



Central-Upper Island Community Council Meeting

Sunday, September 30, 2012

Parksville, BC

11:00 am

Present: Graham Morry, Russ Keil, Stephanie Collins, Glenda Sweet, John Marshall, Courtnay Verbrugge, Diane Bieber, Andrew Fidell, Heather Porteous, Brenda Stevenson,

Regrets: John Dawson, Susan Campbell, Caitlyn Sassaman, Bill Byrne, Barbara Anderson

AGENDA TOPICS			
TOPIC			
1. Introduction of all present			
TOPIC	DISCUSSION		
2. Acceptance of agenda and approval of last meeting's minutes	Motion to accept – Diane Bieber, Second – John Marshall, Motion Carried.		
TOPIC	DISCUSSION		
3. Standing Reports	1. Recruitment & Renewal Strategies 3.1 Stephanie & Glenda introduced themselves 3.2 Courtnay introduced herself		
	ACTION	PERSON RESPONSIBLE	DEADLINE
TOPIC	DISCUSSION		
4. Provincial Advisory Committee Update – Russ Keil	1. Community Council Sustainability update. Russ is new chair of Provincial Council. Sustainability task force update. 2. Commitment Document presented from Jessica Humphrey. Feedback requested. 3. Community Council Rack card – content for potential rack card presented. Brenda suggested potential points of distribution for rack cards. Discussion – highschoools, doctors' offices, grocery chains, employers of people with disabilities 4. Complaint Process - feedback for new protocol. Council is asked if there has been experience with complaint process and anyone who has to complete form included in agenda package. Andrew's experience in resolving complaints.		

	<p>5. Annual Report presented from Russ</p> <p>6. Employment Summit</p>		
	ACTION	PERSON RESPONSIBLE	DEADLINE
	1. Distribute Council Sustainability Document	Russ via Courtney	ASAP
	3. Address distribution to person in charge of rack cards	Russ	ASAP
	4. Complete form	Diane	ASAP
	5. Electronic copy of report sent to everyone present.	Russ	ASAP
	6. Rep for Employment Summit	John Marshall	Oct 22/23 2012
TOPIC	DISCUSSION		
5. Updates from CLBC Staff – Andrew Fiddell	<p>New office location 6531 Metral Dr, Nanaimo ph # 250-390-7200 fax # ?</p> <p>1 PAC/ Board meeting scheduled in Nanaimo in 2013.</p> <p>Oct 17 open house at new centre.</p> <p>Minimal Service project explanation.</p> <p>Touch base on individuals on Request for Service list</p> <p>Victoria piloted (past 3 months) to discuss funding allocation with families at initial meetings. Going provincial.</p> <p>Transition Leads. Breakdown/ missed individuals partially due to Privacy.</p> <p>Mental Health managers are meeting.</p> <p>New minister visit soon.</p>		
	ACTION	PERSON RESPONSIBLE	DEADLINE
TOPIC	DISCUSSION		
6. North Island Training Fund – John M	<p>John, Diane Bieber, and Doug Barr (c# 250-218-3018) are forming a task force.</p> <p>Terms of reference</p>		
	ACTION	PERSON RESPONSIBLE	DEADLINE
	Task force to meet or conference call	John, Diane, Doug	ASAP
TOPIC	DISCUSSION		
7. WOW awards	<p>Format changed. Focused on employment for 2012. Online nomination form available. John Dawson volunteered to be WOW committee member again this year. Council to consider potential nominees. 5 winning nominees per region: Fraser, North, Interior, Vancouver coastal, Vancouver Island</p>		
	ACTION	PERSON RESPONSIBLE	DEADLINE

TOPIC											
8. Community Engagement	<p>John Marshall volunteered to write a summary of findings from panels. Read by Russ. Key topics noted by John. Either Mark or Andrew will be attending Summit meeting Someone in charge of getting mailouts sent for future engagements to avoid a repeat of the failure to send invites in the spring. Advertise in The Citizen (CLBC crown corp newsletter) Advertise in local papers again and add an editorial. Discussion on topic/ timeline for next engagement. The importance of crisis response. Diane wanting/ offering more involvement with Andrew. No objections from council. Jack Styan's offer. Do we want to consider participating in this or strategize on our previously defined priorities.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #cccccc;">ACTION</th> <th style="background-color: #cccccc;">PERSON RESPONSIBLE</th> <th style="background-color: #cccccc;">DEADLINE</th> </tr> </thead> <tbody> <tr> <td>Develop a new "to-do" template</td> <td>Brenda & Graham</td> <td rowspan="2" style="text-align: center; vertical-align: middle;">~ 2 weeks</td> </tr> <tr> <td>Discuss our next engagement with Jack</td> <td>Russ to schedule conference call</td> </tr> </tbody> </table>			ACTION	PERSON RESPONSIBLE	DEADLINE	Develop a new "to-do" template	Brenda & Graham	~ 2 weeks	Discuss our next engagement with Jack	Russ to schedule conference call
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9. Other Items	<p>1. 2013 meetings in Parksville tentatively: Jan 20 / April 21 / June 23 / Sept 22 Diane will be away in January.</p> <p>2. Council voted on new members Glenda Sweet nominated by Russ Keil & John Marshall Unanimously in favour Stephanie Collins nominated by Russ Keil & Brenda Stevenson Unanimously in favour</p> <p>3. Succession planning 4. Chair/ vice-chair nominations: Russ Keil for chair, seconded by Brenda, Graham, and John! John Marshall for vice-chair, all in favour. 5. Next PAC representative</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #cccccc;">ACTION</th> <th style="background-color: #cccccc;">PERSON RESPONSIBLE</th> <th style="background-color: #cccccc;">DEADLINE</th> </tr> </thead> <tbody> <tr> <td style="height: 30px;"></td> <td></td> <td></td> </tr> </tbody> </table>			ACTION	PERSON RESPONSIBLE	DEADLINE					
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ADJOURNMENT											
3:00 PM – meeting adjourned by Council Chair, Russ Keil											
NEXT MEETING											
Sunday, January 20, 2013 Parksville BC – Location TBA											

