

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

Saturday, November 14th, 2009

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

2nd Floor, Provincial Building, St. Paul, Alberta

APPROVED MINUTES

Present:

Board Members: Glenn Hennig, Chair, Sherry Young, Robert Annett, Denis Duchesneau, Kathryn Wiebe, Caren Mueller, Dr. Douglas Fleming, Treena Lane, Maureen Kubinec (via telephone)
Administration: Dale Drummond, CEO; Sharon Salomon, Recording Secretary

A. Glenn Hennig, Chair, called the meeting to order at 11:15 a.m., November 14th, 2009.

A. Approval of Agenda

**#09-11-0475 MOTION: Robert Annett moved that the Board approve the Agenda.
Carried unanimously.**

B. Approval of Minutes

**#09-11-0476 MOTION: Sherry Young moved that the Board accept the Minutes as presented.
Carried unanimously.**

D. Business Arising from the Minutes

E. Board Regional Feedback and Future Direction

Denis Duchesneau, St. Paul

Lac La Biche Community Council

- The December meeting was cancelled.
- The next meeting is scheduled for January 4th, 2010.

Dr. Douglas Fleming, Westlock

Whitecourt Community Council

- The November meeting was cancelled.

Westlock Community Council

- The group is having difficulty finding a place and time that is meeting the needs of most individuals.
- The next meeting will be held in January, 2010.

Glenn Hennig, Vegreville

Vegreville Community Council

- Glenn Hennig has been unable to attend the last two meetings due to scheduling conflicts.
- The next meeting is scheduled for November 25th.

Treena Lane, Cold Lake

Cold Lake Community Council

- The meeting held on September 23rd had several participants attend. The role of Community Council was discussed.
- Discussion took place at the November 12th meeting regarding the December 3rd International Day for Persons with Developmental Disabilities. Sub-committees were established. The event will take place at the Energy Centre on December 3rd from 11:00 a.m. – 3:00 p.m.
- The next meeting is scheduled for December 5th.

Caren Mueller, Vimy

Athabasca Community Council

- The group is looking at changing the meeting time and location.

Sherry Young, St. Paul

St. Paul Community Council

- The last meeting was held on October 20th.
- Discussion took place about an upcoming Leadership Today session. Several people are registered for the session.
- Two individuals from St. Paul attended the Self Advocate Conference held in Edmonton on October 2nd and 3rd. Randy Jacobsen spoke about the Self Advocate Conference.
- The St. Paul Abilities Network Christmas party will be held on December 5th.
- The local People First group will be attending to clean-up after the SPAN Christmas party as a fundraiser.
- Conrad Jean reported on Special Olympics.
- The next meeting is scheduled for November 17th.
- Discussion will take place on community council hosting budgets.

Kathryn Wiebe, Bonnyville

Bonnyville Community Council

- There was no meeting held in October.
- The next meeting is scheduled for November 17th.

Robert Annett, Plamondon

Fort McMurray Community Council

- No report

Maureen Kubinec, Westlock

Barrhead Community Council

- No report.

F. Delegations/Presentations

Leadership Today – Donna Desjardins

- Funding has been cut relative to administration only.
- Six courses have been given in Edmonton, Red Deer, Central, South and Northeast.
- Last week a course was offered in St. Paul – “How Government Works”.
 - People First of Alberta paid for the course and PDD and the community assisted.
 - Every Community Council in Northeast Alberta received a binder and DVD with information on Leadership Today.
 - People First of Alberta has a board meeting next weekend in Edmonton. Representatives from across the Province will be in attendance.
 - Family Voices will be conducting a session on Wills and Estates via teleconference on December 2nd at 7:00 p.m. There are major changes due to the change in the Guardianship and Trusteeship Act.
 - A new initiative, “Creating Inclusive Communities – Community by Community” is currently under way. This initiative is developed to help support people in rural environments. Pilot communities involved are St. Paul and Barrhead. The initial draft regarding the project was provided to the Board members. The draft includes topics of local community engagement, the need for social capital and engaging families from birth to death. A network is being developed to ensure that there will be support throughout the lifespan. Local families are to network and develop a plan to support their son or daughter. Family Voices provide administrative support for this initiative.
- Family Voices now has over 150 families in Northeast Alberta.
 - The Board thanked Donna Desjardins for her presentation and enthusiasm on these projects.

G. Reports

1.1 Northeast Alberta Community Board Deferral Reports for September 30, 2009 and October 31, 2009

- As part of the regular reporting to the Northeast Alberta Community Board, three reports were reviewed, including the standard monthly deferral report for September 2009, a graph of Northeast PDD referrals from April 1, 2009 – September 30, 2009, and a monthly reporting of individuals who leave service in the Region to September 30, 2009.
- There are 7 individuals in the intake process; 5 from Whitecourt, 1 from Westlock and 1 from Lac La Biche.
- The overall intake at September 30th, 2009 was 19 individuals, with 9 individuals leaving service, which results in a net growth of 10 individuals.
- Five of the 19 new individuals entered into service when they turned 18. The 14 remaining individuals have entered service at an older age, as follows: 8 individuals were from 19 – 24 years; 3 individuals were from 25 – 39 year; 2 individuals were from 40 – 53 years, and 1 individual was 54 years or over.
- Nineteen individuals entered service in the first six months of the fiscal year. Sixteen individuals had service delivered at a cost of \$4,000 per month or less, and 3 individuals had costs of over \$7,000 per month.
- The reasons individuals are leaving service include becoming more independent, moving out of the region/Province, which included 6 individuals, changes in circumstances, 2 individuals who passed away, and educational opportunities.
- The breakdown of program costs for individuals new to service and who have left service as of September 30th, 2009, include: 0 new individuals are receiving services through Family Managed Agreements; 1 individual has left Family Managed Services. The net uptake for Family Managed Agreements is -1.
- For 2009-2010, 19 new individuals have received services through contract, while 8 individuals have left service under contract funding. The net uptake is 11 individuals.
- There is 1 individual from Bonnyville who is deemed eligible and is awaiting delivery of PDD-funded supports.
- There are 9 individuals, 1 from St. Paul, 6 from Barrhead, 1 from Vegreville, and 1 from Whitecourt, receiving supports, but are awaiting requested changed in PDD-funded supports.

- There are 14 individuals, 6 from Barrhead, 2 from St. Paul, 1 from Lac La Biche and 5 from Fort McMurray, whose applications have been approved but services are not available.
- As at October 31, 2009 no individuals were eligible and awaiting delivery of PDD-funded supports.
- As at October 31, 2009 9 individuals, 1 from St. Paul, 6 from Barrhead, 1 from Vegreville, and 1 from Whitecourt, were receiving supports but awaiting requested changes in PDD-funded supports.
- As at October 31, 2009 16 individuals, 6 from Barrhead, 2 from St. Paul, and 8 from Fort McMurray, had their applications approved but services are not available.
- Through the 2009/2010 growth allocation, four individuals, 3 from Whitecourt and 1 from Vegreville, received enhancements to existing services.
- Through maximizing capacity in contracts, agencies 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.
- As at October 31, 2009, 6 individuals, 3 from Whitecourt, 1 from Lac La Biche, 1 from Westlock and 1 from Fort McMurray, were in the intake process.
- The managed uptake process has been utilized to put some people into service.
- Demands are high, but the most at-risk individuals are being brought into service.

**#09-11-0477 MOTION: Robert Annett moved that the Board receive this report as information.
Carried unanimously.**

1.2 Northeast Alberta Community Board Financial Report April 1, 2009 to September 30, 2009

- A summary of the financial statements of the Northeast Alberta Community Board for PDD for the period ending September 30, 2009 was reviewed.
 - The total expenditures for the first 6 months of the 2009-2010 fiscal year for Northeast PDD were \$15,258,000 (46.9% of the budget).
- Based on estimated, actual expenditures and recognized revenues of \$14,980,000 there was over expenditures of \$278,000 for the first 6 months.
- There was a \$3,000 under expenditure for Board Governance.
- There was a \$95,000 under expenditure for salaries as a result of salary vacancies.
- There was a \$113,000 under expenditure for administrative services or supplies.

- Expenditures for contracted services were over expended by \$654,000 for the first 6 months of the year.
 - Family Managed Services are under expended by \$98,000 for the first 6 months.
 - Utilization rates for family managed services are at 87.2 percent.
 - Actual expenditures for Ministry initiatives were \$67,000 less than estimated for the first 6 months of the year.
- Steps are being taken to reduce contracts by 4.35 percent.

**#09-11-0478 MOTION: Caren Mueller moved that the Board accept this report as information.
Carried unanimously.**

1.3 11th Northeast Regional Community Conference

- A total of 95 evaluations were received from participants at the 11th annual Northeast Alberta Community Board conference held on September 23rd and 24th, 2009 in St. Paul.
- The total number of evaluations received is slightly over 43 percent of the number of registrations. This is a large increase compared to previous years.
- A detailed summary of the results was distributed and reviewed by Board members.
- The conference budget had a final result of coming in approximately \$300 under the projected budget of \$40,000.
- There is approximately \$1,000 remaining in the local fundraising account.

**#09-11-0479 MOTION: Dr. Douglas Fleming moved that the Board accept this report as information.
Carried unanimously.**

**#09-11-0480 MOTION: Treena Lane moved that the Northeast Community Board provide a letter of support to the 11th Annual Conference Committee recommending that the excess funds be utilized to assist PDD individuals from the St. Paul area in attending workshops and conferences.
Carried unanimously.**

1.4 Board to Board Council of Chairs (Service Providers) Discussion

- The October meeting was postponed to tentatively January 22nd and 23rd, 2010.

#09-11-0481 MOTION: Robert Annett moved that the Board accept this report as information.
Carried unanimously.

#09-11-0482 MOTION: Caren Mueller moved that Administration be directed to send correspondence to service provider boards indicating that a delegation from the Northeast Community Board would be willing to meet with agency boards to discuss current PDD matters.
Carried unanimously.

1.5 Complex Needs Update and Discussion

- The cross-ministry committee on complex needs has completed their session of meetings.
- A report will be provided to the ADM cross-ministry team and to the CEO forum at the end of November.
- Following the recommendations, a report will be provided to the Minister in January.
- The Northeast region has, as of April 1st, 2009, served notice on an agency to terminate their behavioral outreach services contract. This contract was not working to the level it should have been.
- The Northeast region is working on a new behavioral support model. As part of this, a psychologist has been contracted part-time. The psychologist has attended almost every agency to assist them with developing behavioral and support plans. The psychologist is also providing training to agency staff on writing behavioral plans.
- Specifically to Fort McMurray, there is a conference call scheduled for November 16th, 2009 with START and other community partners to address the issue of complex needs support.

#09-11-0483 MOTION: Katherine Wiebe moved that the Board accept this report as information.
Carried unanimously.

1.6 Audit Committee Report

- A proposed budget for the Audit Committee for the 2010 fiscal year was presented to the Board for approval.

**#09-11-0484 MOTION: Caren Mueller moved that the Northeast Community Board approve the audit committee budget for the 2010 year as presented.
Carried unanimously.**

1.7 12th Annual Northeast Regional Community Conference Discussion

- The final date for approval of the Whitecourt Conference was decided as December 3rd, 2009, when the Committee is meeting next and will have fundraising numbers available.
- Administration will ensure each Community Council has been contacted with regard to fundraising for the Whitecourt Conference.

1.8 Northeast Alberta Community Board Quarterly (2nd) Report April 1, 2009 to September 30, 2009

- The Northeast Board prepares a report which outlines the activities and events undertaken by the Board and the results achieved in relation to the 2009-2010 Business Plan. Each quarterly report is presented in two sections.
- The first section of the report highlights/summarizes the activities and results associated with the regional strategies for each of the Ministry Goals 1 through 3.
- The second section is the financial report for the second quarter.

**#09-11-0485 MOTION: Robert Annett moved that the Board accept this report as information.
Carried unanimously.**

2.1 Self Advocate Update

- Three individuals from the Northeast region, 1 from Westlock, 1 from Vegreville and 1 from Fort McMurray, were on the planning committee for the self-advocate summit held in early October in Edmonton.

- Approximately ten individuals from the Northeast region attended the self-advocate summit.
- Regional self-advocates, together with representatives from Leadership Today, presented a training session in November in St. Paul.

2.2 Creating Communities – Community by Community

- This initiative is to support people in rural environments.
 - A proposal has been drafted with pilot communities of St. Paul and Barrhead involved.
 - The network is being developed to ensure that there will be support to families in rural environments.
 - Local families can network and develop a plan to support their son or daughter to be welcomed into the community.
- Family Voices provides administrative support for this initiative.
- Resources will be shared amongst families.
 - The outcome is to have a support group as such in each community in the northeast region.

H. Communication from Board Chair

- The next Council of Chairs meeting is scheduled for November 16th.
 - The focus of the meeting will be on amendments and improvements to the Memorandum of Understanding that the community boards have signed with the Ministry, and also discussing a recruitment profile for new board recruitment.

I. Communication from CEO

- There is one outstanding appeal from Fort McMurray. The appeal hearing is scheduled for December 9th.
- The Annual Report is now available.
- Pandemic plans are now in place.

#09-11-0486 MOTION: Dr. Douglas Fleming moved that the Board go In-Camera at 11:15 a.m. on November 14th, 2009 to discuss an organizational issue. Carried unanimously.

#09-11-0487 MOTION: Denis Duchesneau moved that the Board come out of

Camera at 12:55 p.m. on November 14th, 2009.
Carried unanimously.

J. Notice of Motion/Request for Information

K. Proposed Meeting Dates (Place & Community Invited)

December 15, 2009	in St. Paul	Invited Community – Bonnyville
January 25, 2010	in St. Paul	Invited Community – Lac La Biche
February 20, 2010	in St. Paul	Invited Community - Westlock

L. Adjournment

#09-11-0488 MOTION: Denis Duchesneau moved that the Board adjourn at 4:15 p.m.

Glenn Hennig, Board Chair

Dale Drummond, CEO