

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

**May 4, 2007, 10:00 a.m.
Second Floor Lethbridge Centre Mall
#3 Conference Room**

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: Ed Hinger (Service Provider Council), Doug Wiebe (L'Arche Association of Lethbridge), Sue Manery (Southern Alberta Community Living Association), Karen Chipman (Council of Chairs), Chris Evetts (Southern Alberta Individualized Planning Association), Judy Coe (Southern Alberta Individualized Planning Association), Dave Lawson (Lethbridge Association for Community Living), Danniele Hanna (Family Voices), Geoff Meyering

TOPIC	DISCUSSION/MOTION/ACTION
1. Call to Order	Sharon called the meeting to order at 10:10 a.m.
2. Welcome and Introductions – Sharon	Special welcome to Leigh as our new CEO.
3. Review and approval of agenda	Motion 07-13: Jo-lee moved approval of the agenda, seconded by Sandy. Carried.
4. What is happening outside the PDD Boardroom?	No discussion.
5. What has the PDD Board been doing in the past month? Review and approval of minutes of March 21, 2007, both closed and regular meetings.	Motion 07-14: John moved approval of the closed meeting minutes of March 21, 2007, with correction to the name being Lorne (not Syl) who is on the policy review committee, seconded by Lorne. Carried. John moved approval of the regular Board meeting minutes of March 21, 2007, seconded by Sylvain. Carried.
6. Business arising from the minutes	
7. Finance Report	Maureen Horvath, Finance Manager, reported that the draft Financial Statement was reviewed by the auditor and has been submitted to Alberta Finance. <ul style="list-style-type: none"> ▪ Ended the year with a surplus of about 2 million (\$500,000.00 is true net surplus). ▪ Estimate for 2007 – 2008 is \$56,083,000.00.

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	<ul style="list-style-type: none"> ▪ Board governance is similar to previous year. Board came in well under our budget amount. Board governance is part of administration, which is 4% of overall budget. ▪ Increase in the line item; specialized community supports is due to one-time funding allocation. ▪ Final budget approval should be around end of June. ▪ Even though PDD is currently experiencing a trend of decreasing caseload (presently at 1022), our cost per caseload is increasing. ▪ Next Audit Exit meeting is June 28th. ▪ Total PDD Program budget is increasing to \$526 million in 2007/08, up almost \$18 million over last year. This year's budget addresses the increased demand for services and annualizes funding recently announced to assist service providers to retain staff. <p>Motion 07:15: Sylvain moved to accept the draft Financial Statement ending March 31, 2007 as presented, seconded by Jo-lee. Carried.</p>
8. Committee Reports	No reports given.
9. What is PDD doing in the South Region and across the Province?	<p><i>Council of Chairs/Chairperson's Report – Sharon</i></p> <ul style="list-style-type: none"> ▪ Sharon and Lorne attend the Council of Chairs meeting with the Deputy Minister and ADM on April 17th. ▪ Main discussion was the business plans. Lorne gave an excellent PowerPoint presentation of the South Region Business Plan. ▪ Each region seems to have similar goals and strategy approaches to achieving their goals, which indicates consistency within our regions. ▪ Areas for us to further explore are Libraries Project (NE) and Post Secondary Education Inclusion Project (Calgary / Edmonton). <p>Board Chair meeting:</p> <ul style="list-style-type: none"> ▪ Waiting for our new board chair to be appointed. Three regions in the province will be appointing new board chairs. ▪ Announcement should be made by end of next week. This announcement will go out to all community partners. ▪ Board Orientation meeting scheduled for June 18th will be moved to September. ▪ PDD South has 5 vacancies to fill. ▪ Interviews will be on May 28th & 29th. Looking at end of June to have new board in place. ▪ Draft Governance Policy – will be discussed again at Council of Chairs. Any feedback has to be in by mid May.
10. CEO Report	Leigh reported:

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	<ul style="list-style-type: none"> ▪ Started as CEO on April 10th, with official notice from the ministry on April 26th. ▪ Attended and presented at Rehab's Annual Job Links Employment Centre meeting. ▪ The former Joint Planning Group is now called the Southern Alberta Disability Action Team. Chairperson – Robert Nish Vice-chair - Geoff Meyering Treasurer – Scott Wolsey Next meeting is May 30th at SACLA, starting at 6:00 p.m. ▪ Attended the ACDS Conference April 18-20th. The conference featured informative sessions and many opportunities for networking. ▪ Restructuring of PDD South operations is proceeding. The position of Manager of Community Resources will be filled as soon as possible. ▪ PDD Funding Allocation Project is underway. The consultants will be in the region on May 15th & 16th interviewing management staff and contract staff. ▪ Provincial budget proposed 18 million dollar increase to the PDD system. Budget will likely not be approved until end of June. ▪ PDD is at a critical time in terms of maximizing its resources, sustaining support levels and meeting growing demand for PDD funded supports. ▪ There are approximately 24 individuals in our region waiting to be deemed eligible. A lot of individuals coming up from Children Services. ▪ Individual changing needs requests has increased substantially. ▪ PDD South will commence with the development of a Complex Needs Framework. Will be arranging a meeting with Mental Health and Justice to identify ways we can collaboratively support a population, which is currently falling through the service gaps. ▪ Group discussion re: risk management goes beyond living arrangements. Service Provider Council would like to meet with Leigh for further discussion on this issue. Leigh as well as the board, supports these conversations and would like to include family involvement. This starts at an operation level, but will need to be endorsed at the governance level. ▪ The tragedies in Edmonton and Red Deer are impacting other regions. We need to assess our requirements relative to the clauses in the contract regarding compliance to other systems, namely the Public Health Act.
11. Liaison and Community Governance Committee	<p>Lorne gave update:</p> <ul style="list-style-type: none"> ▪ No meeting in past month, but sub-committee chaired by Sandy met last week. ▪ Governor's Council should be up and running with signed governance agreements (and Terms of Reference) within

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	<p>next one to two months.</p> <ul style="list-style-type: none"> ▪ This council deals with strategies at the governance level in assisting our region to be more welcoming and inclusive. ▪ Co-chairs are Lorne Abells and Leah Switzer. <p>Update from Sandy:</p> <ul style="list-style-type: none"> ▪ Symposium called “Leading the Change, Round Table Talks” is Oct 11th & 12th. This initiative is being lead by PDD. ▪ Anticipate 100 participants. This is by invitation only. ▪ Facilitators have been confirmed and the guest speaker is Doon Wilkins. ▪ Most tasks have been delegated at this point. Working on logo design. ▪ Main theme is engaging the broader community.
<p>12. Board Member Reports</p>	<p>Jo-lee reported:</p> <ul style="list-style-type: none"> ▪ Attended the ACDS Spring conference. Workshop and speakers were excellent. ▪ Attended the Home & School conference in Edmonton last week. <p>John reported:</p> <ul style="list-style-type: none"> ▪ Attended the ACDS conference as well. Excellent sessions. <p>Lorne reported:</p> <ul style="list-style-type: none"> ▪ Attended Job Links Employment Center conference. Leigh gave a great presentation at this. Job Links has been very successful. Congratulated those involved with this organization. <p>Syl reported:</p> <ul style="list-style-type: none"> ▪ Attended the Audit Training Workshop in Edmonton beginning of April. Great opportunity to network. Speakers were exceptional. ▪ Syl and Sandy (who also attended this) will give a presentation at our next board meeting. This will be just prior to the start of our May 16th board meeting. <p>Sandy reported:</p> <ul style="list-style-type: none"> ▪ Attended Job Links Employment Center conference. ▪ Attended ACDS workshop. Very inspiring. ▪ Attended Audit Training in Edmonton. Great networking opportunity. ▪ Involved in symposium planning, which is set for Oct.
<p>13. What are our Partners doing?</p>	<p><i>Lethbridge Association for Community Living/Family Voices</i></p> <p>Dave Lawson reported:</p> <ul style="list-style-type: none"> ▪ Annual Dinner & Dance for May 5th is sold out. ▪ Coalhurst Elementary school will receive the Betty Grigg award this year. <p>Danniele Hanna (Co-chair of Family Voices) reported:</p> <ul style="list-style-type: none"> ▪ The Family conference very well attended.

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	<ul style="list-style-type: none"> ▪ In March Family Voices did an article in the newspaper, which resulted in several families connecting with Family Voices. ▪ Family Voices is working with Cara Milne, M-Powered Planning. Cara is presenting a workshop on May 10th & 11th. ▪ CBC Radio wants to do a survey of families who have children with developmental disabilities who knew prior to birth of the child that there was a possibility of a disability. Bruce Uditsky is the contact for this. ▪ May 2nd meeting in Medicine Hat. Dee Wagner will be giving a presentation. ▪ May 31st Family Voices meeting. Leigh will be presenting. <p><i>South Region Self Advocacy Network (SRSAN)</i></p> <p>Chris Evetts reported:</p> <ul style="list-style-type: none"> ▪ Leadership Today Training scheduled for May 7th has been changed to June 4th – 9th in Lethbridge. ▪ There are 67 voting members and 109 non members. ▪ Meeting held in Brooks was a big success. ▪ Housing Summit conference in Edmonton May 10 & 11th. ▪ Next meetings: June 6th – in Lethbridge (West Minister Community Hall) <p><i>New Joint Planning Group</i></p> <ul style="list-style-type: none"> ▪ Now called: Southern Alberta Disability Action Team. ▪ Chairperson is Robert Nish, Vice-Chair is Geoff Meyering and Treasurer is Scott Wolsey. PDD will provide the administrative support to this group. ▪ Board members to this committee are: Lorne Abells and Joy Lawson. ▪ Inaugural meeting was on April 26th. ▪ 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"> ▪ Ed Hinger is the Chair of the Service Provider Council. ▪ The Annual Planning meeting will be October 3rd – 5th in Waterton. ▪ All the stakeholders have equal input. ▪ 2020 presentation will be given at June meeting. ▪ Main issues shared are a)aging of individuals and changing needs of how we support them and b) housing. <p><i>Council of Chairs</i></p>

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	<ul style="list-style-type: none"> ▪ Would request a report from this committee be given each month at the regular board meetings. ▪ Karen reported that they are in the process of getting organized. ▪ Next meeting will be early May and will give update at next board meeting.
<p>14. What do the PDD Board and its Partners need to discuss?</p>	<p><i>Budget Announcement (Book of Estimates)</i></p> <ul style="list-style-type: none"> ▪ Public announcement was made on April 19th. ▪ PDD South Region budget amount is \$56,083,000.00. ▪ Final budget approval will be around the end of June. ▪ Our cost per case is going up, even though we are serving fewer individuals. <p><i>Business Plan</i></p> <p>The government business plan is intended to be linked all through the departments and even to the various government staff roles.</p> <ul style="list-style-type: none"> ▪ PDD South Community Board Business Plan for 2007/08 – 2009/10 has been signed off. ▪ The direction has now been set for our region and we can go ahead with our goals and strategies. ▪ Complex Needs Framework is part of goal two. ▪ Part of orientation for our new board members will be looking at our business plan and we will draw on their expertise. ▪ Business plan update will be an agenda item for each board meeting from now on to discuss strategies to help meet our three goals. The Auditor General has made this request. ▪ PDD staff will do a formal presentation if requested to Family Voices, and the Service Provider Council. ▪ Clarification: strategies in italics is ministry driven, others are PDD South strategies. ▪ Board commented that Leigh and team have done an excellent job on the PDD South Business Plan.
<p>15. What is happening in our communities?</p>	<p>Upcoming Events:</p>

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	<p>May 16th – PDD South Community Board Meeting (PDD Lethbridge boardroom)</p> <p>May 18th – Liaison and Community Governance Committee 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 6th – SRSAN Meeting</p>
16. Special Presentation	On behalf of the PDD South Community Board Sharon presented a painting to Sylvain in recognition of his commitment to community inclusion in Medicine Hat and area.
17. Next Board Meeting	<p>May 16th – Lethbridge</p> <p>Jo-lee moved the adjournment of the board meeting at 11:50 a.m.</p>