



Provincial Advisory Committee

January 24 and 25, 2014 Meeting Minutes

Advisory Committee Attendees	
◆ Claudia Meyerman – Surrey / Delta Community Council; Chair, Provincial Advisory Committee	◆ Eugene Hrushowy – Central and Upper Island Community Council
◆ Marcella Harrington – Central and South Okanagan Community Council	◆ Madeleine Harlamovs – Kootenay Community Council
◆ Cheryl Fisher – Thompson Cariboo Community Council	◆ Dawn Robertson – Upper Fraser Community Council
◆ Peter Swayne – Vancouver Community Council	◆ Terry Robertson – North Community Council
◆ Ruth Shannon – Richmond Community Council (Saturday only)	
CLBC Quality and Service Committee	
◆ Darryl Harand – Member, CLBC Board of Directors and Quality and Service Committee	
Guests	
◆ Ashley Baker – North Shore Sunshine Coast Community Council	◆ Karen Neoh – Vancouver Community Council
◆ Kathryn Young – Partner, Boyden Vancouver Executive Search Firm (via conference call)	
CLBC Staff	
◆ Doug Woollard – Interim Chief Executive Officer	◆ Jack Styan – Vice President, Strategic Initiatives
◆ Brian Salisbury – Director, Individual, Family and Volunteer Engagement; Committee liaison	◆ David Hurford – Director, Communications
◆ Tamara Kulusic – Manager, Policy and Program Development	◆ Reta Derouin – Policy & Practice Analyst
◆ Marilyn Almocera – Executive Assistant	
Regrets	
◆ Debra Appleby – Simon Fraser Community Council	◆ Norah Flaherty – Member, CLBC Board of Directors; Chair, Quality and Service Committee

FRIDAY, JANUARY 24, 2014

1. Welcome

Claudia Meyerman, Provincial Advisory Committee Chair, welcomed members to the meeting.

2. Approval of Agenda

The Agenda was reviewed and accepted.

3. Committee Member Reports

Members presented verbal reports on activities their Community Councils have been engaged in to address work plan goals and what is working well in their communities. A number of Councils noted that recruitment continues to be challenging.

4. Council Self-Evaluation Process

At its September 21, 2013 meeting, the Provincial Advisory Committee asked Peter Swayne, Claudia Meyerman and Marcella Harrington to review the effectiveness of the annual self-evaluation survey and make recommendations. Peter Swayne spoke to changes he recommended which had been circulated in advance of the meeting. Members were overwhelmingly in favour of the changes. It was also agreed that a section at the end of the survey would be added to enable Committee members to make comments.

5. Provincial Advisory Committee Recommendation

Peter Swayne tabled the following motion on behalf of the Vancouver Community Council:

The PAC recommends to the CLBC Board that, at the earliest opportunity, CLBC negotiates mutually agreeable funding arrangements with service agencies to repair relationships and ensure financial stability.

The PAC Chair and many individual members expressed concerns regarding the Vancouver Community Council motion. The group generally felt that service agency contracting was outside the scope of the PAC. Following discussion, it was agreed the motion would be tabled until Saturday, January 25, 2014 to enable interim Chief Executive Officer, Doug Woollard, to speak to this issue.

6. September 21, 2013 Provincial Advisory Committee Meeting Follow Up Items

Brian Salisbury reviewed the list of Provincial Advisory Committee members that was sent in advance of the meeting and which will be posted to the CLBC website and made available to Community Council chairs. Members were asked to inform Brian whether they would like to include their email address and / or phone number on the list.

SATURDAY, JANUARY 25, 2014

1. Welcome and Introductions

The Chair called the meeting to order at 9:05 a.m. and welcomed members and guests. Each member shared brief introductions.

2. Review of the New Provincial Advisory Committee Meeting Format

Since this was the first time that the Provincial Advisory Committee met for three hours on the Friday night prior to the full day Saturday meeting, the Chair invited feedback. Members felt the new format enabled them to share updates on the Friday evening in a more relaxed way.

3. CLBC Updates

Interim Chief Executive Officer, Doug Woollard, provided an update on the following items:

Service to Adults with Developmental Disabilities Project (STADD)

The Ministry of Social Development and Social Innovation is launching five early implementation sites to test, evaluate and refine the integrated service model which will feature the Navigator role, prior to implementing this approach across BC. The sites will be in Courtenay / Nanaimo; Surrey; Burnaby; Kamloops/Merritt; and Prince George/Haida Gwaii. Information on STADD can be found here - <http://www.sd.gov.bc.ca/pwd/isst.html>.

Employment

CLBC recognizes that employment is a gateway to citizenship and is rolling out a multi-faceted plan to increase job opportunities for adults with developmental disabilities over the next three years. CLBC is also working with Work BC to streamline the process that adults with developmental disabilities experience when they seek work.

CLBC Commitment

CLBC will unveil its public commitment this year. The Commitment is a vehicle that will help CLBC establish in a clear and public way how the people CLBC serves can expect to be treated by CLBC staff. The five commitments are: respect you; listen to you; learn from you; recognize your strengths; communicate openly and honestly. The Commitment is part of a wider CLBC focus on day to day work with the organization to ensure a consistent, person-centred response to individuals and families.

Contract negotiations

Doug provided an overview of the new collective agreement which will run for five years beginning April 1, 2014. This new agreement is fully funded and is expected to be ratified in the next few months. Doug also indicated CLBC will work with service providers who may face financial hardship as a result of needing to find 3% in their budgets to address wage pressures caused by Municipal Pension Plan increases and the BC Family Day. CLBC is confident that no adults or families will lose any services as a result.

4. Working Together as a Provincial Advisory Committee

Jack Styan, Vice President of Strategic Initiatives, led members through an appreciative inquiry process to improve the effectiveness of the Committee to advance its shared objectives. Members were asked to think about an experience with the PAC, their Community Council or another similar body where a diverse group of people were able to successfully work together and be prepared to answer this question: *What were the conditions that enabled success?*

Working in small groups, members generated a list of ideas in response to this question. At the next meeting, and in the context of this information, and the mandate of the Provincial Advisory Committee, and the needs of members and their Community Council, members will address these questions:

- ◆ What can we do together?
- ◆ What could this look like at meetings?
- ◆ What could this look like between meetings?
- ◆ What do we want our chair to be / do?
- ◆ What are our expectations of each other?

5. Disability White Paper Submission

Members discussed whether the Committee should make a White Paper submission to the Ministry of Social Development and Social Innovation. The White Paper will form the foundation of a Summit in June, 2014 on issues facing people with disabilities in BC. The Summit will bring together leaders in the disability community, government and business community to discuss short, mid and long-term strategies on how the ideas and actions in the White Paper can be implemented in communities, workplaces and across government. A post Summit shared action plan will support government's goal of BC becoming the most progressive place in Canada for people living with disabilities.

Members brainstormed ideas and it was agreed that a submission would be made that addressed housing, employment, transportation and social inclusion. The list of ideas generated at the meeting will be shared with members via email, and Peter Swayne will compile feedback into a response on behalf of the Committee. The monthly conference call of Community Council Chairs in February will be used to seek their input and support.

6. Task Force Implementation Committee Update

Brian updated members on the work he and Joanne Granek have been doing to update the Council Handbook which includes the terms of reference. Meetings have been held with four Councils and the opportunity remains for Councils to have Joanne and / or Brian come to attend a meeting to obtain feedback before the middle of March, 2014. The implementation plan is to seek Board approval for the terms of reference on April 9, 2014 at the Board's meeting in Kamloops.

David Hurford, CLBC's Director of Communications, spoke to a strategy to reach out directly to Council Chairs and Community Planning and Development managers to provide support to recruit new members. Councils with immediate membership needs will be a priority. The Family Partnership Advisor, Aboriginal Advisor and Self-Advocate Advisor, along with the Community Relations Specialists, will be act as resources are needed. It was suggested all CLBC staff should think about people they know who could be invited to join Councils. Active involvement by Council members on recruitment was encouraged to properly position the Councils when recruitment and appointment begins to be done locally.

7. Home Share Review Update

Tamara Kulusic, Manager of Policy and Program Development and Reta Derouin, Policy & Practice Analyst, provided a high level summary of CLBC's response to the Home Share review that was conducted by Dr. Anne Hughson from the University of Calgary.

Management will develop a comprehensive multi-year plan to address the report's recommendations. Areas that will be addressed include: monitoring of home share arrangements; managing growth and quality of home sharing; training and education; and communication. The report is expected to be released publically in the near future. Information on the Home Sharing handbook can be found here -

http://www.communitylivingbc.ca/what_we_do/residential_options/documents/HSPHandbookwithcover.pdf

8. Recruitment of CLBC's Next Chief Executive Officer

Kathryn Young from Boyden, the search firm recruiting the next Chief Executive Officer, joined the committee by conference call. Kathryn provided an update on the process and the timelines for hiring the new CEO. Members were asked how they would describe CLBC, what CLBC is doing well, the qualities needed by the new CEO to be successful, and what success would be like after one year.

9. Provincial Advisory Committee Recommendation

As a result of discussions amongst PAC members and questions answered by Doug Woollard, the Vancouver Community Council withdrew its recommendation that was put before the Committee on Friday evening.

10. Provincial Advisory Committee Membership and Succession Planning

Members discussed the need to replace Deb Appleby, Peter Swayne, Terry Robertson, Ruth Shannon and Madeleine Harlamovs whose terms were completed at this meeting (Doug Woollard thanked these members at lunch with a cake to honour their important contribution).

Brian Salisbury will follow up with Council Chairs that are impacted and provide them with the information needed to obtain re-appointments to the Provincial Advisory Committee.

11. Confirmation of Meeting Dates for the Year

- ◆ March 28 and 29, 2014
- ◆ June 6 and 7, 2014 – (June 7 is the day-long meeting with the CLBC Board, Council Chairs and CLBC management)
- ◆ September 26 and 27, 2014