

## **Surrey Community Council Meeting Minutes June 26, 2008**

**Present:** Cheryl-Anne Hendy    Madeleine Addison  
Jane Moon                      Marie Sabine  
Larry Shareski                Sandra Cottingham  
Laurie Guerra

**Regrets:** Connie Hulley              Coreen Windbiel  
Rachhpal Sidhu                Kris Pointon  
Renee Marlatt

**CLBC Staff:** Sharon Rose, Surrey CPD Office Manager  
Josefina Marchetti (recorder)

### **Call to Order**

The Chair called the meeting to order at 7:15.

### **Agenda**

The agenda was reviewed and accepted with the addition of two items:

- a) "Attendance to meetings and regrets"
- b) "Cabinet shuffle", as part of the manager report

### **Minutes of the Community Council Meeting of April 17, 2008 and May 29, 2008**

#### **Motion**

It was moved by Laurie Guerra, seconded by Sandra Cottingham, to approve the minutes of the Community Council meetings held on April 17 and May 29, 2008.

*Carried Unanimously*

### **Attendance to Meetings and Regrets**

The Chair asked the members to please send their regrets if they cannot attend a meeting. Community Council members that cannot attend should give enough notice to determine whether the meeting should take place or should be postponed. If the absence is due to last minute circumstances, a phone call would be appreciated.

### **Manager's Update**

#### **Staffing update**

A list of the current staff at the Surrey CPD office was distributed.

#### **Community Relations position**

Rachel Schmidt, is the new CLBC Community Relations Specialist. Rachel and Sharon Rose met with MLA Sue Hammel to provide her with information about CLBC and local initiative within Surrey and White Rock. Information specific to the Surrey Community will be provided to MLAs on a regular basis.

#### **Home Sharing Position**

The Quality Service Office will hire a .5 FTE dedicated analyst to oversee service quality, provide support and monitor ongoing compliance with standards to independent contracted service providers that are not in the category of large agencies.

### **Ministry of Health/CLBC Regional Lead**

Developing provincial protocols for how the Ministry of Health and CLBC can work together to serve people with developmental disabilities and significant health issues (including mental health issues) has been the focus of a joint working group formed by CLBC and the Ministry of Health. Sharon Rose has been asked to be the CLBC team lead for the Fraser Region in meeting with MOH.

### **Waitlist Project**

The region has been carrying out a waitlist project to ensure adults are accurately represented on the waitlist. The Priority Ranking Tool captures the individuals' situation and assigns a number that places them in the appropriate place. One facilitator has been working on the waitlist, has contacted all individuals with numbers over 50 and completed a Priority Ranking Tool for them so now the numbers are accurate reflection of their life circumstances.

### **Cabinet Shuffle**

Sharon Rose informed the Council members that due to the last Cabinet shuffle, CLBC will continue to provide services to adults with developmental disabilities which will fall under the responsibility of the Ministry of Housing and Social Development. The services for children with special needs will go back to the Ministry of Children and Family Development. The CLBC CEO has announced that no details on the transitioning plan have been released yet. The CPD managers will keep the Councils and staff informed.

### **CLBC Board of Directors and Community Councils Join Meeting – May 10, 2008**

Sandra Cottingham presented the minutes of the joint meeting held on May 10, 2008. Building Welcoming Communities, Financial Decision Making and Improving Accountability were among the main topics tabled for discussion. Other items presented at the meeting were Budget Overview, Council Self-Evaluation and Manager Evaluation, Communications Guidelines and Community Councils Website. Laurie Guerra and Sandra Cottingham informed that the meeting was productive and the exchange of experiences from other Community Councils located in different regions was positive.

The Community Council Self-Evaluation form and the Manager Evaluation form will be filled out by each Council member and handed to the Chair at the working session that will take place on July 24, 2008.

### **Complaints Process**

Sandra Cottingham spoke about an experience a family member had in utilizing the CLBC Complaints Process. The outcome for the individual and their family was positive.

### **Community Council Budget**

Laurie Guerra presented an email sent by Doug Woollard to the Chairs of the Community Councils regarding the 2009 budget. The email requests that Community Councils develop, with assistance from the CPD managers, a work plan and budget projection for achieving that work plan by September 30, 2008. The new Council budget will then be confirmed based on that projection. Sharon Rose will provide last year's expenses which would help the Council to prepare the work plan.

**Strategic Plan**

The Strategic Plan will be discussed at a work session on July 24, 2008.

**Next Meeting**

There will be a working session on July 24, 2008 at 6:30. The next regular meeting will take place on September 18, 2008.

**Adjournment**

There being no further items to discuss, the Chair adjourned the meeting at 9:00pm.