



Region Community Council Meeting

Date: April 26, 2014

Time: 900 am

Present: Eldon Carter, Gord Robertson, Justin Pylatuk, Penny Soderena-Davis (late arrival), Pat Marshall, Ann Lewis

Regrets: Vince Sherry, Sheryl Demers, Debbie Still, Colleen Tuson

| AGENDA TOPICS | |
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| TOPIC | DISCUSSION |
| Acceptance of agenda and approval of last meeting's minutes | We did not have a quorum the minutes could not be accepted and will be deferred to the May 24 th meeting |
| Additions to the Agenda | PAC |
| TOPIC | DISCUSSION |
| Managers Report Pat Marshall | <p>Recruitment is ongoing for QS manager, Laura Zaparinuk is still acting and doing an excellent job, changes are in the works. Pat discussed the Managers meeting last week where they discussed recruitment and strategies. Pat brought up issuing councils a conference calling card so they can conduct business/committee meetings after hours when there is no admin available to help. This will be completed in the next few weeks. They also reviewed the new council Terms of Reference, this and new manuals will be available soon. Great thing is council can approve new members, once council, SAS and Manager completes all the paper work then it will go to the DRO for approval, no need to wait for months before it goes to the Board.</p> <p>Ann spoke on the new role of Admin role as it pertains to council: Supervisors of Administrative Services (SAS's) maintain records on behalf of their respective Community Councils and support various processes including criminal record checks and member appointments. With respect to the member nomination and appointment and re-appointment process, SAS's will:</p> <ul style="list-style-type: none"> • Support the Community Planning and Development Manager to ensure Council nominees complete a criminal record check, or Council members who need criminal record re-checks – Ann will now be completing this step instead of sending them to HQ to complete. • Support the Community Planning and Development Manager (working with Council Chair) to send the completed New Member Appointment Checklist or Community Council Member Re-appointment Checklist to the Director of |

| | <p>Regional Operations</p> <ul style="list-style-type: none"> • Support the Director of Regional Operations to send a letter to the nominee confirming his / her appointment to the Council or a letter of re-appointment to a Council member confirming renewal of term that includes term start and end dates • Upon being advised that a nominee has been appointed or a Council member has been re-appointed, enters the member's contact information, term start and end dates, validity date of criminal record check and other necessary details into an EXCEL file that tracks all Community Council member appointments. • Update the Community Council Membership Monitoring file on a monthly basis • Submit duplicate copies of the new member's complete files / records or the member's complete re-appointment papers to the Director of Individual, Family and Volunteer Engagement • Maintain scanned copies or soft files of all relevant documents / papers by the Council in the designated drive and Council folder. • When Council members submit claims for reimbursement of travel / other expenses incurred during Council meetings and activities, check and certify completeness of the form and supporting receipts, endorse the claim and send to the Community Planning Development Manager for review and approval and thereafter, forward to Accounts department for processing of payment. | | | | | | |
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| <p>Chair Report Gord Robertson</p> | <p>Gord attended Community Council Chair conference on March 27th, David Hurford provided CLBC updates that included the Self Advocate vacancy on the board (this posting closed April 30th); PAC is moving – this is a great opportunity to modernize the PAC facilities; discussed the announcement of improvements to the PSI (Personalized Supports Initiative; discussion on Community Action Employment Plan – they will be identifying 4 additional areas to test the work plan locally to help increase employment for the people CLBC serves; CLBC has partnered with SelfAdvocateNet.com to strengthen and increase readership of this Self Advocate website; Applications for the \$1000.000 CLBC/BCGEU Scholarship Fund is going extremely well; CLBC's Commitment document has been rolled out.</p> <p>Brian Salisbury presented the Task Force Report Implementation - Terms of Reference and the recommendations for changes to the council appointment processes that will be presented for Board Approval April 8-9th. The new updated handbook will be posted on the Community council webpage at: http://www.communitylivingbc.ca/about-us/community-councils/</p> | | | | | | |
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| <p>PAC</p> | <p>Sylvia Zebroff is replacing Brian on PAC. Updates from board, Norah Flaherty on the Home Share Review to address any risks associated with home share, Personalized Supports Initiative (PSI) and the executive steering committee plan to guide development a work plan that will be completed by March 31st; Migration of CLBC contracted home share arrangements; CLBC's commitment document; the agenda for the Annual Meeting with the CLBC</p> | | | | | | |

| | Board in June 7 & 8; and the Committee Self-Evaluation Review for the previous year. Also discussed was supportive employment, more information can be found on their website at: www.employmentforall.ca | | | | | | |
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| Committee Discussion Deferred due to lack of a quorum | <p>Terms of Reference – Committee selection</p> <p><u>Membership Committee</u> Colleen Tuson, Vince Sherry</p> <p><u>Self Advocate and Employment Committee</u> Eldon Carter, Penny Soderena-Sutton, Colleen Tuson, Sheryl Demers</p> <p><u>Community Awareness Committee</u> Vince Sherry, Debbie Still, Penny</p> <table border="1"> <thead> <tr> <th>ACTION</th> <th>PERSON RESPONSIBLE</th> <th>DEADLINE</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> | ACTION | PERSON RESPONSIBLE | DEADLINE | | | |
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| PPT Governance Pat Marshall | <p>Presentation on Governance and structure. This will be presented in September when we are up to a full compliment and devote a full day to this; a Friday night session and a Saturday morning for the PPT Governance and the afternoon complete the work plan. Annual report Ann and Pat Review and populate the document and we send out to the council chair.</p> <table border="1"> <thead> <tr> <th>ACTION</th> <th>PERSON RESPONSIBLE</th> <th>DEADLINE</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> | ACTION | PERSON RESPONSIBLE | DEADLINE | | | |
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| Work Plan Completion Deferred due to lack of a quorum | <p>Completed for 2012/2014</p> <p>Pat discussed how we will proceed on this for the September possibly at the Four Points.</p> | | | | | | |
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| 2014/2015 Meeting Dates Deferred due to lack of a quorum | <p>Next meeting May 24th, 2014.</p> <table border="1"> <thead> <tr> <th>ACTION</th> <th>PERSON RESPONSIBLE</th> <th>DEADLINE</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> | ACTION | PERSON RESPONSIBLE | DEADLINE | | | |
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| <u>Round Table</u> | <p>Gord – 5 more weeks to work till retirement, has a big to do list, no room for the wife’s do to list. Getting ready for spring, snow is finally melting, wants to get into the 21st century and get a cell phone.</p> <p>Eldon – Busy at work Eagle Lumber supplies, will start next week back at washing RCMP vehicles. Eldon is looking forward to that. Still doing sports, and is working on a dinner get together next month for the winter windup.</p> <p>Justin – Went to Revelstoke to visit his dad. Then he went to Oliver. Justin says work is going good selling cell phones.</p> <p>Penny – Prince George Self Advocate Caucus is holding a perogy /smokie lunch at AiMHi, she will send out invitations. The lady who ran the Toy</p> | | | | | | |

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| | <p>library is retiring, Penny is the new toy library person. She is going to the Inclusion BC conference in June in Nanaimo; she is on the CLBC committee main office Editorial Board, helping to process the applications for the scholarship fund. She will be going to Vancouver for this in May. Publications for the citizen magazine all contributors will be from Self Advocates only.</p> | | |
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Next meetings: at the CLBC office or Dial in

May 24, 2014 9:00 am