

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

Saturday, January 24th, 2009

10:00 a.m. to 3:00 p.m.

**Conference Room, 2nd Floor, Provincial Building
St. Paul, Alberta**

APPROVED MINUTES

Present:

Board Members: Glenn Hennig, Chair, Dr. Douglas Fleming, Vice-Chair, Sherry Young, Robert P.R. Annett, Kathryn Kozak Wiebe, Maureen Kubinec, Treena Lane, Caren Mueller, Denis Duchesneau
Guests: Michael Mountford, Audrey Franklin, Weida Kingma, Dr. Tim Lohrman, James Challman, Dr. David Rideout
Administration: Dale Drummond, CEO; Sharon Salomon, Recording Secretary

A. **Glenn Hennig, Chair, called the meeting to order at 8:15 a.m., January 24th, 2009.**

A. Approval of Agenda

#09-01-0390 MOTION: Maureen Kubinec moved that the Board approve the Agenda.

B. Approval of Minutes

**#09-01-0391 MOTION: Denis Duchesneau moved that the Board approve the Minutes with corrections.
Carried unanimously.**

D. Business Arising from the Minutes

E. Board Regional Feedback and Future Direction

Robert Annett, Plamondon

- Fort McMurray Community Council
 - There was no meeting held in Fort McMurray.
- Lac La Biche Community Council
 - December 3rd, 2008 was Disabilities Day in Lac La Biche. The event was held at MacArthur Place.
 - The December meeting was a Christmas social held on December 16th which included a dinner.
 - The January meeting included a discussion on budget cut-backs.

Sherry Young, Elk Point

- St. Paul Community Council
 - The monthly December meeting was held on December 16th and was a Christmas social.
 - The last meeting was held on January 20th with 31 people in attendance, including 3 new families.
 - The group is continuing with 2 co-chairs, with 1 co-chair being a rotating position. Lucille Froese has remained on as a co-chair. Five names were drawn, and each individual chosen will act as co-chair for a 2-month period.
 - Discussion took place on the March AACL Conference. The group was advised of the Board's decision of not sponsoring families this year due to budget constraints. Council members discussed sponsoring a family, and it was decided to rather utilize funds for a project that all members could participate in.
 - Tim Bear gave a report on St. Paul Abilities Network (SPAN).
 - SPAN announced that they have received approval that the 6-unit apartment building that is being constructed will now be expanded to a 12-unit complex. The original 6 units were subsidized units, and the additional 6 units would be market rent units that would provide cash flow.
 - SPAN is fundraising for a new vehicle.
 - Nine individuals from the local travel group just returned from a trip to Mexico.

Caren Mueller, Vimy

- Athabasca Community Council
 - The December monthly meeting was held on December 16th, 2008 and included a dinner. There were 10 people in attendance.
 - Caren Mueller was unable to attend the January meeting.

Maureen Kubinec, Westlock

- Barrhead Community Council
 - The January meeting had 18 people in attendance.
 - A newspaper article was distributed which reported on the all-inclusive Christmas social. There were approximately 135 people in attendance, and the number of attendees continues to grow each year. This is the 4th consecutive year the Christmas social has been held. The social included an awards presentation of individual merit awards and conference award winners.
 - Maureen Kubinec presented a CET certificate to Blue Heron Support Services.
 - Meetings have been held between Whitecourt and Barrhead Community Councils with regard to a possible bid for a future regional conference.

Glenn Hennig, Vegreville

- Vegreville Community Council
 - There has been no meeting scheduled for two months.
 - The next meeting is scheduled for January 26th, 2009 and will include a potluck supper.

Dr. Douglas Fleming, Westlock

- Westlock Community Council
 - The last meeting was held on January 20th, 2009. There were 15 people in attendance.
 - There will be a new co-chair election in March.

- Interest continues with the affordable transportation initiative within the community. A member from the Town Council transportation committee will be invited to the March 17th, 2009 meeting.
- There is interest in possibly putting a hosting bid in for a future Northeast PDD annual conference.
- Whitecourt Community Council
 - Dr. Douglas Fleming was unable to attend the last meeting.

Kathryn Kozak Wiebe, Bonnyville

- Bonnyville Community Council
 - The new monthly rotating co-chair schedule has been set up.
 - There has been a lot of discussion on the new Registered Disability Savings Plan.
 - Transportation has been discussed, and speakers from the Town of Bonnyville and the MD of Bonnyville will be attending a future meeting.
 - Bonnyville Community Council pamphlets have been completed and were distributed to the Board.

Denis Duchesneau, St. Paul

- Lac La Biche Community Council
 - Denis Duchesneau did not attend the last meeting. Robert Annett attended on behalf of the Northeast Alberta Community Board, and his report is provided herein.

Treena Lane, Cold Lake

- Cold Lake Community Council
 - No report.

F. Delegations/Presentations

Audrey Franklin, Child & Family Services Authority, Region 7

- Region 7 is the second largest region in the Province in terms of area and population.
- There are 12 Board members on the Region 7 Child & Family Services Authority Board; 6 board members are aboriginal. Audrey Franklin and Brian Broughton are the Co-Chairs.
- Audrey Franklin brought greetings from the CFSA Region 7 Board, and she was welcomed by Dale Drummond who spoke highly of the relationship between the Northeast Alberta Community Board for PDD and Region 7 CFSA.

Pembina Hills Regional Division – Weida Kingma

- The current top priorities include student successes, high school completion, and community engagement.
- There is an upcoming planning session scheduled with all partners.
- The Division will be challenged over the next few years with underfunding for severe disabled children in schools.
- An inclusion program is currently offered in the schools.
- They are currently running an approximate \$300,000 per year shortfall for the inclusion program.
- There are currently 4,200 students in the Division.

Concordia University College of Alberta – Tim Lohrman

- The Northeast Alberta Community Board provided some funding for a research project over a 2-year period. The project is now in its second year.
- Part of the deliverables are presentations and progress reports on the project.
- Part of the funding for the project is from the federal government.
- The project includes examining inclusion education in the Pembina Hills School Division.
- The first phase involves a broad range of surveys.
- The project is a partnership between Concordia University, the University of Victoria and Pembina Hills Regional Division.
- Surveys were conducted of teachers, parents, school administration, and students of all ages.
- The project is currently ahead of schedule.

- Phase one is now complete and phase two is currently being conducted, which involves two exceptionality case studies.
- The transition case study includes the last phases of secondary school. They are one study away from completion of this phase.
- Phase 3 involves case studies on children without exceptionalities and comparison of the two.
- The phase 2 survey results includes results from 855 students, 438 parents, 123 teachers, 55 program assistants and 16 administrative staff.
- The surveys were reduced to a small number of questions grouped into themes to facilitate interpretation.
- Each school was provided with a customized, plain language report comparing their results to those of others in the district. Recommendations were made.
- The main results were:
 - There are some gender differences in specific areas.
 - There are differences between children coded and those who are not.
 - There are parent gender differences. Males are more negative about inclusion.
 - Parents of children with exceptionalities are less involved in the local community.
 - There were not many male parent responses.
 - Elementary teachers are very positive about inclusions; secondary teachers are negative.
 - Program assistants working in the younger grades are more positive.
 - Program assistants working in only one grade level are more positive.
 - Administrators are overwhelmingly the most positive about inclusion.
 - The overall survey results indicate that Pembina Hills Regional Division is successful when it comes to inclusion.
- Phase 1 outcomes include: refinement of surveys; approximately 10 scholarly papers have been submitted to journals - three have been published to date. There have been presentations. No project money was used for these papers.
- In Phase 2 five case studies on children with exceptionalities commenced in the Spring of 2008. Data sources include interviews, observations, and school and district documentation; 4 of the 5 studies are complete to date.
- Some of the challenges have been with early issues of survey administration. Interview transcriptions were delayed due to labor shortages followed by technical issues. An extremely tight budget is a constant challenge. The project is now utilizing a transcription service.
- Next steps include analyzing qualitative data, and data for the final case study will be gathered in the Spring of 2009.

- Phase 3 case studies will commence in the Spring of 2009.
- Continued activities will include conference presentations.
- There will be a second project funded that looks at the teachers' practices. What teaching practices do for inclusion success. This is a federal government funded project.
- A finding of the project was that in some areas parents were happy with the attention that teachers were giving to their students, however children said they were not happy and were a lot less positive.
- New case studies will find out what the characteristics are that make up an inclusive classroom. The case studies will find this out. There will be case studies from a student point of view and a teacher point of view. The conclusions are a couple of years away, but these conclusions will be brought to the Board's attention.
- The project partners thanked the Northeast Alberta Community Board for PDD for their support.

Blue Heron Support Services Association – James Challman

- Blue Heron Support Services is a non-profit based agency that commenced operations in Barrhead 35 years ago.
- James Challman has been the CEO for 11 years.
- A second association, Blue Heron Vocational Training Centre, was formed in the Athabasca area. Blue Heron Support Services was instrumental in assisting the new agency with developing the organization.
- The Agency has 160 employees and 30 contractors.
- The Agency provides support and direct support to 100 children and adults, and partners with Child & Family Services Authority and Persons with Developmental Disabilities.
- The Alberta Brain Injury Initiative continues to grow, and service for this initiative is coordinated through the agency.
- A large concern is the availability of qualified human resources.
- The new contract with Service Providers in it's new format has been a challenge. Some concerns have been negotiated and addressed. The legal aspects have now been covered. Concerns are with funding changes and changes in payment methods to the organization.
- The Board consists of 9 members, and currently there is 1 vacancy. There is 1 self advocate on the Board.
- The community is very positive and supportive and has been a leader in inclusive education.
- Blue Heron Support Services does not own homes, but advocates on behalf of individuals and ensures that there are community based homes available.

Child & Family Services Authority, Region 7 – Dr. David Rideout

- Dr. Rideout has been the CEO for Region 7 for 1.5 years.
- CFSA appreciates the partnerships with Blue Heron Support Services and Northeast PDD and the successful initiatives.
- This year has brought fiscal challenges.
- A target of 28 permanent placement adoptions was set and Region 7 has now exceeded that target and has 40 permanent placement adoptions.
- Foster care challenges include a shortage of foster homes.
- There have been challenges with residential group placements.
- Region 7 has 180 staff.
- The mandate for 1,000 child care spaces within the next 3 years has consumed much energy. This year the Region's mandate is to provide 484 spaces. As at the end of November, 2008 they have found 1,000 spaces. They have already reached their 3-year target.
- The Region has implemented a new casework practice model. A collaborative team, consisting of staff from Mental Health, PDD, Education and others, is brought together to form a localized solution. This is a new province-wide initiative.
- Region 7 is involved in the governance agreement and will be attending the working group meeting on January 26th.
- The FASD project, a \$700,000 project over 3 years, is an initiative supported at the governance table.
- Region 7 currently has an education partnership with Aspen View School Division conducting a pilot project on how to help children do better in school. The governance partnership has supported this initiative.
- Region 7 is currently at a 10 percent staffing vacancy rate. 20 positions are unfilled.

G. Reports

1.1 Northeast Alberta Community Board Deferral Reports for December 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 – December 31, 2008, and a monthly reporting of individuals who leave service in the Region.
- There is currently 1 individual from Lac La Biche in the intake process.
- There are currently no individuals who are deemed eligible and awaiting delivery of PDD-funded supports.

- There is currently 1 individual from St. Paul who is receiving supports but is awaiting requested changes in PDD-funded supports.
- There are currently 9 individuals, 3 from St. Paul, 4 from Vegreville, 1 from Fort McMurray, and 1 from Barrhead, who have had their applications approved but services are not currently available.
- 23 individuals have left services in the region. Some of the reasons for leaving service in the region include moving out of the region/Province, seeking independence, change in needs (educational opportunities) (medical needs), and three individuals passed away.
- The overall intake at the end of December was 14 individuals, with 23 individuals leaving service, which results in a net growth of -9 individuals.
- Of the intake of 14 new individuals, 11 individuals had services delivered at a cost of \$4,000 per month or less.

#09-01-0392 MOTION: Caren Mueller moved that the Board accept this report as information. Carried unanimously.

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

- A summary of the financial statements of the Northeast Alberta Community Board for PDD for the period ending December 31, 2008 was reviewed.
- The total expenditures for the first nine months of the 2009 fiscal year for Northeast PDD were \$22,814,000 (76.0% of the budget).
- Based on recognized revenues of \$21,977,000 there was an over expenditure of \$837,000 for the first nine months.
- There was a \$5,000 under expenditure for Board Governance.
- There was a \$58,000 reduction in planned expenditures as a result of salary vacancies and salary vacancies due to staff on LTDI.
- There was a \$95,000 under expenditure for administrative services or supplies. These funds have been deferred for future expenditures.
- Expenditures for contracted services were \$687,000 more than expected for the first nine months.
- There was an estimated over expenditure of \$341,000 for Individual Funding.
- Actual expenditures for Community Capacity and Achieving Better Outcomes projects were \$33,000 less than estimated for the first nine months of the year. Expenditures in this category have been deferred to later in the fiscal year or will be used to cover program expenses.
- Current forecasts show a balanced budget at year end.

**#09-01-0393 MOTION: Kathryn Wiebe moved that the Board accept this report as information.
Carried unanimously.**

1.3 Northeast Alberta Community Board Audit Committee Report

- The Audit Committee met on January 23rd, 2009.
- The Terms of Reference and Annual Plan of Events were reviewed and will be redrafted and brought forward to the next Audit Committee meeting in April and subsequently to the Board for final approval.
- The annual plan of events will be amended accordingly.
- Audit committee members have received audit evaluations to complete and return to administration by February 27th, 2009.
- The audit exit meeting is scheduled for June 10th, 2009.

**#09-01-0394 MOTION: Sherry Young moved that Maureen Kubinec, Denis Duchesneau, Caren Mueller and Sherry Young be appointed as audit committee members and that Caren Mueller be appointed as Chair of the Audit Committee.
Carried unanimously.**

**#09-01-0395 MOTION: Caren Mueller moved that the Board accept this report as information.
Carried unanimously.**

1.4 Northeast Alberta Community Board 2009-2012 Business Plan – Draft for Discussion

- The Northeast Alberta Community Board 2009-2012 Business Plan is being developed in keeping with an overall ministry wide process this year. Changes to the Community Board business plan framework reflect minor changes in the Ministry's business plan.
- Specifically, the vision has been agreed to by all community boards, and the three goals have been prescribed by the Ministry and are consistent with the goals contained in the 2008-2011 Business Plan. Some formatting adjustments have been made to the business plan so Community Board Business Plans more closely align with the Ministry and Government plans.
- The Community Board business plans should be ready for presentation to the Deputy Minister by the end of March.

- The 2009-2012 Business Plan draft was reviewed by the Board. The following amendment was discussed:
 - *Core Business #1* – Page 12 – Use the wording “work collaboratively” rather than “work with”
- Administration commended Arlene Ehl, Manager of Community Integration, for her work on the 2009-2012 Business Plan.

**#09-01-0396 MOTION: Dr. Douglas Fleming moved that the Board accept this report as information.
Carried unanimously.**

1.5 2008 Corporate Employee Survey Results

- The provincial government completes an annual corporate survey of government employees. The 2007/08 survey was completed in September and October 2008, and the results of the PDD portion of the survey are summarized as follows:
 - PDD had a total of 584 responses which represented both non management and management.
 - The Northeast Community Board had 20 responses which represented both non management and management.
 - The Ministry focuses on 2 particular areas that will give an accurate representation – employee engagement index and how employees are engaged in the operation of the organization and what the work environment is like. The overall engagement index dropped 13 percent.
 - Satisfaction in work as a Government of Alberta employee 94%.
 - Satisfied in work of Ministry or Department 88%.
 - Inspired to give personal best 100%.
 - Recommend the Government of Alberta as a great place to work 88%.
 - Prefer to stay with the Government of Alberta, even if offered a similar job elsewhere 80%.
 - Proud to tell people you work for the Government of Alberta 84%.
 - Quality of work environment index 85%.
 - Support at work to provide a high level of service 67%.
 - Job is a good fit with skills and interest 100%.
 - Support at work to balance work and personal life 75%.
 - Satisfied with quality of supervision 83%.
 - Confidence in the senior leadership of Ministry or Department 77%.
 - Know how work contributes to the achievement of Ministry’s or Department’s goals 100%.

- Organization supports work related learning and development 83%.
- Opportunities to provide input into decisions that affect work 83%.
- Receive meaningful recognition for work well done 79%.
- Opportunities for career growth within the Government of Alberta 71%.
- The Northeast Community Board results are slightly higher than the overall PDD results.

#09-01-0397 MOTION: Maureen Kubinec moved that the Board accept this report as information. Carried unanimously.

1.6 Northeast Alberta Community Board Quarterly Report (April 1, 2008 – December 31, 2008)

- 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 2008-2009 business plan. Each quarterly report is presented in two sections.
- The first section of the report highlights the Board's activities under four key areas addressed under the framework of Second Centuries Communities, namely Shared Governance and Right Relationships, Infrastructure, Facilitation, and Assurance.
- The second section of the report summarizes the activities and results associated with the regional strategies for each of the Ministry Goals 1 through 3.
- An amendment will be made to page 4, item 1.2 – delete “hoping to provide ...” and change to “working to provide ...”.

#09-01-0398 MOTION: Robert Annett moved that the Board accept this report as information. Carried unanimously.

#09-01-0399 MOTION: Robert Annett moved that the Board Chair send a letter to Alberta Treasury Branch (ATB Financial) expressing the Northeast Alberta Community Board's concern that individuals in the northeast region do not have an opportunity to use their services with regard to the Registered Disability Savings Plan program. Carried unanimously.

#09-01-0400

MOTION: Maureen Kubinec moved that an amendment to the previous motion #09-01-0399 be made to include the Federal Government in correspondence, as they initiated the Registered Disability Savings Plan program. Carried unanimously.

1.7 Governance Agreement Meetings

- The Northeast Alberta Community Board has two regionally signed agreements.
- The North Central Governance Agreement has been in place since 2004 (with previous partners) and previous versions since 1999/2000. As part of the agreement, governors meet twice per year, and the next scheduled meeting for the North Central Agreement has not been determined yet (likely April or May 2009) but representation from the Northeast Alberta Community Board will be required. Caren Mueller is currently one of the co-chairs along with Brian Broughton of Region 7 Child & Family Services Authority.
- A second partnership has recently been signed for East Central Alberta, and they are planning on an introductory meeting on March 4th. This meeting will likely be in either Killam or Vegreville and representation from the Northeast Community Board is being requested for that day.
- It is recommended that the Northeast Alberta Community Board send a representative or two from the Board to each of these meetings.

#09-01-0401

MOTION: Sherry Young moved to have administration and two representatives from the Northeast Alberta Community Board, Maureen Kubinec and Robert Annett, attend the governance meeting scheduled for Killam on March 4th for the East Central Governance Agreement, and to have administration and two representatives from the Northeast Alberta Community Board, Maureen Kubinec and Caren Mueller, attend the governance meeting scheduled for Westlock for late April for the North Central Governance Agreement. Carried unanimously.

1.8 Special Needs Education Update

- Alberta Education conducted a survey of a large population of students and found that while students are in school and need support there is a disconnection between provincial government policy and services being provided.
- All files were reviewed in 2007.
- A new survey “setting the direction in special education” is currently being conducted. There has been a response to date of approximately 4,000 parents, guardians, teachers and school administrators.
- From the information collected, reviews are being conducted of the current culture of special education, coding, training of staff, access to specialized expertise, transition programs, early learning and beyond grade 12.
- Phase 2 will be rolling out in the next couple of months with additional forums being held in February and March, commencing in Red Deer and ending in Edmonton. All participants will be given a summary entitled “What We Heard”.
- Phase 3 will occur in Edmonton on June 8th and 9th.
- By September 2010 a new model of education should be funded and in place.
- A delegate from the Board should be chosen to attend the provincial forum in June.

**#09-01-0402 MOTION: Dr. Douglas Fleming moved that the Board accept this report as information.
Carried unanimously.**

1.9 10th Annual Conference Financial Report

- The unofficial financial report for the 10th Annual Conference was reviewed. There may still be a few outstanding invoices that have not yet been received. The costs are slightly higher this year due to the addition of an extra bus required for transportation, higher hotel and catering costs and the cost of the guest speaker.
- Fundraising was very successful and came in higher than in previous years.
- 236 registered delegates attended the Conference.

**#09-01-0403 MOTION: Denis Duchesneau moved that the Board accept this report as information.
Carried unanimously.**

2.1 Self Advocate Update

- The planning team continues work on the Self-Advocate Provincial Summit scheduled for Edmonton in the fall of 2009.

H. Communication from Board Chair

- Arrangements will be made for a Board Retreat, with an emphasis on board development, for the last week of April.

I. Communication from CEO

- The annual AACL Conference is being held in Edmonton on March 20th and 21st. A decision was made to send two Board members, Robert Annett and Kathryn Wiebe.
- The ACDS Conference is being held on April 6th, 7th and 8th. A decision was made to have 3 Board members attend, Glenn Hennig, Caren Mueller and Maureen Kubinec.
- A membership has been taken out in the National Association for the Dually Diagnosed. Information received will be brought to the Board on a regular basis.
- There has been an appeal from the Cold Lake area filed with the Appeal Secretariat. Dale Drummond will be meeting with the group on February 6th as part of the dispute resolution process.

#09-01-0404 MOTION: Denis Duchesneau moved that the Board go In-Camera at 8:15 a.m. to discuss an organizational issue. Carried unanimously.

#09-01-0405 MOTION: Robert Annett moved that the Board come out of Camera at 10:05 a.m. Carried unanimously.

J. Notice of Motion/Request for Information

K. Proposed Meeting Dates (Place & Community Invited)

March 23, 2009	in Westlock	Invited Community – Westlock
April 18 th , 2009	in St. Paul	Invited Community – Cold Lake

L. Adjournment

09-01-0406 MOTION: Dr. Douglas Fleming moved that the Board adjourn at 3:15 p.m. Carried unanimously.

Glenn Hennig, Chair

Dale Drummond, CEO