agenda. Carried.
4. What is happening outside the PDD Boardroom?	<i>Presentation by Wayne Vossler, CORE Association</i> Lorne expressed his thanks for today's tour of CORE, which Wayne arranged for Board members. Wayne gave an update from CORE: <ul style="list-style-type: none"> • CORE is a non-profit board that provides adult and children's services for individuals with developmental disabilities. • CORE started 54 years ago. • CORE board is a governance board and not operational, similar to the PDD South Board. • The membership affirms a belief. Every individual has a right to live and work in the community. • Wayne brought greetings on behalf of Rita Bessant, Executive Director, who could not be at the table today. • CORE supports the work of the PDD South Board to have dialogue and work with other Ministries. • CORE thanked Leigh Bremner for her work with Child and Family Services with the complex needs initiative for children. CORE is also involved in that initiative.

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	<ul style="list-style-type: none"> • CORE was instrumental in the forming of Parent Links in the City of Medicine Hat. • CORE sits on the Dual Diagnosis Committee with Palliser Health and PDD. • CORE supports about 150 individuals. <p>Wayne respectfully requested that PDD respect CORE's advocacy and lobbying efforts.</p> <p>Lorne indicated it is important to the PDD South Board to have healthy relationships with all agencies and stakeholders. PDD South wants to hear from CORE.</p>
5. Review and approval of minutes of May 22, 2008 and June 13, 2008	<p>Motion 08-98: Leo moved, seconded by Jo-lee, approval of the minutes of May 22, 2008 with one correction. Carried.</p> <p>Motion 08-99: Leo moved, seconded by Joy, approval of the closed meeting minutes of May 22, 2008. Carried.</p> <p>Motion 08-100: Jo-lee moved, seconded by Leo, approval of the meetings of the special board meeting of June 13, 2008. Carried.</p> <p>Motion 08-101: Sandy moved, seconded by Henry, approval of the closed meeting minutes of June 13, 2008. Carried.</p>
6. Business arising from the minutes	
7. What is PDD doing in the South Region and across the Province?	<p><u>Chairperson's Report</u></p> <p>Lorne thanked the committee members of the Sharon Rowntree Family Leadership Award, Sandy, Joy, and Brent Hanna.</p> <p>Lorne attended the May 26 and June 9 City of Lethbridge presentations.</p> <p>On May 26 City Council asked for an inventory of what is happening to promote inclusion of people with developmental disabilities in the City of Lethbridge. They asked Administration to compile the inventory.</p> <p>On June 9 the City of Lethbridge will consider to include a Community Inclusion Coordinator position in the 2009/2011 budget.</p> <p>On June 2, Lorne, Leigh, and Krista Staples hosted Minister Mary Anne Jablonski and Deputy Minister Tim Wiles at Taber Special Needs Society.</p>

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	<p>Krista was very supported by parents, individuals, and board members of her agency.</p> <p>Next Council of Chairs meeting is July 9. The allocation model and cross-ministry initiatives are on the agenda.</p> <p><u>CEO Report</u></p> <p>Leigh thanked Sylvain for his enthusiasm in the City of Medicine Hat Council presentation. Leigh spoke to her written report. A copy is available upon request.</p> <p>There was discussion regarding the upcoming community agency wage increase, eligibility, the formal Appeal process, and the PDD South 2008/2009 budget approach.</p> <p><u>Liaison and Community Governance Committee</u></p> <p>No meeting in June.</p> <p><u>Southwest Alberta Governance Council</u></p> <p>The letterhead has all the logos of the parties to the Agreement on it. Letters were mailed to five Ministers requesting a contribution to host a fall symposium. A letter was mailed to Jack Ady of the new Alberta Health Services Board to say the Governance Council would value a representative of Health at the table.</p> <p>Strategic direction planning day. October 17. The plan is to have City Council members, everyone from the respective boards together for a strategic planning session.</p> <p>Because board members will rotate on this Governance Council it is important that everyone has a common understanding of the purpose of the Governance Council. The facilitator of the symposium is the President of Olds College, Dr. Tom Thompson.</p> <p><u>Committee Reports</u></p> <p><i>Executive Committee</i></p> <p>Lorne expressed his thanks to Sylvain for being the Vice-Chair of this Board. The term is now over. Consensus of the Board was to leave it to Lorne's discretion to appoint a Vice-Chair.</p> <p>Motion 08-102: Henry moved, seconded by Leo, that Tom Hopkins serve as the Vice-Chair for the next year. Carried.</p>

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	<p><i>Audit Committee</i></p> <p>Leo reported that outstanding audit issues have been addressed. Concerns will be resolved by this time next year. Lorne thanked Leo for a successful year as Chair of the Audit Committee.</p> <p><i>Policy Review Committee</i></p> <p>The Committee will meet to conclude the revision of the bylaws and the policies to coincide with the Core Governance Policies and Guidelines adopted in February 2008.</p> <p><i>Board Evaluation Committee</i></p> <p>The work has been concluded for 2007/2008 fiscal year.</p> <p><i>Risk Assessment Committee</i></p> <p>The risk assessment committee will meet the first week in July to prepare information for the board retreat. It was decided to defer the terms of reference. Leo met with Jim Menzies after the Audit Exit Conference. Everyone is not sure of the scope of the committee.</p> <p><i>Dispute Resolution Committee</i></p> <p>There will be an admin review first prior to convening the Dispute Resolution Committee.</p> <p><i>Task Force on Community Engagement</i></p> <p>Tom has completed the wants and needs analysis. Several stakeholders had input. Self-advocates did an outstanding job of the exercise. Tom is currently compiling the information. Sandy has volunteered to help with the compiling of the information. Tom will be letting the participants know what the results show.</p> <p><i>Retreat Planning Committee</i></p> <p>The Committee will be meeting July 8 with the facilitator and the technical writer. The dates for the retreat are August 21 and 22.</p> <p><i>Communications Planning Committee</i></p> <p>Sylvain reported the Committee met June 20. The Committee made minor adjustments to the terms of reference.</p>

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	<p>Cheryl Dick has offered expertise on the corporate sector's communications. There is some funding to permit the communications plan to evolve.</p>
8. Finance Report	<p>Monthly Financial Report up to May 31, 2008 – Leigh Bremner, CEO</p> <p>Current 2008/2009 forecast is \$61,177,000. PDD South is forecasting a balanced budget. Leigh has heard some encouraging comments that agencies do have some staffing resources. April and May have been very busy relative to funding requests. PDD South has implemented an internal Funding Approval Committee. There is mounting pressure as no region can have a waiting list. For 2007/2008 the net position for PDD South was 19 new people. Leo asked to please let him know before the next Audit Committee meeting if there are any tight pressures.</p>
9. Board Member Reports	<p>Henry attended the Lethbridge Association for Community Living (LACL) fundraising dinner. He attended the April 9 self-advocate meeting at which everyone wrote letters to the Minister; everyone got a reply letter from the Minister. Henry will be the official designate to the September meeting in the Crowsnest Pass.</p> <p>At the Bob Ward Housing Project, there is a tribute in memory of Jerry Hoglund.</p> <p>Sandy Annis attended the recent Family Voices meeting.</p> <p>Sharon Rowntree reported that she is thankful to live in Alberta and have services in Alberta after a recent vacation experience.</p> <p>Tom Hopkins attended the recent Rehabilitation Society of Southwest Alberta celebration for employers. The success stories were powerful.</p>
10. What are our partners doing?	<p><u>Family Voices/Lethbridge Association for Community Living</u></p> <ul style="list-style-type: none"> • Dave reported he appreciated being involved in the Minister's stakeholder engagement session to have input what would be important to individuals and families. • He expressed concern about the ability of service providers to stop services for complex needs. LACL

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	<p>would like to see a transition period.</p> <ul style="list-style-type: none"> • Dave offered to support families who have to go through a formal Appeal. • \$16,000 was raised at the dinner dance fundraiser in May. • Regarding the Planned Life Advocacy Network (PLAN), they have noticed the relationships tend to fade away after graduation. • LACL works at planting the seeds for PLAN. • On July 11 there is a Potluck Picnic and volunteer appreciation evening at the Kiwanis picnic shelter at 5:30 p.m. • On October 18 at Medicine Hat Lodge, LACL will sponsor the Parents and Guardians Conference. <p><u>South Region Self Advocacy Network (SRSAN)/Southern Alberta Individualized Planning Association</u></p> <ul style="list-style-type: none"> • Rosemarie Kat gave the SRSAN report using her sound board. • She also had a written report available for board members. <p><u>Southern Alberta Disability Action Team</u></p> <p>No report.</p> <p><u>Service Provider Council</u></p> <ul style="list-style-type: none"> • Aaron Breneman reported he is on the Human Resource Committee with Darren Bennett and Sue Manery. • PDD had funded them to go to a session sponsored by Workforce 2010. • He attended a meeting with Maureen Murphy-Black at the Alberta Council of Disability Services (ACDS). • PDD supports the work around bench-marking positions. Leigh would like to know about other human resource initiatives. <p><u>South Region Board Chairs Council</u></p> <ul style="list-style-type: none"> • Lorne and Leigh made a presentation to the Board Chairs Council on the role of the Community Board. <p>Also, Tom and Leigh facilitated focus groups in Lethbridge and Medicine Hat with representatives of the stakeholder groups in order to create innovative ideas given the prevailing labour market situation. Each group had a working template to fill in.</p> <p>Tom and Leigh will be writing a report for the Minister. The initiative is about creating a culture to look at things differently</p>

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	and try new things.
11. What is happening in our communities? (Upcoming Events)	On July 24, 2008 SASH will be holding an anniversary celebration.
12. Board Retreat: Thursday and Friday, August 21 and 22, Ramada Hotel, Lethbridge	
13. Motion to adjourn	Jo-lee moved the meeting be adjourned at 3:05 p.m.

Date of Approval

Lorne Abells, Board Chair

Shirley Warren, Recorder