



Simon Fraser Community Council Meeting

Wednesday January 28, 2009
205 Newport Drive, Port Moody, BC
7:08 PM – 8:53pm

Present:

Jim Wong (Acting Chair)
Barbara Thomas
Debra Appleby
Richard Faucher
Susan Rees (Recorder)

Shannon Gillin, Staff
Glen Campbell, Staff
Manfred Wuensche, Staff
Fateh Esmail, Staff
Nader Wahba, Staff

Regrets:

Ludo Van Pelt
Vera Anderson
Jacqueline Jordon

AGENDA TOPICS

DATE	TOPIC	DISCUSSION						
Jan 28 2009	Acceptance of agenda and approval of last meeting's minutes	Jim Wong motioned for adoption of the November 27, 2008 minutes. Moved by R. Faucher, D. Appleby seconded and all in favor, so passed.						
DATE	TOPIC	DISCUSSION						
Oct 1 2008	Discuss membership in the Advisory Committee of CLBC - Linda, letter received in August "Terms of reference"	<p>Nov 27 – Deferred – for review at January Meeting</p> <p>Jan 28 – Meeting Discussion: One member from each council will be part of an advisory group to advise the CLBC Board. The idea of the board is to create better flow and unite the councils. Details on the meetings will be sent out by Doug Willard.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr style="background-color: #cccccc;"> <th style="text-align: left;">ACTION</th> <th style="text-align: left;">PERSON RESPONSIBLE</th> <th style="text-align: left;">DEADLINE</th> </tr> </thead> <tbody> <tr> <td>Council to review the Terms of Reference and send Jim comments and whether interested in serving on the committee. Jim will summarize and send in. All responses must be sent by Monday February 9th.</td> <td>ALL</td> <td>February 9, 2009</td> </tr> </tbody> </table>	ACTION	PERSON RESPONSIBLE	DEADLINE	Council to review the Terms of Reference and send Jim comments and whether interested in serving on the committee. Jim will summarize and send in. All responses must be sent by Monday February 9 th .	ALL	February 9, 2009
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Nov 27 2008	Brian Salisbury CLBC 3 year plan document	<p>Ensure that Brian Salisbury's document was received by J. Wong or check with S. Ghodsieh for receipt & distribute to council members.</p> <p>Jan 23 – closed – Jim distributed by email December 30, 2008</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr style="background-color: #cccccc;"> <th style="text-align: left;">ACTION</th> <th style="text-align: left;">PERSON RESPONSIBLE</th> <th style="text-align: left;">DEADLINE</th> </tr> </thead> <tbody> <tr> <td>Send an email to J. Wong or S. Ghodsieh</td> <td>S. Rees</td> <td>December 27, 2008</td> </tr> </tbody> </table>	ACTION	PERSON RESPONSIBLE	DEADLINE	Send an email to J. Wong or S. Ghodsieh	S. Rees	December 27, 2008
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Nov 27 2008	2008 budget	<p>Nov 27 - A budget handout received at the meeting titled "fiscal 08/09" from F. Esmail</p> <p>All council members to submit mileage and expense forms before the end of 2008.</p> <p>J. Wong motioned to move and set the budget as presented. B. Thomas moved and V. Anderson seconded.</p> <p>Jan 28 – Reminder to council members to submit receipts and expense claim forms to Peggy Langdon. Jim will send council the claim form template. New budget review overview was distributed & will be generating these statements for the council.</p> <p>Budget has not yet been announced for next year.</p>						

		ACTION	PERSON RESPONSIBLE	DEADLINE
		Jim to send council claim form template. All council members to submit any mileage and expenses	All	March 15, 2009
DATE	TOPIC	DISCUSSION		
Nov 27 2008	Council Member Recruitment	<p>Nov 27 – An ad will be placed in the local papers, all resumes will be submitted to CLBC and presented to the council for review. Family members and self advocates as well as community members and people with a first nation background. If anyone on the council knows anyone who would like to join, to fill out an application.</p> <p>Jan 28 – Ongoing. S. Gillin will have C. Rae contact S. Rees. S. Ghodsieh will collect responses and a subcommittee will be created to select members.</p>		
		ACTION	PERSON RESPONSIBLE	DEADLINE
		<p>Nov 27 – Contact Sally Greenwood for previous ad Susan/Jim to create new ad.</p> <p>Jan 28 – S. Giles will have C. Rae contact S. Rees to create the ad. S. Ghodsieh will collect responses and a subcommittee will be created to select members.</p>	<p>S. Rees J. Wong S. Ghodsieh S. Gillin</p>	February 28, 2009
DATE	TOPIC	DISCUSSION		
Nov 27 2008	Survey Results	<p>Nov 27 – Will discuss at January meeting.</p> <p>Jan 28 – Survey results were discussed by M. Wuensche? 18% of surveys were returned & they were sent to the same sampling as the previous year. CLBC would like to increase response on surveys so that they can provide better services and communication. A meeting is scheduled Wed Feb 18 – 2pm, but can be rescheduled to enable D. Appleby to attend as family members and/or self advocates attending could give an important perspective. D. Appleby to send M. Wuensche her availability. R. Faucher offered to contact L. VanPelt.</p>		

		ACTION	PERSON RESPONSIBLE	DEADLINE
		<p>Nov 27 – Distribute Survey Results to Council Members</p> <p>Jan 28 – Results were distributed in an email sent October 2, 2008. D. Appleby to contact M. Wuensche with her availability to attend the next meeting.</p>	S. Rees / J. Wong	Jan 2/08
DATE	TOPIC	DISCUSSION		
Nov 27 2008	MCFD Summary Document	<p>Nov 27 – Community Council members requested that an MCFD Summary Document be distributed to have consistent information. The ask will be sent to MCFD headquarters, Ken Kabool and will email Glen Campbell. D. Appleby put forward motion to request the Summary Document, J. Jordon seconded, all in favour.</p> <p>Jan 28 – The children’s transition is still planned for October 2009. Three people now make up a Governance Committee to ensure everything moves forward smoothly. MCFD wants all of the service provider contracts in their name by April 1, 2009. Staffing details have been mostly worked out. There will be seniority, holidays, vacations, etc. It is the same union. Staff preferencing has not happened yet, however priority will be given to previous MCFD staff and the location to where they are already. Offices being transitioned to CLBC/MCFD still to be decided.</p>		
		ACTION	PERSON RESPONSIBLE	DEADLINE
		<p>Nov 27 – Ken Kabool to email Glen Campbell with results of the request for the MCFD Summary Document</p> <p>Jan 28 – G. Campbell will find out if a notice from the Government or someone can go out to families to give an update.</p>	G. Campbell	February 28, 2009
DATE	TOPIC	DISCUSSION		
Jan 28 2009	CLBC Staff Updates	<ul style="list-style-type: none"> - 2 new staff have joined CLBC: Nader Wahba and Jenny Scoffield. - J. Wong thanked Nader for being on council for past years - CLBC Working on Policy to help staff around helping parents around development disability - A Community Meeting with a new format is being held to bring together the community: April 20-21 – Delta Airport Hotel. J. Wong will circulate any information he receives. 		

		ACTION	PERSON RESPONSIBLE	DEADLINE
		J Wong circulate any information received on the Community Meeting in April	J. Wong	N/A
DATE	TOPIC	DISCUSSION		
Jan 28 2009	Annual Report	An annual report is to be filled out for CLBC as requested by Doug Woollard by the end of March and forwarded to the Board secretary Rena Donald. J. Wong will contact Linda for annual report support details that she can provide J. Wong will circulate the report within the committee for review and feedback.		
		ACTION	PERSON RESPONSIBLE	DEADLINE
		Jim to meet with Linda and circulate the report within council for feedback.	Jim Wong	March 31, 2009
DATE	TOPIC	DISCUSSION		
Jan 28 2009	Community Council Review (email sent to council from J. Wong Jan 12'09)	Letter from Doug Willard about reviewing the Community Councils and their functions. They have hired a consultant with experience to review the Community Council structure & determine what is or not working. Feb 5 update – Jim sent email with a questionnaire attachment and request for feedback to council members by February 16. Jim will compile comments and discuss at the next council meeting.		
		ACTION	PERSON RESPONSIBLE	DEADLINE
		If Council members are interested in a teleconference or meeting, let J. Wong know. Council to provide feedback to J. Wong about what they feel is working/not working.	ALL	February 16, 2009
DATE	TOPIC	DISCUSSION		
Jan 28 2009	January 14 meeting held with Council Chairs	A meeting was held and invited Community Council Chairs and Vice Chairs around the Lower Mainland to share information and to hear from other councils about their initiatives. Some impressive initiatives in Surrey with creating their own survey. Other councils are keen to take action on waitlists and how to reach the community better. Membership is low among the other councils as well. The councils want to get together on at least a quarterly basis.		
		ACTION	PERSON RESPONSIBLE	DEADLINE
		N/A	N/A	N/A
ADJOURNMENT				
Meeting Adjourned 8:53 pm				
NEXT MEETING (generally scheduled the 4 th Wednesday of each month)				
Wednesday, March 4 th , 2008 7pm 400-205 Newport Drive, Port Moody				