

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

Tuesday, January 26th, 2010

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

**Boardroom County of St. Paul Office
5015 – 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
Administration: Dale Drummond, CEO; Michael Mountford, Director of Finance & Monitoring, Irene Shelp, Community Service Coordinator, Sharon Salomon, Recording Secretary

A. Glenn Hennig, Chair, called the meeting to order at 9:40 a.m., January 26th, 2010.

B. Approval of Agenda

#10-01-0504 MOTION: Dr. Douglas Fleming moved that the Board approve the Agenda with the additions of 2.3 Awards Committee and 2.4 All Governance Meeting. Carried unanimously.

C. Approval of Minutes

#10-01-0505 MOTION: Maureen Kubinec moved that the Board accept the Meeting Notes from the January 11th, 2010 Teleconference Board Meeting.

#10-01-0506 MOTION: Denis Duchesneau moved that the Board accept the Minutes as presented. Carried unanimously.

D. Business Arising from the Minutes

#10-01-0507 MOTION: Maureen Kubinec moved that the Board go In-Camera at 9:40 a.m. on January 26th, 2010 to discuss an organizational issue.
Carried unanimously.

#10-01-0508 MOTION: Denis Duchesneau moved that the Board come out of Camera at 11:55 a.m. on January 26th, 2010.
Carried unanimously.

E. Board Regional Feedback and Future Direction

Kathryn Wiebe, Bonnyville

Bonnyville Community Council

- The group met last week.
- They are planning a community event for early June involving teams being formed for an inclusive Canada Cup soccer game. The event will be followed by a community barbeque.

Denis Duchesneau, St. Paul

Lac La Biche Community Council

- The last meeting was held on January 13th, 2010 with 11 individuals in attendance.
- Discussion took place on the purpose of community council.
- This will be discussed again at the next meeting.

Sherry Young, St. Paul

St. Paul Community Council

- The last meeting was held on January 19th, 2010. There were 34 people in attendance.
- The group held an election for co-chairs. There were 4 co-chairs elected and 2 alternate co-chairs elected. The co-chairs will have rotating

- positions, with a rotation occurring every 2 months.
- The election process provided a great learning experience. It included voting in the positions of secretary and treasurer and giving election speeches.

Robert Annett, Plamondon

Fort McMurray Community Council

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

Maureen Kubinec, Westlock

Barrhead Community Council

- The last meeting was held on January 18th, 2010.
- The group was concerned with the cancelling of the Leadership Today program.
- There is a candlelight walk being planned in support of anti-bullying and discouraging family violence.
- A Community Council newsletter was distributed to Board members.

Glenn Hennig, Vegreville

Vegreville Community Council

- The group met January 25th, 2010. There were 31 people in attendance. The meeting included a potluck supper.
- Discussion took place on future meeting planning. The group would like to have a guest speaker on the topic of health and wellness.

Treena Lane, Cold Lake

Cold Lake Community Council

- The next meeting is January 27th, 2010.

Dr. Douglas Fleming, Westlock

Whitecourt Community Council

- The group met on January 7th, 2010.
- A CET Certificate was presented to Soaring Eagle Support Services.
- The planning committee for the 2011 Conference continues to meet. Two fundraising activities are planned , including a dinner theatre event and a Festival of Trees event.

Westlock Community Council

- The group met on January 12th, 2010.
- Attendance has been low.
- The next meeting is scheduled for February 18th, 2010 commencing at 12:00 noon.

Caren Mueller, Vimy

Athabasca Community Council

- The last meeting was held on January 21st, 2010.
- Attendance has been low.
- The group is revisiting what times of the day would be more convenient for everyone in an effort to increase attendance.
- There was discussion regarding having someone from Community Council make a presentation to the County or Recreation Board to see if individuals with disabilities could receive a discount on activities at the Agriplex, much the same as the seniors' discounts.
- No next meeting date was set.

F. Delegations/Presentations

Family Voices – Donna Desjardins

- The regional Family Voices project, Strengthening Families/Strengthening Communities, has been brought to Provincial Family Voices for feedback from across the Province.
- AACL has hired a staff member in Barrhead and a family contact person to assist with the project.
- More regional meetings will be scheduled in the future.

- This topic could be added to the governance agenda.

G. Reports

1.1 Northeast Community Board Deferral Reports for December 31, 2009

- As part of the regular reporting to the Northeast Community Board, three reports were reviewed, including the standard monthly deferral report for December 2009, a graph of Northeast PDD referrals from April 1, 2009 – December 31, 2009, and a monthly reporting of individuals who leave service in the Region to December 31, 2009.
- There are 3 individuals in the intake process; 1 from Whitecourt, 1 from Westlock and 1 from Lac La Biche.
- There are 4 individuals from Fort McMurray who are deemed eligible and are awaiting delivery of PDD-funded supports.
- There are 7 individuals, 2 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 15 individuals, 5 from Barrhead, 3 from St. Paul, and 7 from Fort McMurray, whose applications have been approved but services are not available.
- The reasons individuals are leaving service include 7 individuals moving out of the region/Province, and 4 individuals passed away.
- 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 December 31, 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.
- Twenty-four new individuals entered into service and 11 individuals left service as of December 31st, 2009, thus providing the region with a net uptake of 13 individuals.
- Eleven of the 24 new individuals entered into service when they turned 18. The 13 remaining individuals have entered service at an older age.
- Of the 24 new individuals receiving service, 18 had service delivered at a cost of \$4,000 per month or less.
- As at November 30, 2009, Northeast PDD had served 520 individuals.

#10-01-0509

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

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

- A summary of the financial statements of the Northeast Community Board for PDD for the period ending December 31, 2009 was reviewed.
- The total expenditures for the first 9 months of the 2009-2010 fiscal year for Northeast PDD were \$23,587,000 (75.1% of the budget).
- Based on estimated, actual expenditures and recognized revenues of \$23,345,000 there was over expenditures of \$222,000 for the first 9 months.
- There was a \$26,000 under expenditure for Board Governance.
- There was a \$157,000 under expenditure for salaries as a result of salary vacancies and salary variances due to staff on secondment.
- There was a \$202,000 under expenditure for administrative services or supplies.
- Expenditures for contracted services were over expended by \$871,000 for the first 9 months of the year.
- Family Managed Services are under expended by \$234,000 for the first 9 months. Utilization rates for family managed service is at 81.1 percent, which is under the historic trend of 92 percent used for forecasting.
- Actual expenditures for Ministry initiatives were \$30,000 less than estimated for the first 9 months of the year.

**#10-01-0510 MOTION: Caren Mueller moved that the Board accept this report as information.
Carried unanimously.**

1.3 Audit Committee Report

- The Audit Committee will be meeting on February 2nd, 2010 to finalize an audit.

**#10-01-0511 MOTION: Caren Mueller moved that the Board accept this report as information.
Carried unanimously.**

1.4 2010/2013 Business Plan Draft

- The finalized Business Plan is due to the Ministry by February 22nd, 2010.
- Draft 1 of the Business Plan was provided to the Board for review and comments.

- Amendments were discussed and will be implemented by Administration.
- The document will be further reviewed and finalized at the February 20th, 2010 Board meeting.

**#10-01-0512 MOTION: Sherry Young moved that the Board accept the draft Business Plan.
Carried unanimously.**

1.5 Strengthening Families Committee

- The Strengthening Families Committee met on January 18th, 2010.
- The group included representatives from AACL and PDD, and families.
- Board member Sherry Young attended this meeting.
- The Committee Plan was updated and validated.
- A presentation was made with regard to the pilot project, Strengthening Families/Strengthening Communities underway in the St. Paul and Barrhead areas.
- AACL has hired a part-time staff member in Barrhead, and there is also a family contact associate.
- Meetings will be scheduled for other communities in the region.
- An information session was provided on the Supports Intensity Scale.

**#10-01-0513 MOTION: Treena Lane moved that the Board accept this report as information.
Carried unanimously.**

2.1 Self Advocate Update

- No report.

2.2 Complex Needs Update

- The report on the complex needs meeting was tabled at the last Council of Chairs meeting.
- The Fort McMurray group has met on 2 further occasions. Progress continues with this group.

**#10-01-0514 MOTION: Robert Annett moved that the Board accept this report as information.
Carried unanimously.**

2.3 Awards Committee

- The award system has been amended to channel into the provincial awards (formerly the Norm McLeod awards).
- An awards committee consisting of 3 board members should be set up to coordinate regional awards.
- Regional award submissions are required to be submitted to Program Branch by August 31st, 2010.
- The criteria for the Normal McLeod awards will be used to invite nominations from Community Councils.
- The awards committee is to review the process and provide details to the Board at the February Board meeting.

#10-01-0515 MOTION: Kathryn Wiebe moved that the Northeast Community Board for PDD set up an awards committee, comprised of Board members, Denis Duchesneau, Maureen Kubinec, and Dr. Douglas Fleming. Robert Annett will be an alternate committee member.
Carried unanimously.

2.4 All Governance Group

- An all governors' meeting is scheduled for Westlock on March 26th, 2010.
- MLA, Genia Leskiw, has confirmed her attendance at this meeting.
- Caren Mueller will be in attendance as Co-Chair of the Governance group.
- Board members Kathryn Wiebe and Robert Annett will be attending this meeting.

#10-01-0516 MOTION: Dr. Douglas Fleming moved that the Board accept this report as information.
Carried unanimously.

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.

I. Communication from CEO

- There were 2 disputes regarding funding heard in December. One dispute was from Cold Lake and one was from Westlock.
- There are 2 January disputes pending regarding eligibility. Both are from the Fort McMurray area.
- There is one appeal set for March 24th, 2010 in Fort McMurray regarding eligibility.
- The Pembina Hills School Division Report was provided to Board members.
- The Annual Report received from the Premier’s Council on the Status of Persons with Disabilities was provided to Board members.
- There is an AISH/PDD coordinated intake project that is being piloted in Central, Calgary and South regions.

J. Notice of Motion/Request for Information

K. Proposed Meeting Dates (Place & Community Invited)

February 20, 2010	in St. Paul	Invited Community – Lac La Bche
March 22, 2010	in St. Paul	Invited Community – Whitecourt
April 17, 2010	in St. Paul	Invited Community – Athabasca

L. Adjournment

#10-01-0517 MOTION: Caren Mueller moved that the Board adjourn at 4:35 p.m.

Glenn Hennig, Board Chair

Dale Drummond, CEO