

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

Lethbridge PDD Boardroom  
February 28, 2008, 11:00 a.m.

MINUTES

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

PDD staff: Leigh Bremner (CEO), Maureen Horvath, and Shirley Warren (recorder)

Community partners: Sandra Magrath (Independent Counselling Enterprises), Sue Manery (Southern Alberta Community Living Association), Darren Bennett (Southern Alberta Society for the Handicapped), Ed Hinger (Rehabilitation Society of Southwestern Alberta), Karen Chipman, (Board Chair, Southern Alberta Society for the Handicapped), Dave Lawson (Lethbridge Association for Community Living)

**Guests and presenters:** Barbara Nish (Alberta Association for Community Living Community Navigator Project)

TOPIC	DISCUSSION/MOTION/ACTION
1. Call to Order	Lorne called the meeting to order at 11:10 a.m.
2. Welcome and Introductions	
3. Review and approval of agenda	<b>Motion 08-69:</b> Henry moved approval of the agenda, Sandy seconded. Carried.
4. What is happening outside the PDD Boardroom?	<p><i>"Achieving Better Outcomes"</i> <i>Presentation by Barbara Nish</i></p> <ul style="list-style-type: none"> <li>▪ The project staff ("Community Navigators") will meet with families to identify where they need support and where access to a generic community support is feasible.</li> <li>▪ The Community Navigators will assist the family in making those connections, i.e. parent support groups.</li> <li>▪ Kathie Carlson has been hired to be the Lethbridge Community Navigator.</li> <li>▪ Scope is that Navigators will meet with 40 families; some individuals are in the system currently; some are 16 or 17 years of age.</li> <li>▪ Many people have learned that staff don't have to accompany individuals to church or other community functions.</li> <li>▪ The Steering Committee in Calgary has drafted terms of reference.</li> <li>▪ One concern is that Community Navigators cannot determine eligibility for PDD supports.</li> </ul>

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	<ul style="list-style-type: none"> <li>▪ Community Navigators will be meeting with PDD to discuss parameters around PDD eligibility criteria.</li> <li>▪ Navigator project provides a more in depth range of choices rather than the government service menu.</li> <li>▪ Project will run until March 31, 2009.</li> </ul> <p><i>PDD South Region Business Plan 2008-11 Presentation</i></p> <p>Leigh made a presentation of the South Region business plan using powerpoint.</p> <p>Following the presentation there was discussion.</p> <ul style="list-style-type: none"> <li>▪ Ed Hinger inquired as to whether there was a PDD strategy to work with other ministries.</li> <li>▪ Leigh indicated there are opportunities for other initiatives through the Liaison and Community Governance Committee; submit ideas through the service provider representative, Paige McCann-Sauter.</li> <li>▪ Sue Manery inquired as to the role of PDD in the Southern Alberta Disability Action Team, specifically the coordination of the public awareness campaign.</li> <li>▪ Leigh indicated that PDD has been focusing on the social marketing aspect; PDD has been showing leadership by bringing people together to discuss the need for change, as in the “Leading the Change” symposium.</li> </ul> <p><b>Motion 08-70:</b> Jo-lee moved, seconded by Sandy, approval of the 2008 – 2011 South Alberta Community Board Business Plan. Carried.</p>
5. Review and approval of minutes of January 24, 2008	<b>Motion 08-71:</b> Sandy moved approval of the minutes with one addition, seconded by Jo-lee. Carried.
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>Update from the Council of Chairs Meeting March 4: New Funding Allocation Model was reviewed at the meeting, and is in the final stages of approval.</p> <p>Lorne will be meeting with PDD South staff to talk about the role of the Community Board and the relationship to the CEO next week.</p> <p>Lorne will also speak to the service providers about the role of the Community Board.</p> <p>Lorne had a meeting with Mayor Bob Tarleck regarding a presentation to City Council by the Liaison and Community Governance Committee in the near future. Mayor Tarleck asked for list of specific barriers.</p>

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	<p>Interviews for one new Board member will be held March 12 and 13.</p> <p><u>CEO Report</u></p> <p>Leigh presented her CEO Report to February 28, 2008. (A copy is available upon request).  PDD South now has the capacity to annualize the one time grant that was given before Christmas effective for April 1 contracts.  The provincial work on the contract template is separate and apart from this decision.</p> <p><u>Liaison and Community Governance Committee</u></p> <p>The monthly Committee meeting was held on February 1. Sharon Rowntree attended for the first time.  Barbara Nish resigned as a service provider representative.  Southwest Alberta Governors Council will meet on April 2.  At the Liaison Committee meeting, the members discussed public awareness billboards.  Lorne will write a letter to stakeholders who met on January 11 for the business planning session to request feedback in point form.</p> <p><u>Committee Reports</u></p> <p><i>Policy Review Committee</i></p> <p>February 25 was the first meeting of this committee. Lorne, Henry, and Leigh met.  The new terms of reference were distributed to the board members.  The committee will be looking at all the South Board Policies and will also be drafting a communications policy.  In the interim, phone calls to Board members should be referred to the Board Chair.  The next meeting will be Friday February 29 at 10:00 a.m.</p> <p><b>Motion 08-72:</b> Henry moved, seconded by Joy, approval of the terms of reference. Carried.</p> <p><i>Board Evaluation Committee</i></p> <p>Jo-lee will present terms of reference at the next Board meeting.  The Council of Chairs developed the form for the Board Evaluation.</p> <p><i>Dispute Resolution Committee</i></p> <p>There will be a telephone conference on March 17 at 9:00 a.m. regarding the process development.</p>

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	<p><i>CEO Evaluation Committee</i></p> <p>This committee will meet March 7 at 1:00 p.m. They are presently reviewing the board questionnaires. March 11 will be the final meeting of the committee to make a recommendation at the next Board meeting.</p> <p><i>Task Force on Community Engagement</i></p> <p>The task force will be meeting with Tom on March 17 or 28. Family members and service providers meetings will be held in the new fiscal year.</p>
8. Finance Report	<p>Monthly Financial Report up to January 31, 2008 – Maureen Horvath</p> <p>PDD South is forecasting an additional two new individuals per month. Net increase of 43 individuals, 22 from Children’s Services.</p> <p>Leigh indicated this is definitely an area we have our eye on. It will be a challenge for us starting a new fiscal year. 3% increase in caseload was used to forecast; current trend is 4%.</p> <p>The Auditor General Exit Conference date is June 12 or 13; preference is June 13.</p> <p>Maureen has accepted a new position as Manager, Regional Financial Services in Alberta Employment, Immigration and Industry. Several people present congratulated Maureen and offered words of appreciation to her.</p>
10. Board Member Reports	<p>Sandy reported she attended the February 1 Liaison and Community Governance Committee meeting.</p> <p>Joy reported she unofficially attended the self-employment mentor program workshop and the LACL/Webtech website launch.</p> <p>Sandy and Joy are on the committee for the Sharon Rowntree Leadership Award and they will be meeting prior to the next board meeting.</p> <p>Jo-lee has been reviewing documents for the Board Evaluation Committee and will present next meeting.</p> <p>Henry attended the self-employment program workshop and the Accreditation of Rehoboth celebration with Leigh. Henry spoke on behalf of the Board, and Leigh also spoke. Henry will attend the Circle of Courage workshop tomorrow.</p>

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<p>9. What are our Partners doing?</p>	<p><u>Family Voices/Lethbridge Association for Community Living</u></p> <ul style="list-style-type: none"> <li>▪ Dave Lawson reported that candidates for Lethbridge West will meet with families tonight in regard to disability issues.</li> <li>▪ The website launch on February 14 with Webtech as the designer/service provider was a success.</li> <li>▪ Gas raffle has been successful with Safeway on the Westside.</li> <li>▪ The LACL Annual General Meeting will be March 11 in the City of Lethbridge Culver Room.</li> <li>▪ LACL will host their annual dinner dance in May where the Sharon Rowntree Leadership Award will be presented.</li> </ul> <p>Family Voices update:</p> <ul style="list-style-type: none"> <li>▪ Tim Loreman will speak on March 29 about “Seven pillars of support for inclusive education”</li> <li>▪ Dave is looking forward to the AACL Family Conference; PDD is helping to support families to attend.</li> </ul> <p><b>Motion 08-73:</b> Jo-lee moved, seconded by Joy, that Sandy will represent Lorne on March 11 at the LACL Annual General Meeting. Carried.</p> <p>For the dinner dance table of eight tickets are available. Let Leigh know if you and your significant other would like to attend.</p> <p>PDD South did support the Jack Pierpoint initiative.</p> <p><u>South Region Self Advocacy Network (SRSAN)</u></p> <p>The SRSAN group sent regrets for today’s meeting.</p> <p><u>Southern Alberta Disability Action Team</u></p> <p>Joy and Geoff Meyering attended two meetings regarding best practices.</p> <p>How does Southern Alberta Disability Action Team (SADAT) fit into goal number one of the business plan? Joy will discuss with Leigh.</p> <p>Joy looking for any success story, innovative event, to include with the information they are gathering. The committee added Family Voices to success stories.</p> <p><u>Service Provider Council</u></p> <p>Ed Hinger reported the group will have new committees, which will be named communications, human resources and innovative practices.</p>

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	<p>The members are looking at the structure of the organization.</p> <p>There are a lot of issues that need to be dealt with at a provincial level:</p> <ul style="list-style-type: none"> <li>▪ The Hay Review</li> <li>▪ Funding for the organization</li> <li>▪ Marketing campaign</li> <li>▪ The profile of the service sector</li> </ul> <p>Sue Manery is the south representative on the workforce council.</p> <ul style="list-style-type: none"> <li>▪ There is much more of a formal initiative to address things on a provincial level.</li> </ul> <p>The service provider council wrote 14 pages of concerns regarding the contract template.</p> <ul style="list-style-type: none"> <li>▪ They appreciate the opportunity to work with PDD regarding the monitoring of the contracts.</li> <li>▪ They are trying to get consistency on the approach.</li> </ul> <p><u>South Region Board Chairs Council</u></p> <p>Karen Chipman reported there has been informal discussion and sharing of information at the last meeting.</p>
<p>10. What is happening in our communities? (Upcoming Events)</p>	<p>AACL Annual Family Conference – March 14 – 15, 2008 at the Fantasyland Hotel</p> <p><b>Motion 08-74:</b> Sandy moved, Jo-lee seconded, Tom as the designate to attend the AACL Family Conference.</p> <p>ACDS Annual Conference will be April 30, May 1 and 2, 2008 in Edmonton. This will be on next month's agenda.</p>
<p>11. Motion to Adjourn</p>	<p>Henry Heinen moved the meeting be adjourned.</p> <p>Next Board Meeting: <b>Thursday, March 27, 2008</b> in Taber at the Provincial Building.</p>

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Date of Approval

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Lorne Abells, Board Chair

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Shirley Warren, Recorder