

MINUTES
North Okanagan Community Council Meeting

DATE:	Saturday, September 20, 2008
TIME:	10:00 am to 2:30 pm
LOCATION:	Sandman Inn 1891 Fraser Drive, Revelstoke

1. Welcome and introduction of new members:
 - In attendance – Patrick Allwood, Lynne Barisoff, Kirsten Cacka, Joanne Crawford, Kathleen Nelson, Noelle Typusiak, Patricia Winters, Bill Tidsbury (CP&D), Grant Huffman (QSO), Dianne Trudel (RECORDER)
 - Regrets – Carolyn Christiansen, Helmut Herrmann, Dianne Mumm, Margaret Murphy, Sue Phillips, Susan Shewchuk, Henry Sundquist
 - Introduction of new members – Kirsten Cacka representing self advocates and Joanne Crawford, Executive Director of SACL, representing service providers.
2. Additional agenda items:
 - Conflict of interest declaration should be added to the agenda on an on-going basis.
 - **ACTION:** Add as Item #4, after the approval of agenda.
3. Approval of agenda:
 - Motion to approve, Joanne moved, Lynne seconded, carried.
4. Review and approval of minutes for June 21, 2008:
 - Motion to approve, Patricia moved, Noelle seconded, carried.
5. Old Business:
 - a) Communications update –
 - Councils now have a new logo and letterhead. Council name on letterhead is showing “Vernon Community Council” when it should be “North Okanagan Community Council”.
 - **ACTION:** Dianne to have name corrected.
 - There is not enough interest on a provincial level to do a *blog*.
 - Guidelines for minutes have been sent out.
 - Bill is hoping to meet with Allison, Chair of the Kelowna Council, some time next week to discuss “newspaper stories”. Kelowna Council does have an on-going column in the Kelowna paper.
 - b) Council minutes on web site –
 - Web site is on CLBC’s internet under the Your Community tab.
 - **ACTION:** Dianne to follow up on status of minutes.

c) Council self evaluation tabulation –

- Only 3 replies received to date.
- **ACTION:** Noelle to resend form with a reminder and a deadline for completion.
- Finalized version of the Manager Evaluation has not been received.
- **ACTION:** Bill to resend draft version which will be used for final submission.

6. Member updates:

- On September 11, 2008, Margaret Murphy submitted her letter of resignation from council membership. Letter read out to council members.
- Patricia responded to Margaret's letter, within 5 days per instructions from the Manual for Community Councils. Reply read out to council members.
- Noelle moved to accept the resignation, with regret, and would like Margaret's permission to attach her letter of resignation to the council minutes. Patrick seconded, carried.
- **ACTION:** Patricia to get in contact with Margaret for permission.
- Bill to meet with Margaret for coffee to discuss her concerns surrounding her resignation.

7. Update on CLBC changes:

a) Children's transition process –

- Review of the shift in children's services back to MCFD.
- MCFD needs to put a model in place before transition is complete.
- Consultation process is ongoing.
- Bill and Lynn Middleton are on the transition steering committee.
- Transition can be anywhere between December and the end of the fiscal year in March.
- Queenswood review was already pre-planned but will now include the children's transition piece.
- Discussion of rationale for decision to change children's services back to MCFD as well as the new Ministry role.
- Patricia read out a portion of Lois Hollstedt's letter covering the different types of services under the new Ministry.

b) Budget and staff impacts –

- Budget and staff transfers are still being discussed on an organizational level.
- Changes will have a strong impact on everything from staffing numbers, staff morale, budgets, services and how those services will be delivered.
- Budgets are clearly defined between adult and children's services now but don't know how the transfer will affect budgets that remain in regard to the management of services and operations.
- CLBC is resolved to maintain existing structure for the time being until changes are confirmed in the staffing numbers.
- In process of determining number of staff that may be affected, could be approximately 100 to 150 staff provincially.
- CLBC, MCFD and BCGEU need to iron out all the details that will affect staff.

c) Council role –

- Council's role in this process is unknown but hopefully there will be a strong emphasis on council involvement.
- Beneficial that councils are already in place during this change – can have a greater impact on a smooth transition.

- Definite numbers (both staff and \$\$) still to be determined. How it will affect operations and services is still to be seen.
 - Discussion on if there will be a change back to “social work”, case management, etc. as there still is a strong public demand for this.
 - CLBC needs to be responsive to public input; listen, change, and shift with the needs of the people they serve.
 - Take advantage of the fact that CLBC is a crown agency (flexible to change) to offset its disadvantages (fixed budgets).
- d) Eligibility criteria re: IQ –
- DD eligibility criteria is still before legislation.
 - Definition of DD under DSM IV is IQ of 70 and under.
 - Discussion around access to services for people who don't meet the criteria (vulnerable adults) under the new Ministry.

8. Discussion re new chairperson:

- Patricia would like to step down as chair for her last year on council and would like to have a new chair in place by October or November.
- Discussion on whether it would be beneficial to wait until a new council is elected.
- Patricia is flexible on her end date to accommodate council's needs.
- **ACTION:** Put on next agenda for discussion.

9. Council nomination process for new members:

- Need to identify length of term for each member and whether they will be re-applying for another term.
- Helmut has already submitted application for another term. Noelle moved to accept, Kirsten seconded, carried. Recommended that Helmut hold another two year term.
- Need to create a nomination committee.
- **ACTION:** Anyone interested in being on nomination committee is to advise Bill.
- Recommended that the nomination committee be in place as soon as possible, should do an email vote to speed things up.
- Need to advertise for new members.
- Noelle motioned that the advertising for new members be done before a nomination committee is finalized, Patrick seconded, carried.
- Suggestion for a new Board Orientation session some time in January.

10. Council sub-committees:

a) Finance –

- Distribution of council budget spreadsheet and walk through of budget figures.
- Budget should be checked on a monthly basis.
- Need to have council members submit for all expenses to get a complete and accurate picture of council costs.
- Will need a true accounting of expenses to justify any increases in budget.
- Add advertising costs to budget, approximately \$1,200.
- Increase inter-council budget.
- **ACTION:** Since total budget dollars cannot be increased, Bill to adjust numbers between “service lines” to reflect the need and actual use.
- CPD budget can be used to subsidize council budget re: catering.

b) Education/Awareness –

- Bill, Patricia and Noelle met a few times over the summer months regarding the “Community Council Road Show” that was to happen some time in October (Community Living Month).
- The changes in children’s services made it necessary to postpone – there is a need for more concrete information on the transition process before rescheduling (could be as late as January).
- CLBC will be doing its own Information Sessions some time in January or February to announce changes once they are confirmed. Council members can be involved in these sessions.
- Suggestion was made that the Council send out a letter on the upcoming changes.
- MCFD and CLBC would need to be consulted first – MCFD already has a communication plan and CLBC does not want anything put in writing until it is confirmed.
- Council could still put out a general letter introducing council members and stating that changes are still happening, there is a new Ministry, we are advertising for new council members, etc.
- Kathleen motioned that Patricia write a letter to be sent out to families, communities and service providers with all of Council’s updates. Noelle seconded, carried.

c) Self Advocacy –

- Tabled to next meeting.

11. QS reports/contracts update:

- Grant updated members on on-going employment initiatives.
- Grant also discussed the Contract Costing Tool. The North Interior QSO is the pilot region for this project.
- CLBC is hosting a meeting next Tuesday for service providers on how to use the documents.
- Intent is to capture information and to ensure equity of services.
- The meeting is for feedback not for orientation.
- Ann Sorge is taking on the half time role as Home Share Coordinator. Ann is an analyst and will have a focus to put attention on home sharing and home share standards.
- Home share appreciation is coming up soon.
- QS is in the final stages of approving an Innovation Grant for the Community of Revelstoke to create a respite co-op for the community.
- Crisis response – putting final attention on awarding contract to DESC Services to provide crisis support service to the Vernon and Salmon Arm areas starting October 1st.
- **ACTION:** Grant to send out information on the annual conference for Canadian Association for Supported Employment (CASE).

12. QS budget update:

- Budget is still tight and there are additional cost pressures from individuals with mental health issues.
- Looks like we’ll be coming within budget this year.

13. QS budget priorities discussion:

- Grant met with Patricia and Ross, chair of the Kamloops council, on ways to bring councils more into the budget process.
- Changes will be made on how information is presented to councils. More percentages and graphs will be used instead of numbers.
- November meeting will include the new presentation of information in the new format.
- Rather than presenting dollar amounts, Grant will talk about assumptions and principles, ie, priorities being issues of mental health, aging, employment, etc.
- Council would like to have more power over budget allocation re: grants within the community.
- Noelle motioned to request QS set aside funds for short term projects that address identified needs. Council to assume decision making responsibilities, Joanne seconded.
- **ACTION:** Put on October agenda for quorum vote.
- Intent is to set aside a portion of the budget that Council can make decisions on how to allocate allowing Council to fund identified projects. It would resemble a “Regional Innovations Grant”.
- This would align priorities between CLBC and community need.
- **ACTION:** Add to October agenda: set up sub-committee for these funds.

14. Council information/input sessions:

- Discussed as “Community Council Road Show” under 10. Council Sub-Committees b) Education/Awareness.

15. Strategic planning input:

- Communication from Brian Salisbury – HQ is going ahead with the strategic planning process and is looking at having some input sessions around the Province. Is Vernon interested? Would need 20 to 25 people with diverse connections, ie, families, service providers, etc. Will not include children’s issues.
- Council showed definite interest in participating in the planning info sessions.
- Request morning session in late October with a possible smaller follow-up meeting for people not available in the am.
- **ACTION:** Bill to find out date and time so that council can coordinate.
- **ACTION:** Council to send out specific invitations for 20 to 25 people.

16. Joint council meeting report:

- Meeting with Grant, Patricia and Ross – discussed under 13. QS budget priorities.

17. Upcoming events:

- a) Jim Dier, October 8th –
 - Jim is a community development person and an international speaker.
 - Session is based for CLBC staff but there is room for 3 or 4 service providers.
 - **ACTION:** Joanne to get back to Bill on service provider interest.
 - **ACTION:** Any council members that are interested should contact Bill.
- b) Pat Fratangelo, January 28th –
 - Pat is the executive director of a community living society in New York.
 - Major achievement of moving community focus to share homes.

- c) VELA, September –
 - Conference in Kelowna last week, Salmon Arm info session coming up.
- d) Salmon Arm Community Celebration, October –
 - Not specific to community living but geared to the broader spectrum of community celebrations.
 - Motion for Council to get involved in celebration with financial funding, Kathleen moved, Patricia seconded.
 - **ACTION:** Bill to send email for quorum vote.

18. Invitation of Julie Armitage, Seniors Project, to October meeting:

- **ACTION:** Patricia to extend invitation to Julie to do presentation at October's meeting and update council on Seniors Group.

19. New CLBC staff:

- CPD staff – Jennifer Love
- QSO staff – Nadine Frisk
- Self Advocate Project Hire – Ted Dekker

Next meeting is October 25th in Vernon.

November 15th or 22nd meeting in Salmon Arm.

Meeting adjourned.