

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

Crowsnest Learning Centre, Crowsnest Pass
May 22, 2008, 1:00 p.m.

MINUTES

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

PDD staff: Leigh Bremner (CEO), Von Alexander (Acting Finance Manager), and Shirley Warren (recorder)

Guests: Donna VanBuskirk, Executive Director, Crowsnest Community Support Society, James Woodall, Allison Johnson, Darcy Makin, George Mestinsek, Kathleen Willard, Colleen Ross, Ray Remington, Terri Putnam, Sandy Dececco, Marilyn Ogilvie, Dave Lawson, Executive Director, Lethbridge Association for Community Living

Motion 08-90: Leo moved to move out of the closed session, seconded by Jo-lee. Carried.

Motion 08-91: Jo-lee moved to approve the Board Evaluation document as presented, seconded by Sandy. Carried.

TOPIC	DISCUSSION/MOTION/ACTION
1. Call to Order	Lorne called the meeting to order at 1:10 p.m.
2. Welcome and Introductions	
3. Review and approval of agenda	Motion 08-92: Leo moved approval of the agenda, seconded by Tom. Carried.
4. What is happening outside the PDD Boardroom?	<i>Presentation by Donna VanBuskirk, Crowsnest Community Support Society</i> <ul style="list-style-type: none"> • Staffing shortages have been major challenge over the last couple of years. • Individuals here have regular lives, regular life events. • The community supports the individuals, i.e. weddings. • The individuals think it is important to give back to the community. • The agency extends the use of their facilities, i.e. the annual Christmas staff gathering with Donna's agency is extended to some of the businesses who support the agency. • Housing is a concern for some individuals. • The agency has taken the initiative on several occasions to obtain homes for individuals.

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	<ul style="list-style-type: none"> • Transportation is biggest challenge. • Aging individuals have more medical appointments. • There are changes in the community as it becomes a weekender community, retirement community. • A Board member asked if the agency has gone to the municipal council regarding the transportation problem. • Yes, however, the bus system is being used more and more by seniors and is less available to individuals. • There was discussion of council possibly subsidizing taxis when the bus service ends at night.
5. Review and approval of minutes of April 24, 2008	<p>Motion 08-93: Leo moved approval of the minutes of April 24, 2008, seconded by Sandy. 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>The Board will be presenting to City Council on May 26 at 2:30 p.m. Come before hand to support PDD's presentation.</p> <p>The Board will present again on June 9 to ask Council to include in their budget a position in the City of Lethbridge called Inclusion Coordinator.</p> <p>The Board sent letters to MLA's to invite them to a Board meeting, and has received replies from MLA Arno Doersken and MLA Greg Weadick.</p> <p>The Board received a card of thanks from Robert and Barbara Nish, recipients of the Sharon Rowntree Family Leadership Award.</p> <p>The Board will present June 23, 6:30 p.m. to the City of Medicine Hat.</p> <p>Lorne and Leigh met with the South Region Board Chairs Council last night, and made a presentation on the governance structure.</p> <p>The best way to solve the issue of wages, recruitment and retention, is a collaborative way involving all the stakeholders.</p> <p><u>CEO Report</u></p> <p>Leigh spoke to her written report (a copy is available upon request).</p>

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	<p><u>Liaison and Community Governance Committee</u></p> <p>Sylvain reported from the meeting of May 2. Two new members have joined the committee: Anne Kish and Wayne Vossler.</p> <p>Motion 08-94: Sylvain moved to accept the revised Terms of Reference for the Liaison and Community Governance Committee, seconded by Jo-lee. Carried.</p> <p><u>Committee Reports</u></p> <p><i>Executive Committee</i></p> <p>Tom will be on provincial committee to address the PDD mission and core businesses.</p> <p><i>Audit Committee</i></p> <p>Leo met with BDO Dunwoody. Audit Exit Conference meeting is June 13.</p> <p>Motion 08-95: Leo moved to call the special meeting of the Board for June 13, seconded by Sandy. Carried.</p> <p><i>Policy Review Committee</i></p> <p>The committee is working on regional bylaws that are consistent with Core Governance Policies.</p> <p><i>Board Evaluation Committee</i></p> <p>Information has been compiled and brought forward.</p> <p><i>Risk Assessment Committee</i></p> <p>There will be discussion of risk assessment at the Board Retreat.</p> <p>Donna commented that the Alberta Council of Disability Services (ACDS) is also looking at risk management from a service provider perspective.</p> <p><i>Dispute Resolution Committee</i></p> <p>Terms of Reference were revised and distributed.</p> <p>There are two levels of review: The CEO reviews. If it is deemed helpful and appropriate, the Chair will convene a panel.</p>

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	<p>The Appeal Secretariat is the formal appeal mechanism. Families may bypass the Dispute Resolution Panel.</p> <p><i>Task Force on Community Engagement</i></p> <p>Tom Hopkins is using the tool called the wheel of life with all the stakeholder groups. He will be meeting with frontline staff in Lethbridge and Medicine Hat. He plans to cross reference the information; use the information in planning and strategy sessions.</p> <p><i>Retreat Planning Committee</i></p> <p>The Board Retreat will be August 21 and 22 in Lethbridge. Topics will be risk analysis and information from wheel of life. There will be action steps formulated.</p> <p><i>Communications Committee</i></p> <p>Board members are asked to review terms of reference and give feedback.</p>
8. Finance Report	<p>Monthly Financial Report up to April 30, 2008 – Von Alexander</p> <ul style="list-style-type: none"> • The proposed PDD South 2008/2009 budget of \$61,169,000 is yet to be approved. • This is very early in the fiscal year to indicate a spending projection. • “Supports to delivery system” line item includes all PDD administration and agency administration.
10. Board Member Reports	<p>Sandy attended the Family Voices meeting and the ACDS Conference.</p> <p>Sylvain attended the CORE celebration; about 400 people came.</p> <p>Leo attended the ACDS conference. He wrote a report for the Board members.</p> <p>Joy attended the Rehabilitation Society volunteer recognition awards and the LACL Dinner Dance.</p> <p>Joy reported on the Sharon Rowntree Family Leadership Award. In addition to Robert and Barbara Nish, there were two other nominees: Mary and Martin Hyder and Ruth Juhas Forsythe. The committee will meet and make a recommendation to the Board about how to proceed next year.</p>

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9. What are our Partners doing?	<p><u>Family Voices/Lethbridge Association for Community Living</u></p> <p>Dave Lawson reported 350 people attended the dinner/dance. The agency was pleased to host the Sharon Rowntree Family Leadership Award. Betty Grigg Inclusive Education Award was awarded to Gerry Probe School. LACL purchased their building. LACL hosted Tim Loreman and Colin Saby who spoke on Inclusive Education. Dave has received some good feedback from smaller communities that indicates the PDD South Board is having a positive effect.</p> <p><u>South Region Self Advocacy Network (SRSAN)/Southern Alberta Individualized Planning Association</u></p> <p>Ray reported the SRSAN Retreat will be June 5 and 6. The Leadership Today AGM will be June 24 in Edmonton. SRSAN will meet in the Crowsnest Pass on September 10. Ray asked if the new Board members would be interested in viewing the video of the Self-Advocate Summit that was held in Edmonton. Yes, they would like to see it.</p> <p><u>Southern Alberta Disability Action Team</u></p> <p>The team designated two people to attend PDD meetings: Ron Burr or Geoff Meyering. Tom will assist the group to set priorities.</p> <p><u>Service Provider Council</u></p> <p>Donna reported:</p> <ul style="list-style-type: none"> • There is an educational opportunity for front line staff in September. • The Council reviewed workforce classifications with the mentors from ACDS. • The ACDS Community Foundations courses will be mandatory. • The Financial Restructuring Committee is compiling information that will be used for standardized cost per code. • The Service Provider Council is presently very active, accomplishing a lot.
10. What is happening in our communities? (Upcoming Events)	Family Voices will meet May 29, 2008 at LACL at 7:00 p.m.
11. Motion to Adjourn	Jo-lee moved motion to adjourn at 4:00 p.m.

TOPIC	DISCUSSION/MOTION/ACTION
12. Next meeting	Thursday, June 26, 2008, CORE Association in Medicine Hat, 412 – 3 Street SE

Date of Approval

Lorne Abells, Board Chair

Shirley Warren, Recorder