

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

Lethbridge PDD Boardroom
May 16, 2007, 12:00 noon

MINUTES

In attendance: Sharon Rowntree (Chair), Lorne Abells (Vice-Chair), Sylvain Bellefeuille, John Deys, Jo-lee Godfrey, Joy Lawson, Sandy Annis, Leigh Bremner, Maureen Horvath, and Nina Lommerts (Recorder)

Other PDD staff and community partners: Janet Rosentreter (PDD), Pam Williams (PDD), Doug Wiebe (L'Arche Association of Lethbridge), Karen Chipman (Council of Chairs), Chris Evetts (Southern Alberta Individualized Planning Association), Dave Lawson (Lethbridge Association for Community Living), Buffy Verhoeven (Alfred Egan), Cara Milne (M-Powered Planning), Geoff Meyering, Winonna Wagner, Connie Knoblick (Quest)

Regrets:

TOPIC	DISCUSSION/MOTION/ACTION
1. Call to Order	Sharon called the meeting to order at 12:35 p.m.
2. Welcome and Introductions – Sharon	
3. Review and approval of agenda	<p>Motion 07-16: Sandy moved approval of the agenda with addition, seconded by Lorne. Carried.</p> <p>Addition to #4 – Cara Milne, M-Powered Planning will give a presentation.</p>
4. What is happening outside the PDD Boardroom?	<p>Cara Milne – M-Powered Planning presentation: Background history</p> <ul style="list-style-type: none"> • As part of her role with PDD Cara does consultation and training for families / individuals who have a developmental disability and their staff. • Has been giving a 2 day workshop called “Finding Value Within My Day” to agencies and families in our region. • Entered into a contract with PDD South to provide training to agencies and families in the following communities: <ul style="list-style-type: none"> Cardston – date is set for May 31st Vulcan - Crowsness Pass - Brooks – date is set for June 13th & 15th Medicine Hat – date is set for June 27th & 28th.

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	<ul style="list-style-type: none"> • One time funding will be provided by PDD for these five workshops. • Topics covered will be: <ul style="list-style-type: none"> a) Language – how to talk about people in a respectful way. b) Life in the Institution – what was it like. c) In partnership with the community – is inclusion really possible? d) Power of an advocate. e) Creating quality roles & relationships. f) Role of families and self advocates – leadership is critical. • Registration between 30 – 40 works best. • Target completion date is by December 2007. • Cara will give a final report to the board when workshops have been given to all areas.
<p>5. What has the PDD Board been doing in the past month? Review and approval of minutes of May 4, 2007</p>	<p>Motion 07-17: John moved approval of the minutes of May 4, 2007. seconded by Jo-lee. Carried.</p>
<p>6. Business arising from the minutes</p>	
<p>7. Finance Report</p>	<p>Maureen Horvath, Finance Manager, reported:</p> <ul style="list-style-type: none"> ▪ This is the first report for our current year – projecting a balanced budget. ▪ Book of Estimates – projected expenditure total of \$56,131,000.00 ▪ Rolling Caseload – is a cumulative number reflecting individuals who have received at least 1 month of services over past 12 months. Caseload for February 2007 is now at 1110. ▪ Assumptions in the Financial Report indicate: 84 new individuals, 50 individuals leaving (will be updated monthly based on new information). ▪ Appendix B – shows the break down on PDD board costs, PDD admin costs, individual funding, contracts, and money for new individuals etc. ▪ Moving Ahead Project – budget transfer is for the following year (year of move the region will absorb the cost).
<p>8. Committee Reports</p>	<p><i>Audit Committee – Sylvain Bellefeuille</i> Internal Audit Results</p> <ul style="list-style-type: none"> ▪ Syl and Sandy gave a presentation to the board prior to the meeting today. ▪ Greg McPherson, Internal Audit Supervisor has been

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	<p>working on a project re: risk assessment and management. He has gathered information from all regions. Greg will present findings on the South Region risk assessment, as well as the provincial overview.</p> <ul style="list-style-type: none"> ▪ Discussion ensured as to whether or not to have this presentation with external auditor present. Consensus was to have the meeting separate. <p>Motion 07-18 Syl moved that the Internal Auditors will be invited to present the risk assessment findings of PDD South and to meet with us in private, seconded by Jo-lee. Carried.</p> <ul style="list-style-type: none"> ▪ External Audit Exit conference is June 28th at 10:00 a.m. <p><i>Executive Committee – Sylvain Bellefeuille</i></p> <ul style="list-style-type: none"> ▪ No report <p><i>Policy Review Committee – John Deys</i></p> <ul style="list-style-type: none"> ▪ No report
<p>9. What is PDD doing in the South Region and across the Province?</p>	<p><i>Chairperson’s Report – Sharon</i></p> <ul style="list-style-type: none"> ▪ The board chair recommendations for the three regions are at the minister level. ▪ Announcement should be made by end of next week. ▪ Interviews for the board members are set for May 28th & 29th. ▪ A letter from Tim Wiles in response to our Business Plan presentation was read, which indicates that each region is being faced with similar struggles and have similar strategies in place to address these issues.
<p>10. CEO Report</p>	<p>Leigh reported:</p> <ul style="list-style-type: none"> ▪ Attended the Regional Employment Group last week and asked group to consider sponsoring and planning a community challenge around employing people with developmental disabilities. There is a similar event underway in British Columbia and group will explore this further to see how it was received in B.C. ▪ As part of her commitment to meet with each PDD funded agency/group Leigh has already met with two rural agencies and will be traveling to Medicine Hat end of this month to meet with agencies there. Although there are significant staffing challenges in the areas, there still are numerous opportunities for people to participate in the community. ▪ We are in the process of recruiting to the former manager position, which will now be titled the Regional Manager of Contracting. This will be a ministry wide competition. Target date to have this position filled is by June 11th.

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	<ul style="list-style-type: none"> ▪ Will be attending a Ministry Strategic Planning session on May 22nd and a Steering committee meeting on the AISH-PDD pilot on May 25th. This pilot is intended to explore the ability of the two programs to offer a coordinate intake process. The South is one of three sites. ▪ Meeting with SRSAN on May 18th and Family Voices on May 31st. ▪ Next CEO meeting is June 6th. It is expected that there will be an update on the Funding Allocation Model project and further discussion on managing risk.
<p>11. Liaison and Community Governance Committee</p>	<p>Lorne gave update:</p> <ul style="list-style-type: none"> ▪ Next meeting has been changed to June 8th @ 10:00 a.m. ▪ Symposium is coming along well. More formal report will be given at next board meeting. <p><i>Governance Council Terms of Reference</i></p> <ul style="list-style-type: none"> ▪ The Governance Council is a collaborative body involving Southwest Alberta Child and Family Services Authority, PDD, Health, Education, FCSS and Municipalities. ▪ Co-chairs are Lorne Abells and Leah Switzer. ▪ Governance Council have met and asked for approval of their Terms of Reference. <p>Motion 07:19 Lorne moved to adopt the Governance Agreement and Terms of Reference in same form as presented today and to permit Chair and Vice-chair to sign the governance agreement on behalf of PDD South, seconded by Joy. Carried.</p> <p><i>Board Appointees</i></p> <ul style="list-style-type: none"> ▪ Will defer the selection of board members to sit on this council until the new board is in place.
<p>12. Board Member Reports</p>	<p>Syl no report.</p> <p>Joy reported:</p> <ul style="list-style-type: none"> ▪ Attended the Galt Museum presentation on the history of the treatment of people with developmental disabilities. Found this to be very interesting. <p>Lorne no report.</p> <p>John reported:</p> <ul style="list-style-type: none"> ▪ Attended the LACL Auction Dinner Dance. Excellent. <p>Jo-lee no report.</p>

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<p>13. What are our Partners doing?</p>	<p><i>Lethbridge Association for Community Living/Family Voices</i> Dave Lawson reported:</p> <ul style="list-style-type: none"> ▪ Their new brochure is out. It has been 8 years since it was redone. They received a grant to do this. ▪ 7th Annual Auction Dinner Dance was a huge success. They were sold out. Raised over \$13,000.00 ▪ Coalhurst Elementary school received the Betty Grigg award this year. ▪ Will be having the 50th Anniversary celebration on July 16th. This includes a barbeque at Elks Kitchen at the river bottom. More details will be coming. <p><i>Family Voices</i> Geoff Meyering reported:</p> <ul style="list-style-type: none"> ▪ Geoff spoke at the meeting in Medicine Hat. Key message he gave was that most parents and people underestimate the abilities of a person with a developmental disability. Talked about the power of belief, such as being integrated in a regular classroom at school. <p><i>South Region Self Advocacy Network (SRSAN)</i> Winonna reported:</p> <ul style="list-style-type: none"> ▪ SRSAN Meeting – June 6th in Lethbridge at the Westminster Community Hall, 3:00 pm. - 5:00 p.m., with a barbeque and dance to follow. ▪ Leadership Training workshop is June 4 – 8th in Lethbridge. Eight are registered so far. ▪ Housing Summit meeting was May 10th & 11th. Discussed the issue of housing within the province. ▪ Jo-lee is the board rep on this committee. <p><i>Southern Alberta Disability Action Team</i></p> <ul style="list-style-type: none"> ▪ Chairperson is Robert Nish, Vice-Chair is Geoff Meyering and Treasurer is Scott Wolsey. PDD will provide the administrative support to this group. ▪ Next meeting is May 30th at SACLA starting at 6:00 p.m. <p><i>Service Provider Council</i></p> <ul style="list-style-type: none"> ▪ No report. <p><i>South Region Board Chairs Council</i> Karen reported:</p> <ul style="list-style-type: none"> ▪ Will be having a meeting next week and will give an update at next board meeting.

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<p>14. What do the PDD Board and its Partners need to discuss?</p>	<p><i>Business Plan</i></p> <ul style="list-style-type: none"> ▪ PDD South Community Board Business Plan for 2007/08 – 2009/10 has been signed off. ▪ Recurring themes are affordable/quality housing. ▪ Although not part of PDD’s mandate, the availability and accessibility of affordable, quality housing has impacted on people’s ability to live in the community in a home which is conducive to his/her support needs. PDD is open to any ideas the community has on how we can assist. ▪ Our strategies laid out in our business plan are still in the early developmental stage. ▪ Business Plan discussion format for board meetings will be to designate one goal per meeting and talk about the strategies for it. Leigh will decide what to bring forward to the board meeting. ▪ Suggestion is to monitor the strategies. Updates to this will be given by Leigh. ▪ A quarterly report has to be submitted to the ministry on our key strategies and this will be shared at board meetings as well. <p><i>2020 Vision</i></p> <ul style="list-style-type: none"> ▪ Have gotten back on track. The committee took on more than what should have been their responsibility. ▪ This committee will meet a couple of times a year. ▪ Still in the process of compiling the requested report for the board. <p><i>Budget Update</i></p> <ul style="list-style-type: none"> ▪ Budget approval should be by end of June. ▪ Experiencing an influx of individual requests for changing needs.
<p>15. What is happening in our communities?</p>	<p>Upcoming Events:</p> <p>May 18th – Liaison and Community Governance Committee Meeting (PDD Lethbridge boardroom). Date changed to June 8th.</p> <p>May 22nd – Round Table Talks: Planning Meeting (PDD Lethbridge boardroom)</p> <p>May 30th – Southern Alberta Disability Action Team Meeting (SACLA boardroom)</p> <p>May 31st – Family Voices Meeting (LACL boardroom)</p> <p>June 4th – 8th, Leadership Training course for self advocates – in Lethbridge</p>

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	<p>June 6th – SRSAN Meeting (Lethbridge Westminster Community Hall). Starts at 3:00 p.m., with barbeque and dance starting at 5:00 p.m.</p> <p>June 22nd – Reader’s Theatre in Vulcan.</p>
16.	Sharon expressed her appreciation for the Open House and especially for the Sharon Rowntree “Family Leadership Award” started on her behalf.
17. Next Board Meeting	<p>June 20th in Medicine Hat</p> <p>Jo-lee moved the adjournment of the board meeting at 3:10 p.m.</p>

June 20, 2007

Date of Approval

Lorne Abells, Board Chair

Nina Lommerts, Recorder