

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

**Thursday, August 21st, 2008
10:00 a.m. to 3:00 p.m.
Conference Room, Merit Hotel
Fort McMurray, Alberta**

APPROVED MINUTES

Present:

Board Members: Glenn Hennig, Chair, Dr. Douglas Fleming, Vice-Chair, Sherry Young, Denis Duchesneau, Robert P.R. Annett, Kathryn Kozak Wiebe, Maureen Kubinec
Guests: Nikki Lou Mackin, Phillip Mackin, Troy Semers, Sonia King, Mike Allan, Iris Pasareno, Etta Nicholson, Peter Farnden, Arlene Ehl, Captain Randy Hale, Debbie O'Halloran
Administration: Dale Drummond, CEO; Michael Mountford, Recording Secretary

A. Glenn Hennig, Chair, called the meeting to order at 9:50 a.m., August 21st, 2008.

B. Approval of Agenda

**#08-08-0347 MOTION: Robert Annett moved that the Board approve the Agenda with the addition of Item 1.10 – Revised Business Plan and the deletion of Item 1.4 – Northeast Alberta Community Board Audit Committee and Item 1.5 – Northeast Alberta Community Board 2008/09 Budget.
Carried unanimously.**

C. Approval of Minutes

**#08-08-0348 MOTION: Maureen Kubinec moved that the Board approve the Minutes with a correction to Item 1.2 inserting the corrected amount of \$2,319,000 as revenues.
Carried unanimously.**

D. Business Arising from the Minutes

E. Board Regional Feedback and Future Direction

Sherry Young, Elk Point

- St. Paul Community Council
 - The last meeting held was a barbeque in June.
 - There was no meeting in July.
 - The next meeting is scheduled for September 22nd.

Robert Annett, Plamondon

- Fort McMurray Community Council
 - The last meeting was held on August 19.
 - The group is trying to reorganize.
- Robert Annett attended the Annual General Meeting for Blue Heron Vocational Training Center held in Athabasca in June.

Kathryn Kozak Wiebe, Bonnyville

- Bonnyville Community Council
 - The group will be participating in the shoreline clean up on September 2nd.

Dr. Douglas Fleming, Westlock

- Whitecourt Community Council
 - There was a farewell luncheon held in July for Dale Donnelly and Candy Sawyer, past Co-Chairs of Whitecourt Community Council, who are moving out of the area.
 - The August meeting was cancelled.
- Westlock Community Council
 - The next meeting is scheduled for September, 2008.

Denis Duchesneau, Lac La Biche

- Lac La Biche Community Council
- No report.

Caren Mueller, Vimy

- No report

Glenn Hennig, Hilliard

- Vegreville Community Council
- The next meeting is scheduled for the week of August 25th, at which time the attendees for the 10th Annual Northeast Alberta Community Board Conference will be selected.

F. Delegations/Presentations

Regional Municipality of Wood Buffalo – Mike Allan

- Over the past five years Fort McMurray has been growing at a rate of 9 percent.
- Some of the key challenges are staffing and housing.
- The current population is 90,000 but is expected to increase to 100,000 in the current year.
- There is a shadow population of 8,000 – 12,000 living in hotels (excluding those living in camps).

WJS Alberta (WJ Stelmaschuk and Associates) – Peter Farnden, Etta Nicholson,

- Recruitment is a key issue.
- Discussion is occurring on what type of accreditation will be used. CTS accreditation will not be used.
- There is concern with the financial model of the new contract relating to cash flow and rising administration costs.
- A success story of a local individual was shared. An individual who entered service has battled cancer and is now moving from a 24-hour support home to schooling and is volunteering at local hospitals.

Governing Council of the Salvation Army (START) – Captain Randy Hale, Iris Pasareno

- There has not been a lot of new growth.
- They have excellent partners in the community, including the Y.M.C.A.
- Their partners allow START to provide cost savings to individuals.
- There is no more room for growth in their current building and little revenue to assist with administrative increases, building costs, etc.

Inclusive Post-Secondary Education – Debbie O'Halloran

- In the inclusive post-secondary education program students get to participate in college life and learn about career opportunities.
- There is adaptive technology, including Work Q and Speak Q to assist two students with their school work.
- There is currently an office administrative student who is now able to type 21 words per minute and perform filing work.
- There is currently an educational assistant student who has developed a portfolio of art and music activities. This student also has first aid training.
- Students are participating and interacting in school classes, with the average class being approximately 20 people.
- There is an employee preparation program, including a colours presentation, resume and cover letter sessions and learning about employer expectations.
- Summer employment experiences occurred. There is a student who worked in the library and worked with the Dewey Decimal system. There was a student who was an educational assistant and worked with a student 8 and 10 hours days during the summer. This program has proven successful as displayed by the growth of the individual in their confidence and skills.
- The three-year initiative provides students with not much homework, but they do have assignments and deadlines. When the students finish the program they receive a certificate of participation for the courses they audited. There is no actual diploma.

G. Reports

1.1 Northeast Alberta Community Board Deferral Reports for June and July 2008

- As part of the regular reporting to the Northeast Alberta Community Board, reports were reviewed on the standard monthly deferral, a graph of deferrals for the period April 1, 2008 – July 31, 2008 and a monthly reporting of individuals who leave service in the Region.

- There are currently 2 individuals, 1 from Cold Lake and 1 from St. Paul, in the intake process.
- There are currently 2 individuals, 1 from Bonnyville and 1 from Cold Lake, who are deemed eligible and are awaiting delivery of PDD-funded supports.
- There are currently no individuals who are receiving supports and are awaiting requested changes in PDD-funded supports.
- There are currently 8 individuals, 3 from Vegreville, 3 from Fort McMurray, 1 from Barrhead and 1 from St. Paul, who have had their applications approved but services are not currently available.
- 10 individuals have left services in the region. Some of the reasons for leaving service in the region include moving out of the region, seeking independence, change in needs, and two individuals passed away.
- The overall intake at the end of July was 9 individuals with 10 individuals leaving service, which results in a net growth of negative one (-1) individuals.
- Of the intake of 9 individuals, 6 individuals had services delivered at a cost of \$4,000 or less.

**#08-08-0349 MOTION: Dr. Douglas Fleming moved that the Board accept this report as information.
Carried unanimously.**

1.2 Northeast Alberta Community Board Financial Report April 1, 2008 to July 31, 2008

- A summary of the financial statements of the Northeast Alberta Community Board for PDD for the period ending July 31, 2008 was reviewed.
- The total expenditures for the first four months of the 2009 fiscal year for Northeast PDD were \$10,019,000 (33.4% of the budget).
- Based on recognized revenues of \$10,115,000 there was an under expenditure of \$96,000 for the first quarter.
- There was a \$10,000 over expenditure for Board Governance.
- There was a \$16,000 reduction in planned expenditures as a result of salary vacancies and salary vacancies due to staff on LTDI.
- There was a \$17,000 under expenditure for administrative services or supplies. These funds have been deferred to expenditures that will occur later in the fiscal year.
- Expenditures for contracted services were \$64,000 more than expected for the four months.
- Actual expenditures for community capacity and achieving better outcomes projects were \$137,000 less than estimated for the first four months of the year. Expenditures in this category have been deferred to later in the fiscal year.

**#08-08-0350 MOTION: Robert Annett moved to accept the financial report as presented.
Carried unanimously.**

1.3 Northeast Alberta Community Board Quarterly Activity Report

- The Northeast Alberta Community Board prepares a report which outlines the activities and events undertaken by the Board and the results achieved in relation to the 2007-2008 business plan. Each quarterly report is presented in two sections, the first section reporting on the highlights of the Board's activities under the four key areas of shared governance and right relationships, infrastructure, facilitation and assurance. The second section summarizes the activities and results associated with the regional strategies for each of the Ministry goals 1 through 3.
- During the first quarter Board members were involved in a variety of community events, including representation at service provider annual general meetings, one agency's staff retreat and various CET presentations.
- Some Board members attended the 2008 Northern Alberta Development Council Conference, the Dual Diagnosis Conference held in Red Deer on April 2nd and the Health Board Conference held on April 14th – 18th.
- Board members have worked with Community Council Co-Chairs to develop a policy which would govern community councils.
- Board members took an active role in the joint Northeast and Northwest PDD Self-Advocate Conference held in Slave Lake in June.
- Some Board members and staff attended the Alberta Council of Disability Services Annual Conference and shared in learning's about best practices in service provision and current issues facing service providers.
- Board and administration continued to be involved in activities supporting the North Central Alberta Governance Agreement.
- The Board Chair met with Minister Mary Ann Jablonski to discuss activities undertaken in the Northeast and introduced the Deputy Minister, Tim Wiles, to service provider agencies, including specific employment initiatives, in the community of Vegreville.
- The Board Audit Committee continued its meetings, which were held on April 25th and June 11th, with discussion with the Auditor General on June 11th.

**#08-08-0351 MOTION: Sherry Young moved to accept that the Board accept report as information.
Carried unanimously.**

1.4 Northeast Alberta Community Board Audit Committee

- Item 1.4 was deleted from the Agenda.

1.5 Protection for Persons in Care Act Annual Report

- Item 1.5 was deleted from the Agenda.

1.6 The Alberta Disabilities Forum Community Consultation

- A number of Alberta Disabilities Forums for Community Consultation were held across the Province.
- Advocacy was for all disabilities and not just developmental disabilities.
- The Northeast Alberta Community Board for PDD was represented at some of the forums held throughout the Region.

**#08-08-0352 MOTION: Robert Annett moved that the Board accept this report as information.
Carried unanimously.**

1.7 2008 Governor's Forum Update

- The 2008 Governors' Forum is being held in Edmonton on September 30th, October 1st and 2nd.
- Dale Drummond is co-chairing the planning of this event.
- The Minister and Deputy Minister plan to be in attendance.
- On October 2nd there will be an open microphone session with the Deputy Minister.
- A PowerPoint presentation is being prepared for presentation by the Northeast Alberta Community Board highlighting leadership and direction, organizational effectiveness, facilitation and community connectiveness and assurance and accountability. Community Councils will be highlighted as well as the regional governance agreement and a discussion on opportunities.

**#08-08-0353 MOTION: Kathryn Wiebe moved that the Board accept this report as information.
Carried unanimously.**

1.8 Minister's Engagement Process – June 2008 Update

- Two sessions were held in the Northeast region, one in Westlock and one in Bonnyville. Both had low attendance.
- The Northeast region has submitted reviews of the sessions to the PDD Program Branch.

**#08-08-0354 MOTION: Denis Duchesneau moved that the Board accept this report as information.
Carried unanimously.**

1.9 Minister' Tour – July 2008 Update

- The Minister and Assistant Deputy Minister conducted visits to each of the six regions.
- The Northeast region hosted the Minister and Assistant Deputy Minister in St. Paul and Whitecourt on July 31st, 2008.
- The Board extended a thank you to Arlene Ehl, Mary-Jo Husby, ECHO Society, Whitecourt Care and the Whitecourt Community Council for their assistance with the program for the Minister's visit to Whitecourt.

**#08-08-0355 MOTION: Dr. Douglas Fleming moved that the Board accept this report as information.
Carried unanimously.**

1.10 Revised Business Plan

- The Board approved the deletion of clause 3.1 regarding the strategy for the provincial funding framework.

**#08-08-0356 MOTION: Sherry Young moved that the Board accept the deletion of Clause 3.1 regarding the strategy for the provincial funding framework.
Carried unanimously.**

2.1 Self Advocate Update

- Phillip Mackin is enrolled in a Bachelor of Arts program at Keyano College. The Board would like an update on Phillip's progress and successes with his activities.

**#08-08-0357 MOTION: Maureen Kubinec moved that the Board accept this report as information.
Carried unanimously.**

2.2 10th Annual Regional Conference Update

- The conference committee met again in August.
- The invitation letter to dignitaries has been sent out. The Premier has replied with his regret that he is unable to attend.

**#08-08-0358 MOTION: Robert Annett moved that the Board accept this report as information.
Carried unanimously.**

G. Communication from Board Chair

- Glenn Hennig was unable to attend the last Council of Co-Chairs meeting.
- The new funding model is not yet available.
- Glenn Hennig presented CET Accreditation Certificates to WJS (WJ Stelmaschuk & Associates) and START (Governing Council of the Salvation Army).

H. Communication from CEO

- Two new Service Coordinators have commenced with the Northeast Alberta Community Board; Curt Corbett for Athabasca and Yvonne Szydlak for Bonnyville/Cold Lake.
- The Northeast Community Board received an invitation to the St. Paul Abilities' Network Annual General Meeting scheduled for September 17th. The Northeast Alberta Community Board will provide representation at the Annual General Meeting.
- The Special Olympics Ball Tournament was held in August and there was representation by the Northeast Alberta Community Board and staff.

I. In-Camera Session – Held October 20th, 8:30 p.m. Fort McMurray (Review Organizational Issues)

**#08-08-0359 MOTION: Denis Duchesneau moved that the Board go In-Camera at 8:40 p.m. to discuss an organizational issue.
Carried unanimously.**

#08-08-0360 MOTION: Denis Duchesneau moved that the Board come out of Camera at 10:55 p.m.
Carried unanimously.

J. Notice of Motion/Request for Information

K. Proposed Meeting Dates (Place & Community Invited)

No Scheduled Meeting in September

October 2, 2008

in Edmonton

Governance Forum

L. Adjournment

#08-08-0361 MOTION: Denis Duchesneau moved that the Board adjourn at 2:35 p.m.
Carried unanimously.

Glenn Hennig, Chair

Dale Drummond, CEO