

**NORTHEAST COMMUNITY BOARD
PERSONS WITH DEVELOPMENTAL DISABILITIES
PUBLIC MEETING**

April 17th, 2010

1:00 p.m. to 5:00 p.m.

**PDD Boardroom, 2nd Floor, Provincial Building
5025 – 49 Avenue, St. Paul, Alberta**

APPROVED MINUTES

Present:

Board Members: Glenn Hennig, Chair, Dr. Douglas Fleming, Vice Chair, Sherry Young, Denis Duchesneau, Treena Lane, Maureen Kubinec, Kathryn Wiebe, Robert Annett

Administration: Dale Drummond, CEO; Michael Mountford, Director of Finance & Monitoring, Susan Belcourt, Manager of Community Integration, Sharon Salomon, Recording Secretary

A. Glenn Hennig, Chair, called the meeting to order at 11:05 a.m., April 17th, 2010.

B. Approval of Agenda

**#10-04-0540 MOTION: Maureen Kubinec moved that the Board approve the Agenda with the additions of Item 2.2 Workforce Council, Item 2.3 Conference Posters, and Item 2.4 Logo and Legal Name.
Carried unanimously.**

C. Approval of Minutes

**#10-04-0541 MOTION: Denis Duchesneau moved that the Board accept the Minutes.
Carried unanimously.**

D. Business Arising from the Minutes

#10-04-0542 MOTION: Kathryn Wiebe moved that the Board go In-Camera at 11:10 a.m. on April 17th, 2010 to discuss an organizational issue.
Carried unanimously.

#10-04-0543 MOTION: Dr. Douglas Fleming moved that the Board come out of Camera at 12:25 p.m. on April 17th, 2010.
Carried unanimously.

E. Board Regional Feedback and Future Direction

Denis Duchesneau, St. Paul

Lac La Biche Community Council

- The last meeting was held on April 14th, 2010.
- Denis Duchesneau was unable to attend on this date.

Kathryn Wiebe, Bonnyville

Bonnyville Community Council

- The next meeting is scheduled for April 20th, 2010.

ACDS Conference

- The Deputy Minister, Dave Arsenault, was in attendance and emphasized that concerns are recognized and assurance was provided of PDD commitment.
- The six priorities were introduced and discussed.
- Agencies are requesting more flexibility, and the Minister is wanting to hear more information on flexibility ideas and discussions.

Dr. Douglas Fleming, Westlock

Whitecourt Community Council

- The last meeting was held on April 1st, 2010.
- There were over 20 people in attendance.
- The group is continuing to work on their fundraising activities with regard to a 2011 PDD Conference.

Westlock Community Council

- The last meeting was held on April 15th, 2010.
- There were 14 people in attendance.
- Meeting attendance has improved with the change of venue.
- Merv Hilland provided a presentation on Registered Disability Savings Plans.
- The group was pleased with the Board's efforts to increase the rotary partnership in the Westlock area.

Glenn Hennig, Vegreville

Vegreville Community Council

- The last meeting was held on March 29th, 2010.
- There were 28 people in attendance.
- A speaker was in attendance and spoke on employment.
- Election of co-chairs will be held at the next meeting.

Sherry Young, St. Paul

St. Paul Community Council

- The next meeting is scheduled for April 20th, 2010.

Maureen Kubinec, Westlock

Barrhead Community Council

- The next meeting is scheduled for April 19th, 2010.
- Elections for Co-Chairs will be held at this meeting.

Treena Lane, Cold Lake

Cold Lake Community Council

- The next meeting is scheduled for April 21st, 2010.

Robert Annett, Plamondon

- No report.

F. Delegations/Presentations

G. Reports

1.1 Northeast Community Board Deferral Reports for March, 2010

- As part of the regular reporting to the Northeast Community Board, 3 reports were reviewed, including the standard monthly deferral report for March, 2010, a graph of Northeast PDD referrals from April 1, 2009 – March, 2010, and a monthly reporting of individuals who leave service in the Region to March 31, 2010.
- There are 6 individuals in the intake process; 2 from Vegreville, 1 from Lac La Biche, and 3 from Fort McMurray.
- There are 20 individuals who are deemed eligible and are awaiting delivery of PDD-funded supports; 1 from Barrhead, 6 from Bonnyville, 2 from Cold Lake, 2 from Whitecourt, 3 from Fort McMurray, and 6 from St. Paul.
- There are 5 individuals, 2 from St. Paul, 2 from Cold Lake, and 1 from Barrhead, who are receiving supports, but are awaiting requested changes in PDD-funded supports.
- There are 8 individuals, 5 from Fort McMurray, 1 from Vegreville, and 2 from Lac La Biche, whose applications have been approved but services are not available.
- Thirteen of the 27 new individuals entered into service when they turned 18. Fourteen individuals have entered service at an older age as follows: 19 – 24 years – 8 individuals; 25 – 39 years – 2 individuals; 40 – 53 years – 2 individuals; and 54 years and over – 2 individuals.
- Two new individuals are receiving services through Family Managed Agreements, and 1 individual has left Family Managed Agreement services. The net uptake for Family Managed Agreements is 1.
- The number of individuals no longer receiving service in the region is 15. The reasons for services being discontinued include becoming more

independent, 1 individual; moving out of Province, 3 individuals; change of family circumstances, 2 individuals; transient, 1 individual; 6 individuals have passed on, and seeking educational opportunities, 2 individuals.

- For 2009-2010, 25 new individuals have received services through contract while 14 individuals have left service under contract funding.
- The overall intake as at March 31, 2010 was 27 individuals, with 15 individuals leaving service, which results in a net growth of 12 individuals. Of the 27 new individuals receiving service, 22 had service delivered at a cost of \$4,000 per month or less.

**#10-04-0544 MOTION: Robert Annett moved that the Board accept this report as information.
Carried unanimously.**

1.2 Northeast Community Board Financial Report April 1, 2009 to February 28, 2010

- A summary of the financial statements of the Northeast Community Board for PDD for the period ending March 31st, 2010 was reviewed.
- The total expenditures for the first 2009-2010 fiscal year for Northeast PDD were \$31,019,000 (98.9% of the revised budget).
- Based on the revised revenue allocation of \$31,369,000 there was an overall under expenditure for the 2009-2010 fiscal year. .
- There was a \$27,000 under expenditure for Board Governance.
- There was a \$193,000 under expenditure for salaries as the result of salary variances due to staff on secondment.
- There was a \$252,000 under expenditure for administrative services or supplies.
- Expenditures for contracted services were over expended by \$427,000 for the fiscal year.
- Family Managed Services are under expended by \$278,000 for the 2009-2010 year. Utilization rates for family managed services are at 80.49 percent, which is under the historic trends of 92 percent used for forecasting.
- Actual expenditures for Ministry initiatives were \$27,000 less than estimated for the fiscal year.

**#10-04-0545 MOTION: Sherry Young moved that the Board accept the financial report as information.
Carried unanimously.**

1.3 Audit Committee Report

- The Audit Committee met on April 16th, 2010.
- The Board was provided with documents outlining the Audit Committee expenditures for 2009/2010 and the annual plan of events.
- The Audit Committee Terms of Reference will remain unchanged.

#10-04-0546 MOTION: Maureen Kubinec moved that the Board approve the Audit Committee Budget for 2010/2011.
Carried unanimously.

#10-04-0547 MOTION: Denis Duchesneau moved that the Board approve the financial statements for 2009/2010 as presented.
Carried unanimously.

#10-04-0548 MOTION: Maureen Kubinec moved that the Board accept the Audit Committee Annual Plan of Events as presented.
Carried unanimously.

1.4 Northeast Community Board Awards Program

- In July of 2009, the Minister approved a new format for the provincial awards that involved each Community Board developing an awards structure with the same five award categories as the provincial awards. The five award categories are: Norm McLeod Self-Advocacy Award, Individual Leadership Award, Community Citizenship Award, Community Disability Service Sector Leadership Award, and the Family Leadership Award. Details of each award category were provided together with questions to complete for each category. Copies of nomination packages were reviewed.
- Each PDD Community Board is undertaking a regional nomination process to recognize/select a winner for each category. The 30 regional “winners” become the nominees for the corresponding provincial awards.
- The Northeast Community Board is retiring the Service and Merit Award program and replacing it with the new award format. The Northeast Community Board values Community Councils, and Community Councils have been asked to nominate up to one individual per category. They do not have to have a nomination for each category. They should nominate only if they have a suitable candidate. Nominations will also be accepted from community members. The nomination deadline is June 30th of each year.
- There will only be 1 regional award winner from each of the categories.

- Once nominations are received by the Northeast Community Board, the awards committee of the Board will review each nomination and decide who the regional winners are in each of the categories.
- The Northeast Community Board will continue to have the Communicator of the Year award and the Empowerment awards as in the past.
- The awards program (as part of the regional conference) will now showcase the regional award winners in each of the categories. Unfortunately for this year, since we do not have a regional conference scheduled, alternative recognition will be required. The Northeast Community Board is currently reviewing options for this.

#10-04-0549 MOTION: Dr. Douglas Fleming moved that the Board accept this report as information. Carried unanimously.

1.5 2010-2013 Northeast Community Board Business Plan

- The Northeast Community Board 2010-2013 Business Plan is being developed in keeping with an overall ministry-wide process this year. As per discussions at the January Board meeting, changes have been incorporated into this draft.
- The Community Board Business Plans were submitted February 22nd, 2010. Comments and suggestions were received from PDD Program Branch and these have been incorporated into this draft.

#10-04-0550 MOTION: Denis Duchesneau moved that the Board approve the 2010-2013 Business Plan in principle as presented. Carried unanimously.

2.1 Self Advocate Update

- No report.

2.2 Workforce Council

- The Board reviewed a report provided by the Workforce Council.
- One hundred and seven people were trained this year in Foundations Training.
- In two years 202 staff in the region attained Foundations training. This is the first level of training for all front-line staff.

- All participants were enrolled in Grant MacEwan College program.
- Sixty-four participants were enrolled in the training through Portage College.
- A total of 265 training events occurred in 2009/2010 as compared to 182 events in 2008/2009.
- The Workforce Council group has done a very good job of providing training for service provider staff.

**#10-04-0551 MOTION: Dr. Douglas Fleming moved that the Board accept this report as information.
Carried unanimously.**

2.3 Conference Posters

- At the last Northeast PDD Conference, each Community Council was asked to prepare a poster describing their community.
- The conference committee discussed archiving these posters as a historical record.
- The posters have been photographed on 11 x 14 paper and will be made into a photo album/scrapbook for future reference.
- Community Councils who would like their original posters returned can advise Northeast PDD and the posters will be returned.
- The Board received this report as information.

**#10-04-0552 MOTION: Robert Annett moved that the Board accept this report as information.
Carried unanimously.**

2.4 Logo and Legal Name

- Changes have been made to the legal names for community boards.
- The “Alberta” portion must be removed from the name and logos.
- The legal name is “Northeast Region Community Board”.

**#10-04-0553 MOTION: Dr. Douglas Fleming moved that the Board accept this report as information.
Carried unanimously.**

H. Communication from Board Chair

- The next Council of Chairs meeting is scheduled for May 13th, 2010.
- Business Plans will be presented at the May 13th, 2010 meeting.
- Robert Annett will be the Board Member for the Athabasca area.
- Board Community Access Work will be an agenda item for the next Board meeting.

I. Communication from CEO

- Two appeals were heard on March 24th, 2010 in Fort McMurray. Both appeals related to eligibility. No decision has been received from the Appeal Panel yet.
- Two more appeals have been filed. Both appeals are from the Fort McMurray area. Both appeals relate to eligibility.
- The Northeast PDD website will be migrated into the Ministry website over the next few months. The website address will remain the same but will be overseen by the Ministry IT. Website changes will be provided to the Board at an upcoming meeting.
- Susan Belcourt, the new Manager of Community Integration, was introduced to the Board members.
- A copy of the Addiction and Mental Health Strategic Plan was distributed to the Board members.
- A newspaper article which ran in the Athabasca local newspaper was distributed to the Board members. The article showed the true community spirit of integration of a local individual.

J. Notice of Motion/Request for Information

K. Proposed Meeting Dates (Place & Community Invited)

May, 2010	No Meeting Scheduled
June 5 th , 2010	In Westlock - Westlock Invited Community
August 24 th , 2010	In Fort McMurray – Fort McMurray Invited Community
September 25 th , 2010	In St. Paul – Cold Lake Invited Community

L. Adjournment

#10-04-0554 MOTION: Kathryn Wiebe moved that the Board adjourn at 3:50 p.m.

Glenn Hennig, Board Chair

Dale Drummond, CEO