

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

**Medicine Hat Provincial Building
Main floor Boardroom**

March 21, 2007, 12:00 p.m.

MINUTES

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

Other PDD staff and community partners: Ann Nicol (Alberta Council of Disability Services), Dana Carew (Medicine Hat PDD), Dave Lawson (Lethbridge Association for Community Living), Wayne Vossler, Laurie Harvey (Clients Ongoing Rehabilitation and Equality (CORE) Association), Rosemarie Kat (South Region Self Advocacy Network), Scott Wolsey (Southern Alberta Society for the Handicapped), Sue Manery (Southern Alberta Community Living Association), Deirdre Wagner (Family Voices), Andrea Crawford, Shirley Maurer

TOPIC	DISCUSSION/MOTION/ACTION
1. Call to Order	Sharon called the meeting to order at 12:25 P.M.
2. Welcome and Introductions – Sharon	
3. Review and approval of agenda	Motion 07-08: John moved, seconded by Sandy, approval of the agenda. Carried.
4. What is happening outside the PDD Boardroom?	<i>Alberta Council of Disability Services Presentation – Ann Nicol, Executive Director</i> <ul style="list-style-type: none"> ▪ Workforce 2010 working group is transitioning to the Human Services Council. ▪ ACDS has received funding from Alberta Employment, Immigration, and Industry to continue work on classification of the workers in the field. ▪ ACDS is doing Foundations Training building on Basic Skills Training. ▪ ACDS is continuing their work on Standards and Accreditation. ▪ ACDS is continuing their Member Services: Negotiating with insurance companies, employee benefit programs, Spring Conference, influencing government policies. ▪ ACDS has a new board structure as of Feb. 1 to ensure regional representation. ▪ Dean Stetson and Allan O'Byrne are the representatives for the South. ▪ ACDS educated different candidates for the PC leadership about this service sector.

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	<ul style="list-style-type: none"> ▪ The education efforts were recognized by the government. ▪ Minister met with ACDS on March 9. ▪ Final provincial budget will be released on April 19. ▪ Minister is interested in innovative ideas, even old proposals. ▪ ACDS would like to work on the contract format project and the administrative streamlining project, but these initiatives have disappeared. ▪ The reaction from their members to the one-time funding for staff salaries has been mixed.
<p>5. What has the PDD Board been doing in the past month?</p> <p>Review and approval of minutes of February 21, 2007</p>	<p>Motion 07-09: Jo-lee moved approval of the closed meeting minutes of February 21, 2007, seconded by Sandy. Carried.</p> <p>John moved approval of the regular Board meeting minutes of February 21, 2007, with corrections seconded by Joy. Carried.</p>
<p>6. Business arising from the minutes</p>	<p><i>2020 Update – Joy Lawson</i></p> <p>Their document for the Minister is still in progress. Joy reported working with Danielle on guardianship. The application to become a guardian now costs about \$3200; what will this cost in 2020? The group has a meeting set up with Janet Rosentreter of PDD on Family Managed Supports.</p>
<p>7. Finance Report</p>	<p>Maureen Horvath, Finance Manager, reported the current forecast for 2006/2007 is \$54,512,000.</p> <p>Additional amounts recently allocated to PDD South:</p> <ul style="list-style-type: none"> ▪ \$855,000 to offset the cumulative deficit. ▪ \$133,000 as the South's portion of the windup of Provincial Board. <p>PDD South does not have permission to use these funds in the current fiscal year.</p> <ul style="list-style-type: none"> ▪ The two amounts will be built in for next year. <p>PDD South is projecting a balanced budget.</p> <p>\$1.4 million was the South's portion of the one-time funding for agency staff salaries.</p> <p>Currently PDD South is experiencing a trend of decreasing caseload; presently there is a caseload of 1022.</p>
<p>8. Committee Reports</p>	<p><i>Audit Committee – Sylvain</i></p> <ul style="list-style-type: none"> ▪ The Board itself will be members of the Audit Committee until more new Board members have been recruited.

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	<ul style="list-style-type: none"> ▪ The Audit Exit Meeting will be June 28 at 10:00 a.m. ▪ The government is hosting a training seminar to be held April 3 at U of A Campus. ▪ Sylvain and Sandy will attend. <p><i>Policy Review Committee - John</i></p> <p>Members of the Policy Review Committee met by phone. They gave suggestions to Sharon on the Draft Core Governance Policies to pass on to Council of Chairs.</p>
<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"> ▪ There was no Council of Chairs meeting this month. ▪ Sharon and Lorne will attend the Council of Chairs meeting on April 17. ▪ The Board recruitment process has begun. ▪ Interviews will be the first week in April for the Board Chair. ▪ The new Board Chair will be on the panel to select new Board members. ▪ CEO selection has been a long process. ▪ The CEO selection panel will be re-interviewing candidates next week. ▪ The Executive Committee did a CEO evaluation that was endorsed at the last Board meeting. ▪ The CEO evaluation was sent to the Assistant Deputy Minister (ADM). ▪ Sharon participated in a conference call with six Board Chairs and the ADM regarding the PDD CEO evaluations across the province. ▪ The discussion is the basis for the next year when CEO evaluations will be done by the ADM and Deputy Minister using a uniform tool. ▪ The PDD South Board Assessment was done by Board members only. ▪ The Board Assessment process may change under the Ministry to involve other people. ▪ Sharon distributed a summary of the Annual Assessment and asked for comments. ▪ Dave Lawson of Lethbridge Association for Community Living indicated his appreciation of the openness at this Board table; on behalf of families, he expressed his thanks that their voices are being heard and considered. <p>Motion 07-10: John moved the Annual Assessment be approved, seconded by Lorne. Carried.</p>
<p>10. CEO Report</p>	<p>Noel reported the Board received a package from Leadership Today, which was letters from individuals thanking the Board for their support of the training.</p>

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	<p>Noel distributed:</p> <ul style="list-style-type: none"> ▪ the Board meeting schedule. ▪ the News Release about the taskforce that will examine Agencies, Boards and Commissions. ▪ comments in Hansard regarding the service sector. <p>As this is Noel's last Board meeting as CEO, he commented that this has been an open Board.</p> <ul style="list-style-type: none"> ▪ His position is that the Board won't make the best decisions without all the input from the community. ▪ He would like this understanding to continue with the new Board. ▪ He wants people to come and participate in the meetings.
<p>11. Liaison and Community Governance Committee</p>	<p>Lorne Abells updated the Board regarding the Southwest Alberta Governance Council; PDD is taking a leadership role.</p> <ul style="list-style-type: none"> ▪ Representatives of Southwest Alberta Child and Family Services, Lethbridge School District No.51, PDD South Board, Barons-Eureka-Warner FCSS, City of Lethbridge FCSS, and Chinook Health Region attend the meetings. ▪ Next month the Governance Council will likely approve the terms of reference. ▪ The purpose is to enhance inclusive communities through collaboration and the voluntary sharing of resources. ▪ The PDD South Alberta Board wants to establish a council in the Medicine Hat area as well. ▪ Eventually this Board will need two Board members to sit on this Council. <p>PDD is proposing to be a leader in the symposium which is being planned for October 11 and 12.</p> <ul style="list-style-type: none"> ▪ The intent is to facilitate community inclusion. ▪ It is agreed the committee should engage other people in the community to plan the symposium. <p>Lorne suggested the Planning Committee report to the Board through the Liaison and Community Governance Committee.</p> <p>Motion 07-11: Lorne moved, seconded by Sylvain, to amend the terms of reference for the Liaison and Community Governance Committee to establish a sub-committee. Carried.</p> <p>Lorne complimented Sharon on her leadership over the last six years as Chair of this Board. Sharon has been able to inspire her community. As a mother, Sharon has been able to govern from her heart. She has also been able to draw Board members together in a collaborative way.</p> <p>Other members of this group expressed their sincere appreciation to Sharon.</p>

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12. Board Member Reports	<p>John reported he attended the LACL Annual Meeting.</p> <ul style="list-style-type: none"> ▪ Bruce McKay is the new President. ▪ This year will be their 50th Anniversary. <p>Joy thanked PDD for allowing her to experience the AACL Family Conference in Edmonton.</p>
13. What are our Partners doing?	<p><i>Lethbridge Association for Community Living/Family Voices</i></p> <p>Dave Lawson indicated the date for the annual dinner, dance, and auction is May 5.</p> <ul style="list-style-type: none"> ▪ There are 10 members on the Board; LACL is doing well at recruiting Board members. <p>Dee Wagner reported on <i>Family Voices</i>, which she co-chairs with Robin Miller in Medicine Hat.</p> <ul style="list-style-type: none"> ▪ The group is solution oriented. ▪ They meet on the first Wednesday of every month in a local church. ▪ Their goal is to connect with more families. ▪ They are sharing experiences and resources. ▪ Dee has developed a booklet to assist families. <p><i>South Region Self Advocacy Network (SRSAN)</i></p> <p>Rosemarie Kat gave her report.</p> <ul style="list-style-type: none"> ▪ Next SRSAN meeting will be in Brooks on March 23 at the Heritage Inn. ▪ The next Leadership Today Training will be May 7 – 11 in the Crowsnest Pass. ▪ There are 44 voting members and 13 supporting members in SRSAN; also, they have a mailing list for 96 non-members. <p>Jo-lee will attend the SRSAN meeting on March 23 as the Board representative.</p> <p><i>South Region Joint Planning Group</i></p> <p>A meeting of the new group has been postponed as they decide representation from the self-advocate group. Communication group was Sharon, Noel, Leigh, and Lorne.</p> <p><i>Service Provider Council</i></p> <ul style="list-style-type: none"> ▪ Ed Hinger is the Chair of the Service Provider Council. ▪ They met last week at the PDD office for a discussion of the one-time funding. ▪ Service providers have some challenges to disburse the grants within sixty days. ▪ The Annual Planning meeting will be October 3 – 5 in Waterton. ▪ The group is working to get information from ACDS and to have a provincial big picture vision for the future.

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	<ul style="list-style-type: none"> ▪ Service providers provided feedback on the draft South Alberta Board business plan to Leigh. ▪ Service providers have appreciated Sharon’s openness and willingness to hear input. ▪ All the stakeholders have equal input. <p>Shirley Maurer talked about past history of this Board.</p>
<p>14. What do the PDD Board and its Partners need to discuss?</p>	<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> <p>Relationships are the hallmark of our success.</p> <p>Significant challenges (3) are noted in this business plan:</p> <ol style="list-style-type: none"> 1. Alberta’s Robust Economy <i>“The staffing shortage is also challenging PDD’s principles around individualized supports and services as there is growing pressure to group people together.”</i> 2. Affordable Quality Housing 3. People with Complex Needs <p>The three goals are predetermined by consultations within our region and provincially.</p> <ul style="list-style-type: none"> ▪ Each region had the opportunity to write strategies. <p>Regarding Goal One: “Communities welcome and include adults with developmental disabilities as full citizens”, PDD South will continue its relationship with Opokaa’sin Early Intervention Society.</p> <ul style="list-style-type: none"> ▪ Regarding training for community staff, PDD may host out or do the training. <p>Regarding the performance measures, it is not certain who will measure or score. The budget piece will be attached in April; that will drive what PDD does on a daily basis. In the future there may be performance management contracts with CEO’s and Managers.</p> <p>Sylvain indicated the Community Board Business Plan has operational definitions of what this community is planning to do, i.e. the symposium.</p> <p>Motion 07-12: John moved, seconded by Sylvain, approval of the PDD South Community Board business plan for 2007/2008 in principle, subject to the provincial budget final figures. Carried.</p>

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	<p><i>Update on One-time Funding</i></p> <p>Working under very short timelines, PDD South has distributed one-time funding for community agency staff, including the family managed or funds administrators' agreements.</p> <p>Sharon thanked the staff for their hard work.</p> <p><i>Review of Agencies, Boards and Commissions</i></p> <p>A Task Force has been struck to look at the effectiveness of these entities and the skill sets of the Board members.</p> <p>The Task Force may be holding interviews or focus groups.</p>
15. What is happening in our communities?	<p>Upcoming Events:</p> <p>March 23 – South Region Self Advocacy Network (SRSAN) Brooks. Jo-lee to attend.</p> <p>April 18 – 20 – Alberta Council of Disability Services Annual Conference, Kananaskis. Sandy, Jo-lee, and John will attend.</p>
16. Next Board Meeting	<p>April 25 – Lethbridge</p> <p>Adjournment – 4:05 p.m.</p>