

Meeting: Open Meeting
Location: School District 51 Boardroom, 433 15 Street South, Lethbridge
Date: June 25, 2009
Recorder: Leah Bruder

In Attendance:

PDD Board: Henry Heinen; Joy Lawson; Leo VandenHeuvel; Lorne Abells; Sandy Annis; Tom Hopkins;
PDD Staff: Leigh Bremner; Heather Ries; Darren Bennette, SASH; Barbara Nish, SACLA; Sue Manery, SACLA; Colette Acheson; Rachelle Acheson; Dorothy, Self Advocate; Sean Wensmann, Self Advocate; Chris Rowley, SRSAN; Judy Brown SAIPA; Mindy, Self Advocate; Heather, ICE; Dave Lawson, LACL; Ben Rowley, SRSAN; Denise Joel, SDU;
Community Partners:
Guests: Bob Bartlett, Fred Nowicki, Sandy Moritz

1. Call to Order

The meeting was called to order at 9:40 a.m.

2. Motion to go into in-camera session

MOTION 09-27: That the meeting move in-camera

MSC Henry Heinen Sandy Annis

MOTION 09-28: That the meeting move out of in-camera

MSC: Henry Heinen, Leo VandenHeuvel

Lunch was served at noon. The meeting was reconvened at 12:28 pm.

3. Welcome and Introductions

The Chair thanked everyone for attending the meeting and expressed the Boards appreciation for their continued participation at the Board meetings. The Chair reminded everyone that the Board values everyone's input but when it comes to motions only the Board members can vote.

The Chair paid tribute to the PDD South Staff. The Board appreciates our staff and values their input on the Board committees. The Board knows that our staff contribute in a powerful way and are critical to the success of our organization. To all of the staff at PDD thank you so much for all the work you do for us.

4. Engaging our Community

Joy Lawson led a discussion around the following questions:

- How are adults with developmental disabilities currently being supported to be as independent as possible?
- What are the barriers to independence?

The Chair thanked Joy for leading the discussion. The Chair also thanked all of the participants for sharing their ideas about independence

5. Review and Approval of Agenda

MOTION 09-29: That the agenda be approved as amended

MSC Leo VandenHeuvel, Henry Heinen

Legend: MSC = Motion, Seconded, Carried
MOTION = Blue
TASK = Red

6. Review and Approval of the Minutes of May 28 and June 5, 2009

MOTION 09-30: That the minutes of May 28th be approved as amended

MSC Leo VandenHeuvel, Henry Heinen

MOTION 09-31: That the minutes of June 5, 2009 be approved

MSC Leo VandenHeuvel, Henry Heinen

7. What is PDD doing in the South Region and across the Province?

7.1. Chairperson's Report:

Council of Chairs

The Chair has been very involved with the Council of Chairs in making recommendations and status reports to the Minister about the 6 priority areas. The recommendations are due June 30th. The Minister will be meeting with the Council of Chairs on July 20th to provide further direction. The Council of Chairs is developing an engagement process.

SAIPA Board Meeting

The Chair and CEO met with the SAIPA's Board to provide an overview of PDD South Governance. The Chair thanked SAIPA for the opportunity.

SADAT

Joy, Lorne, Leah & Leigh attend the Southern Alberta Disability Action Team meeting and had a wonderful presentation by Bob Campbell the Chair of the Coalition of Communities Against Racism and Discrimination Lethbridge chapter. It is wonderful that the City of Lethbridge is taking a leadership role that aligns with our values. The City of Lethbridge has announced that they will be hiring an Inclusion Coordinator. The Inclusion coordinator will have a broad portfolio that includes youth, seniors, marginalized individuals and persons with developmental disabilities.

7.2. CEO Report:

Service Provider Council

The CEO provided an update about the Recruitment and Retention dollars identified in the provincial budget as well as changes coming from the Ministry. The CEO also informed the Service Provider Council about the alignment of the provincial awards. A result of the alignment is that local winners will automatically be nominated for a provincial award. The CEO also shared the results of the provincial Service Provider monitoring report. The report speaks to the compliance to the provisions of the contract. It was a summation of the reporting for 2007-08.

PDD South Administration is in the process of adjusting internal processes to accommodate the new contracting approach and monitoring requirements. This process is moving PDD South into an environment of collecting information that may not have been collected in the past. It is a move towards making evidence based decision making and which requires gathering additional required information from Service Providers. This is in compliance with the provincial policy.

Financial

PDD South submitted a financial plan to the Ministry outlining strategies to ensure PDD South balances.

Regional update on Achieving Better Outcome Initiatives (ABOI)

The previous minister, Minister Melchin, created a forum for people to talk about new and exiting ways of providing supports. There was an evaluation component attached and the research company hired provided the final report as well as a regional report. PDD South had 16 ABOI Pilots. Out of the 16 -11 met all of the outcomes they set out to meet. The ABOI advisory committee met with CEO Forum and put forward 3 recommendations. The cornerstones of the recommendations were innovation, communication, and addressing this issues within the PDD System that limit innovation.

7.3. Liaison and Community Engagement Committee:

- East

The East Committee is scheduled for Tuesday June 30th.

- West

The West Committee meeting was canceled and will be rescheduled.

7.4. Committee Reports (update on SMART Plans)

- Executive Committee

The Executive Committee met this morning.

- Audit Committee

The Audit Exit Conference was on June 5th. This is an external audit with provincial oversight. The Auditors are impressed with the cooperation and assistance from the staff and would like to forward appreciation to the PDD South staff. There is a new monitoring process being implemented by the Ministry and it an audit of our internal processes.

- Task Force on Community Engagement

An electronic survey of the 5 independence questions will be posted on the website as well as circulated via email. The information will be used in the Boards visioning and planning processes in the development of the business plan.

- Communications Committee

The Communication Committee has engaged MK Strategy Group, Inc to develop a Strategic Communication Plan. The Committee anticipates the project will be completed within the next few months.

The focus group participants expressed their appreciation for the opportunity to share their thoughts and input.

MOTION 09-32: **That the Board endorses Leo VandenHeuvel's appointment as Chair of the Committee.**

MSC Sandy Annis, Henry Heinen

- Board Evaluation Committee

The Board has completed the Board evaluation and the Committee Chair thanked the committee and Leah for their assistance.

MOTION 09-33: **That the Board Evaluation be approved as presented to the Board and submitted to the Deputy Minister.**

MSC Henry Heinen, Sandy Annis

7.5. Finance Report:

Audit

The External Audit was completed in May. The external audit is not only an audit of PDD South but an audit of the working of government in general. The Auditors are hired by the Auditor Generals office. PDD South had a 0.3% surplus at the end of the 2008-09 fiscal year. PDD Case load end of year was 1094. The Auditor General's Office also conducted a completed a case file audit. PDD South is awaiting the results of the audit. PDD South has implemented a number of new process to ensure compliance with the Auditor general's recommendations:

- The new contract template
- Business Case: PDD South must provide a business case for sole sourcing with each service provider.

- Risk Assessments: A Risk Assessment is conducted and action plans/work plans are generated as a result. The Contract Coordinator then works with the agencies to try and address the risks identified.
- Monitoring processes: working on a provincial committee to develop standardized monitoring process.

Budget

PDD South has been allocated approximately \$66 million. We are waiting for direction on the utilization of the Retention & Recruitment funding, the internal team is meeting to develop an allocation plan and has been gathering information for the plan. All PDD regions have been mandated to balance. In terms of timing, the Region will announce its funding direction in the fall similar to previous years.

Question: Service Providers are not always aware of the reasons behind the requests for information from the Contract Coordinators and wonder if there is opportunity to improve communications to the Service Providers on these new initiatives or monitoring requirements.

With regard to the Risk Assessments, additional communication is being prepared for circulation to the Service Providers. The Risk Assessments are an internal process; however, PDD South will be more mindful of how things like this are communicated in the future.

7.6. Board Member Reports

Leo VandenHeuvel: no additional report

Henry Heinen: attended the SRSAN meeting on June 5th and worked with the Board Evaluation Committee.

Joy Lawson: attended the SADAT meeting and participated in a City Circle.

Tom Hopkins: attended the workshop on Canadian demographics by Dr. David Foot and was interested in looking at how the Seniors & Community Supports Ministry and the PDD Program are planning to ensure services for the "baby boom generation: as they age. This will have a significant impact on resources.

Sandy Annis: participated on the communication committee meeting.

8. What are our Partners doing?

8.1. Family Voices

Danni Hana has resigned from her position as Coordinator for Family Voices. Originally Family Voices was a provincial initiative; however, initially PDD South contracted with LACL to coordinate Family Voices. PDD South recently decided to incorporate Family Voices back into the provincial initiative coordinated by AACL. Family Voices will continue but in a different format. A new family voices group has started in Brooks with 12 families participating and the information will be shared with the new Family Voices coordinator.

8.2. Lethbridge Association for Community Living

Upside Down in LA is a parent support group for parents with children with Down Syndrome. The group is hosting a fundraising bar-b-que in Pioneer Park on July 4th. The bar-b-que is open to anyone to attend. .

The parent to parent group, who has been meeting for 35 years, had their annual bar-b-q on June 10th.

Transitional Planning with Schools

LACL gave a presentation to the Horizon School Division on beyond education. Horizon school division decided 12 years ago to be completely inclusive and this year is the first year for an inclusive class to graduate.

LACL and many other representatives attended the Forum for setting the Future of Education. Ben and Chris Rowley both participated in the process when it was here in Lethbridge. Both were featured in a video as part of the Ministers report out.

8.3. South Region Self Advocacy Network (SRSAN)

The last SRSAN meeting was June 5, 2009 in Lethbridge. We had a shorter meeting, so as to fit in 2 other events; the Self Advocacy Walk & Roll for Fun and the SRSAN BBQ. The first annual Self Advocacy Walk & Roll for Fun was a success. About 80 people attended and local media covered the event. I have a copy of the Lethbridge Herald article here. The point of the event was to raise community awareness about Self Advocacy. Alderman Dodic and MLA Bridget Pastoor brought greetings, and we had three guest speakers; Rodney Barrows, Lana Rutledge and Tom Cain. This event was put together by the SRSAN Social Events committee.

The SRSAN Developing Workshops committee has finished collecting survey information from support staff and self advocates. They are now sorting out the information and looking for common themes from everyone's answers. This information will be used to create the curriculum for the support staff workshop they are developing. The workshop will be made available to all agency and family managed support staff in the south region.

The SRSAN Teaching Community committee is developing a presentation about the history and future of Self Advocacy. They will be doing a shortened version of this presentation to the PDD South board meeting in September, and at the September SRSAN meeting. The committee has also been accepted to do a presentation at the 2009 Summit in Edmonton. This committee has also worked hard to put out copies of The Ripple newsletter in business waiting rooms such as doctor's offices.

The SRSAN Membership committee has met and have established their goals and objectives. The membership is made up of the SRSAN Executive Board members. The current SRSAN membership has 19 supporting members and 58 voting members, for a total of 77.

The next SRSAN meeting will be September 9, 2009 at the Brooks Heritage Inn.

8.4. Southern Alberta Individualized Planning Association (SAIPA)

Judy Brown with SAIPA thanked Lorne and Leigh for giving the presentation at their last Board meeting. SAIPA is recruiting one new Board member. SAIPA recently completed their Strategic Plan. The Plan outlines current year plans as well as plans for 2-3 years down the road. SAIPA will be conducting Person Center Planning. SAIPA's mission is: To assist individuals with developmental disabilities to grow as valued and participating members of their community.

8.5. Service Provider Council

Work Force Council Update

The Work Force Council has 3 priority action plans they are in the process of implementing.

Public Awareness:

There are a number of Commercials on Global TV about the disabilities services field.

Job Classification Process

52% of the agencies have completed the classification and the Work Force Council is hoping the other 48% will have completed the process by the end of 2009. The Job Classification Process is

not required for all agencies it is voluntary. PDD South is leading the province in completing the process. The staff retention rate provincially is improving but there are no hard statistics available.

Foundations Training

The Work Force Council is promoting the Foundations Training as the minimum required training for all frontline staff. 70% of frontline staff have in the South have completed the training. However, the Work Force Council still needs to connect with 5 agencies.

Provincial Workforce Council met in the spring and thanked PDD South for sending a representative to attend. .

Service Provider Community & Council Communication Committee

The Community & Council Communications Committee held their 4th Sharing Inspiring Ideas event. The event was a discussion challenges faced by rural agencies. 6 agencies gave presentations and there were 60 people were in attendance.

9. What is happening in our communities? (Upcoming Events)

The Human Rights Commission has funding for groups that want to do projects to address Racism and Discrimination the application process is fairly simple. Information is available on the Human Rights Commissions website.

10. Next Board Meeting:

September 25, 2009.

MOTION: that the meeting be adjourned at 3:00 pm

MC Henry Heinen.

Date of Approval

Lorne Abells, Board Chair

Leah Bruder, Recorder

Legend: MSC = Motion, Seconded, Carried
MOTION = Blue
TASK = Red