

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

Saturday, February 20th, 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, Robert Annett, Denis Duchesneau, Caren Mueller, Treena Lane, Maureen Kubinec, Kathryn Wiebe
Guests: Ray Danyluk, MLA, Gwen Bilodeau
Administration: Dale Drummond, CEO; Sharon Salomon, Recording Secretary

A. Glenn Hennig, Chair, called the meeting to order at 10:40 a.m., February 20th, 2010.

B. Approval of Agenda

**#10-02-0518 MOTION: Dr. Douglas Fleming moved that the Board approve the Agenda.
Carried unanimously.**

C. Approval of Minutes

**#10-02-0519 MOTION: Denis Duchesneau moved that the Board accept the Minutes with one addition.
Carried unanimously.**

D. Business Arising from the Minutes

- The Awards Committee did not meet since the last Board meeting so there is no report. An Awards Committee meeting date will be scheduled and held prior to the next Board meeting in March.

#10-02-0520 MOTION: Caren Mueller moved that the Board go In-Camera at 10:50 a.m. on February 20th, 2010 to discuss an organizational issue.
Carried unanimously.

#10-02-0521 MOTION: Robert Annett moved that the Board come out of Camera at 12:05 p.m. on February 20th, 2010.
Carried unanimously.

E. Board Regional Feedback and Future Direction

Treena Lane, Cold Lake

Cold Lake Community Council

- The last meeting was held on January 27th, 2010.
- There were 13 people in attendance.
- Self advocates are going out in the community and discussing accessibility.
- International Day of Persons with Disabilities was a great success. Plans are under way for next year's International Day of Persons with Disabilities.
- A delegation is scheduled to attend the next City Council meeting requesting a fee reduction for PDD individuals at the walking track in the Energy Centre.
- A delegation is approaching the local cinema regarding waiving admission fees for support staff attending with PDD individuals.
- The City of Cold Lake has purchased another handi-bus. The new bus should be running within the next 60 days. It accommodates up to 6 wheelchairs and 20 passengers. Both buses will remain in service and a second driver will be hired.
- Discussion was held on the role of community councils in the community.

Robert Annett, Plamondon

Fort McMurray Community Council

- There was no meeting held in February.
- No report.

Kathryn Wiebe, Bonnyville

Bonnyville Community Council

- The last meeting was held on February 16th, 2010.
- There were 12 people in attendance.
- Planning is under way for a mini-FIFA soccer tournament to be held at the end of May or beginning of June.
- The Minister's 6 priorities were reviewed by Community Council.

Denis Duchesneau, St. Paul

Lac La Biche Community Council

- The last meeting was held on February 10th, 2010.
- The Terms of Reference and roles of Community Council were reviewed.
- The budget was discussed.
- Discussion took place on changing meeting times to accommodate a better turn-out of individuals.
- Arlene Sorenson resigned as Co-Chair, and Walleen Steeves will be the new Co-Chair.

Sherry Young, St. Paul

St. Paul Community Council

- The last meeting was held on February 16th, 2010.
- Sherry Young was unable to attend.
- Discussion took place on the Supports Intensity Scale system.

Caren Mueller, Vimy

Athabasca Community Council

- Turn-out has been low, and strategies are being worked on to increase attendance at meetings.

Maureen Kubinec, Westlock

Barrhead Community Council

- Sixteen people were in attendance at the last meeting.
- Discussion took place on the changes within PDD.
- The next meeting is scheduled for February 22nd, 2010.

Glenn Hennig, Vegreville

Vegreville Community Council

- The last meeting held was on January 25th, 2010 and was a potluck supper. Thirty-two people were in attendance.
- Budget cuts were discussed.
- The next meeting is scheduled for February 22nd, 2010.

Dr. Douglas Fleming, Westlock

Whitecourt Community Council

- The last meeting was held on February 4th, 2010.
- Dr. Douglas Fleming was not able to attend.
- The group is continuing with their fundraisers for the 2011 conference, one of which is a Festival of Trees planned for the end of November. These fundraisers are part of a community engagement strategy for inclusiveness and also to seek some support for the 2011 conference.
- The next meeting is scheduled for March 4th, 2010.

Westlock Community Council

- Attendance has been low.
- Discussion took place regarding transportation.
- The next meeting is scheduled for March 18th, 2010 which will include a presentation on RDSPs.

F. Delegations/Presentations

Gwen Bilodeau, Executive Director – Lac La Biche Disability Services

- The Board sends regrets as they were unable to attend.
- Gwen Bilodeau commenced employment with Lac La Biche Disability Services 3 years ago in the midst of a long-standing massive provincial human resource crisis. Team leaders were working 24/7. There was no administrative support to hire or manage or supervise.
- An advertising campaign was commenced and since then staffing has stabilized. Lac La Biche Disability Services is currently fully staffed.
- A complex needs home has recently been opened. A lot of in depth staff training was required to get the program started.
- There are 7 individuals in the residential support program, and 6 individuals are complex needs/dually diagnosed.
- All programs are running extremely well. Individuals are attaining positive outcomes.
- The agency received a positive CET survey this past Fall.
- The agency is involved in a number of different community committees, including the Chamber of Commerce and the Inter-Agency Committee for International Day of Persons with Disabilities. Some individuals sit on these committees.
- Traditionally community support is under \$1,000 annually, but this year the agency received \$33,000 in community support from Town Council and local businesses.
- A future vision is to reach complex needs level 2.
- They are currently working toward licensing a home and fitting in another individual.
- Two staff are currently finishing their disability studies certificate. Many staff have completed foundations training.
- Ray Danyluk, MLA
 - Communication and collaboration are vital.
 - Communication with MLAs should be short, concise and to the point, and generally kept to one or two pages.

G. Reports

1.1 Northeast Community Board Deferral Reports for January, 2010

- As part of the regular reporting to the Northeast Community Board, three reports were reviewed, including the standard monthly deferral report for January 2010, a graph of Northeast PDD referrals from April 1, 2009 –

January 31, 2010, and a monthly reporting of individuals who leave service in the Region to January 31, 2010.

- There are 7 individuals in the intake process; 3 from Whitecourt, 1 from St. Paul, 1 from Barrhead, and 2 from Athabasca.
- There are no individuals who are deemed eligible and are awaiting delivery of PDD-funded supports.
- There are 5 individuals, 2 from St. Paul, and 3 from Barrhead, who are receiving supports, but are awaiting requested changes in PDD-funded supports.
- There are 14 individuals, 5 from Barrhead, 3 from St. Paul, 3 from Fort McMurray, 1 from Cold Lake and 2 from Bonnyville, whose applications have been approved but services are not available.
- The reasons individuals are leaving service include 8 individuals moving out of the region/Province, and 5 individuals passed away.
- Twenty-seven new, unique individuals entered service, and 13 individuals left service as of January 31st, 2010, resulting in a net uptake of 14 individuals.
- Thirteen of the 27 new individuals entered into service when they turned 18. The 14 remaining individuals have entered service at an older age.
- 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.
- Thirteen individuals, 4 from Whitecourt, 1 from Vegreville, 3 from Barrhead, 1 from Westlock, 3 from Athabasca, and 1 from Cold Lake, received enhancements to existing services.
- Through maximizing capacity in contracts, agencies also absorbed 18 individuals, 3 from Athabasca, 2 from Westlock, 2 from Fort McMurray, 4 from Bonnyville, 1 from St. Paul, 5 from Cold Lake, and 1 from Vegreville, that required enhancements or different service packages.
- For 2009-2010, 25 new individuals have received services through contract, while 12 individuals have left service under contract funding. The net uptake for Contract Services is 13.
- The overall intake at the end of January was 27 individuals, with 13 individuals leaving service, which results in a net growth of 14 individuals. Of the 27 new individuals receiving service, 22 had service delivered at a cost of \$4,000 per month or less.

**#10-02-0522 MOTION: Maureen Kubinec moved that the Board accept this report as information.
Carried unanimously.**

1.2 Northeast Community Board Financial Report April 1, 2009 to January 31, 2010

- A summary of the financial statements of the Northeast Community Board for PDD for the period ending January 31, 2010 was reviewed.
- The total expenditures for the first 10 months of the 2009-2010 fiscal year for Northeast PDD were \$25,904,000 (82.6% of the revised budget).
- Based on estimated, actual expenditures and recognized revenues of \$25,874,000 there was under expenditures of \$30,000 for the first 10 months.
- There was a \$19,000 under expenditure for Board Governance.
- There was a \$182,000 under expenditure for salaries as a result of salary vacancies and salary variances due to staff on secondment.
- There was a \$226,000 under expenditure for administrative services or supplies.
- Expenditures for contracted services were over expended by \$746,000 for the first 10 months of the year.
- Family Managed Services are under expended by \$322,000 for the first 10 months. Utilization rates for family managed service is at 80.49 percent, which is under the historic trend of 92 percent used for forecasting.
- Actual expenditures for Ministry initiatives were \$27,000 less than estimated for the first 10 months of the year.

**#10-02-0523 MOTION: Treena Lane moved that the Board accept this report as information.
Carried unanimously.**

1.3 Audit Committee Report

- The audit committee has an ongoing audit that is proceeding to stage two.
- The Schedule of Events will be approved for the new fiscal year at the next meeting.

**#10-02-0524 MOTION: Caren Mueller moved that the Board accept this report as information.
Carried unanimously.**

1.4 2010/2013 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 must be ready by February 22nd, 2010 for presentation to the Deputy Minister at a Council of Chairs meeting by the end of March.

**#10-02-0525 MOTION: Dr. Douglas Fleming moved that the Board approve the 2010-2013 Business Plan with one addition as discussed.
Carried unanimously.**

1.5 Annual Corporate Survey of Government Employees

- The provincial government completes an annual corporate survey of government employees. The 2008/09 survey was completed in September and October of 2009, and the results of the PDD portion of the survey were presented to the Board.
- PDD had a total of 603 responses, which represented both management and non-management employees.
- The Northeast Community Board had 20 responses, which represented both non-management and management employees.

**#10-02-0526 MOTION: Sherry Young moved that the Board approve this report as information.
Carried unanimously.**

2.1 Self Advocate Update

- No report.

H. Communication from Board Chair

- A meeting with agency boards was held on January 23rd, 2010. There was representation from 8 agencies. Four PDD Board members were in attendance.
- Ruth Hofer, of PDD Program Branch, gave a presentation and update on PDD.
- A list of questions posed by agencies was prepared in advance for Ruth Hofer to address.
- A further meeting between Boards will be scheduled for June, 2010.
- The Council of Chairs met on February 16th and finalized the Charter of the Council of Chairs. The Memorandum of Understanding was updated

for approval by the Minister. The Co-Chairs are to continue ongoing communication strategies and file ongoing expected activities with Program Branch by mid-March.

- The next Council of Chairs meeting is scheduled for March 17th, 2010.
- The Northeast Community Board will have representation at the President's Reception of the AACL Conference on March 19th, 2010 in Edmonton.

I. Communication from CEO

- No dispute resolutions are currently scheduled.
- The appeal panel will be assembling on March 24th, 2010 in Fort McMurray for an appeal regarding eligibility.
- The governance session is scheduled for March 26th, 2010 in Westlock. The Northeast Community Board will have representation at this meeting.
- Portage College has extended an invitation to the unveiling of their Business Plan and input from stakeholders dinner scheduled for March 11th, 2010. The Northeast Community Board will have representation at this meeting.

J. Notice of Motion/Request for Information

K. Proposed Meeting Dates (Place & Community Invited)

March 22, 2010	in St. Paul	Invited Community – Whitecourt
April 17, 2010	in St. Paul	Invited Community – Athabasca
May, 2010	No Meeting Scheduled	

L. Adjournment

#10-02-0527 MOTION: Kathryn Wiebe moved that the Board adjourn at 3:45 p.m.

Glenn Hennig, Board Chair

Dale Drummond, CEO