

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

**Tuesday, December 15<sup>th</sup>, 2009**

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

**2<sup>nd</sup> Floor, Provincial Building, St. Paul, Alberta**

**APPROVED MINUTES**

**Present:**

Board Members: Dr. Douglas Fleming Vice Chair, Sherry Young, Robert Annett,  
Denis Duchesneau, Caren Mueller, Treena Lane, Maureen Kubinec  
Administration: Dale Drummond, CEO; Michael Mountford, Director of Finance &  
Monitoring, Sharon Salomon, Recording Secretary  
Regrets: Glenn Hennig, Board Chair, Kathryn Wiebe

**A. Dr. Douglas Fleming, Vice Chair, called the meeting to order at 1:00 p.m.,  
December 15<sup>th</sup>, 2009.**

**B. Approval of Agenda**

**#09-12-0489 MOTION: Maureen Kubinec moved that the Board approve the  
Agenda.  
Carried unanimously.**

**C. Approval of Minutes**

**#09-12-0490 MOTION: Denis Duchesneau moved that the Board accept the  
Minutes with the following amendments:  
Item 1.1 – Change to 6 from Barrhead;  
Item 1.2 – Change to local fundraising account.  
Carried unanimously.**

#### **D. Business Arising from the Minutes**

- The teleconference by Family Voices held on December 2<sup>nd</sup> was attended by 14 callers from across the Province. The session was very interesting, and participation in future sessions is encouraged.

#### **E. Board Regional Feedback and Future Direction**

##### **Treena Lane, Cold Lake**

###### Cold Lake Community Council

- The International Day of Persons with Disabilities was celebrated in Cold Lake on December 3<sup>rd</sup>.
- The evaluations received indicated that participants found this to be a learning experience, and the event was very successful.
- The next Community Council meeting is scheduled for January 27<sup>th</sup>, 2010.

##### **Denis Duchesneau, St. Paul**

###### Lac La Biche Community Council

- There was no meeting in December.
- The next meeting is scheduled for January 13<sup>th</sup>, 2010.

###### St. Paul Community Council

- The meeting was attended on behalf of Sherry Young.
- A loonie was canvassed from each participant as a contribution toward the December Christmas social/meeting.
- The December social/meeting is scheduled for December 15<sup>th</sup>.

##### **Caren Mueller, Vimy**

###### Athabasca Community Council

- The December meeting was cancelled.
- The group will meet again in January, 2010.

## **Maureen Kubinec, Westlock**

### Barrhead Community Council

- The community held the 4<sup>th</sup> annual Community Christmas supper. Community Council fundraised and solicited support for this event. Each year the attendance increases. This year 150 people attended the event. The event is run totally by community volunteers. Donations were made to the food bank. Scott Robins presented and spoke of his award received at the Northeast PDD conference.
- Barrhead Community Council was recognized in the United Nations website. They also received congratulatory correspondence from the United Nations, the Minister, the Board Chair and the CEO of PDD.
- The next meeting is scheduled for January 18<sup>th</sup>, 2010.

## **Robert Annett, Plamondon**

### Fort McMurray Community Council

- There was no meeting held in November or December.
- No report.

## **Sherry Young, St. Paul**

### St. Paul Community Council

- Denis Duchesneau attended the last meeting on Sherry Young's behalf.
- The December meeting/social is scheduled for December 15<sup>th</sup>.
- The group has received donations for the supper being provided at the meeting.

## **Dr. Douglas Fleming, Westlock**

### Whitecourt Community Council

- The last meeting was held on December 3<sup>rd</sup>.
- Twenty individuals were in attendance. The meeting included a Christmas social. The 2010 Conference was discussed.

### Westlock Community Council

- There was no meeting held in December.
- The next meeting is scheduled for January 11<sup>th</sup>, 2010.
- Elections for co-chairs will occur at the January meeting.

### **Glenn Hennig, Vegreville**

#### Vegreville Community Council

- No report.

### **Kathryn Wiebe, Bonnyville**

#### Bonnyville Community Council

- No report.

## **F. Delegations/Presentations**

### Catholic Social Services – Dale Peterson and Tacey Murphy

- The agency provides PDD services in the Northeast region, the Edmonton region and the Central Region.
- Dale Peterson is responsible for the Northeast region and the Edmonton region.
- Karen Murphy and a colleague share responsibility for the Central region.
- The agency's operating budget this year is 63 million dollars.
- 49 percent of the budget is from PDD boards.
- The agency provides services to approximately 800 adults, youth and children with developmental disabilities. The numbers continue to grow.
- The agency is fully accredited by the Council for Accreditation based in New York.
- The agency has been accredited by an international risk management accrediting body.
- The review indicated acknowledgement of a high level of support from the government compared to government support in other countries.
- The agency is involved in a PDD pilot project for outcome measurements. The outcome measurement system is based on 8 domains that confirm quality of life for persons with developmental disabilities.

- The accreditation body involved individuals with disabilities to conduct the surveying. The quality of responses was partially in terms of data reliability associated with the fact it was a disabled person interviewing a disabled person on their quality of life.
- The agency is working closely with PDD on complex needs.
- In July the agency completed a contingency plan based on potential future budget realignments.
- A best practice approach was reviewed involving a flattening of the organization. Two positions were eliminated at the management level. These staff were offered re-employment at a different level with little significant impact.
- The agency appreciated the 2 months notice on potential future budget realignments.
- A hiring freeze was implemented in September in anticipation of a budget reduction. Hiring is on an as-need basis to ensure hours for current staff.

## **G. Reports**

### **1.1 Northeast Alberta Community Board Deferral Reports for November 30, 2009**

- As part of the regular reporting to the Northeast Alberta Community Board, three reports were reviewed, including the standard monthly deferral report for November 2009, a graph of Northeast PDD referrals from April 1, 2009 – November 30, 2009, and a monthly reporting of individuals who leave service in the Region to November 30, 2009.
- There are 3 individuals in the intake process; 1 from Whitecourt, 1 from Westlock and 1 from Lac La Biche.
- There are no individuals who are deemed eligible and are awaiting delivery of PDD-funded supports.
- There are 8 individuals, 3 from St. Paul, 4 from Barrhead, and 1 from Vegreville, who are receiving supports, but are awaiting requested changes in PDD-funded supports.
- There are 10 individuals, 4 from Barrhead, 1 from St. Paul, and 5 from Fort McMurray, whose applications have been approved but services are not available.
- The reasons individuals are leaving service include becoming more independent, 1 individual; moving out of the region/Province, 3 individuals; changes in circumstances, 1 individual; and educational opportunities, 2 individuals.
- Eight new individuals, 3 from Whitecourt, 1 from Athabasca, 1 from Barrhead, 1 from Lac La Biche, 1 from Vegreville and 1 from St. Paul, entered service as of November 30, 2009.

- Thirteen individuals, 4 from Whitecourt, 1 from Vegreville, 3 from Barrhead, 1 from Westlock, 3 from Athabasca, and 1 from Cold Lake, had 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.
- The overall intake at the end of September was 19 individuals, with 8 individuals leaving service, which results in a net growth of 11 individuals.

**#09-12-0491 MOTION: Denis Duchesneau moved that the Board accept this report as information. Carried unanimously.**

## **1.2 Northeast Alberta Community Board Financial Report April 1, 2009 to November 30, 2009**

- A summary of the financial statements of the Northeast Alberta Community Board for PDD for the period ending November 30, 2009 was reviewed.
- The total expenditures for the first 8 months of the 2009-2010 fiscal year for Northeast PDD were \$21,094,000 (66.0% of the budget).
- Based on estimated, actual expenditures and recognized revenues of \$20,900,000 there was over expenditures of \$194,000 for the first 8 months.
- There was a \$13,000 under expenditure for Board Governance.
- There was a \$116,000 under expenditure for salaries as a result of salary vacancies and salary variances due to staff on secondment.
- There was a \$204,000 under expenditure for administrative services or supplies.
- Expenditures for contracted services were over expended by \$854,000 for the first 8 months of the year.
- Family Managed Services are under expended by \$303,000 for the first 7 months.
- Actual expenditures for Ministry initiatives were \$24,000 less than estimated for the first 8 months of the year.

**#09-12-0492 MOTION: Maureen Kubinec moved that the Board accept this report as information. Carried unanimously.**

### **1.3 Audit Committee Report**

- The Audit Committee met on November 30<sup>th</sup>, 2009 for an entrance meeting.
- The Auditor General's office was pleased with the reporting and the audit and congratulated the Finance team for their work throughout the audit process.

**#09-12-0493 MOTION:** Caren Mueller moved that the Board accept this report as information.  
Carried unanimously.

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

- The next meeting is scheduled for January 23<sup>rd</sup>, 2010.

**#09-12-0494 MOTION:** Robert Annett moved that the Board accept this report as information.  
Carried unanimously.

### **1.5 Complex Needs Update and Discussion**

- A teleconference was held with the Fort McMurray group last week.
- Work will continue in January with this group and in setting a community plan.

**#09-12-0495 MOTION:** Sherry Young moved that the Board accept this report as information.  
Carried unanimously.

### **1.6 12<sup>th</sup> Annual Northeast Regional Community Conference Discussion**

- The Whitecourt Conference Committee has regretfully submitted that they are unable to host the 12<sup>th</sup> annual conference on the dates scheduled of April 30<sup>th</sup>, May 1<sup>st</sup> and May 2<sup>nd</sup>, 2010.
- A recommendation was made to the Board that the 12<sup>th</sup> annual conference be deferred or rescheduled for Whitecourt for 2011.

**#09-12-0496 MOTION:** Maureen Kubinec moved that the Board accept the recommendation that the 12<sup>th</sup> annual conference scheduled for Whitecourt in 2010 be postponed and revisited for consideration by the Board later in the 2010 fiscal year.  
Carried unanimously.

**#09-12-0497 MOTION:** Sherry Young moved that the Board give Whitecourt the first opportunity to host the 2011 Conference.  
Carried unanimously.

- The Board Awards Committee will be reinstated in January 2010.

**#09-12-0498 MOTION:** Sherry Young moved that the Board accept this report as information.  
Carried unanimously.

## **1.7 2010-2013 Business Plan Process**

- Some regional specific strategies will be brought forward to the Board in January for review.
- The Business Plan process will be discussed in further detail at the January Board meeting.

**#09-12-0499 MOTION:** Maureen Kubinec moved that the Board accept this report as information.  
Carried unanimously.

## **2.1 Self Advocate Update**

- The final report on the 2009 Self Advocacy Summit was distributed to the Board.
- There were 19 delegates from the Northeast region who attended the Summit.
- The conference was very successful.

**#09-12-0500 MOTION:** Robert Annett moved that the Board accept this report as information.  
Carried unanimously.

**H. Communication from Board Chair**

- No report.

**I. Communication from CEO**

- There is one outstanding appeal from Fort McMurray. The appeal hearing is scheduled for December 9<sup>th</sup>.
- A dispute resolution meeting is scheduled for January 5<sup>th</sup> in Westlock.
- The PDD Annual Report is now available.
- Pandemic plans are now in place.
- ACDS Conference packages were distributed to the Board members.
- A letter was received from Paulette McGinnis, President of Leadership Today. They regret to inform that, due to severe budget reductions, the Leadership Today Society is being dissolved as of March 31<sup>st</sup>, 2010.

**#09-12-0501 MOTION: Denis Duchesneau moved that the Board go In-Camera at 3:45 p.m. on December 15<sup>th</sup>, 2009 to discuss an organizational issue. Carried unanimously.**

**#09-12-0502 MOTION: Robert Annett moved that the Board come out of Camera at 4:30 p.m. on December 15<sup>th</sup>, 2009. Carried unanimously.**

**J. Notice of Motion/Request for Information**

**K. Proposed Meeting Dates (Place & Community Invited)**

January 26, 2010	in St. Paul	Invited Community – Westlock
February 20, 2010	in St. Paul	Invited Community – Lac La Bche

**L. Adjournment**

**#09-12-0503 MOTION: Caren Mueller moved that the Board adjourn at 4:35 p.m.**

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Glenn Hennig, Board Chair

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Dale Drummond, CEO