

MINUTES

Upper Fraser Community Council

Date: October 11, 2016
Address: Garden Park Tower
Time: 6:00 p.m.

Present: Maggie Metcalfe (Chair), Jerry Laidlaw, Dan Collins, Donalda Madsen, Natalie Fortin, Kerry Lawson (ICM – Fraser Valley East, CLBC), Dawn Robertson (PAC Rep), Brenda Gillette (Recorder)

Regrets: Judy Garrett, Kathleen Rake, Sylvia Dirks

Agenda Topic	Discussion	Action Required
Agenda Review	There were no additions to the Agenda. Moved D. Robertson, seconded D. Madsen that the Agenda be accepted as presented. CARRIED.	N/A
Review of Previous Minutes	Minutes from the June 14, 2016 meeting were reviewed. There was discussion about the response to the concern regarding housing. Moved D. Robertson, seconded J. Laidlaw that the minutes of the previous meeting be adopted as submitted. CARRIED.	N/A
Business from Previous Minutes	D. Robertson noted that she did not manage to follow up with T. Pippus over the summer.	D. Robertson will invite T. Pippus to the December 2016 Council meeting.
CLBC Update	The Upper Fraser is the last Region to “go live” with reorganization effective November 14 th . Tiffany Kube will be the Integrated Case Manager for the UF West (Langley/Abbotsford) with Kerry Lawson filling this role for FV East. Kerry will also assume responsibility for PSI. Anthony, a new Manager for the Surrey area, has been designated the lead for Housing and MCFD. Sharon Rose will be the Regional Manager for cross-regional agencies as well as the liaison for Health. The SCC’s will remain in place until the end of March 2017 and will then become Practice Leads with new Job Descriptions. Adult Guardianship and Eligibility will remain at the Regional level.	

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CLBC Update continued	There will no longer be Team Assistants; these will be transitioned to Contract Clerks. Due to its geography, the North is piloting a Team Leader position. There will be a Pilot Project on aging in the Upper Fraser, either Langley or Abbotsford.	N/A
PAC Update	D. Robertson reported that Seonag Macrae came and spoke about the new Strategic Plan, particularly the vision statement and values. Additional information was provided about changes to the Community Council Terms of Reference. The Representative for Children & Youth (Laura Fritz) attended the meeting and spoke about eligibility. Leanne Dospital, Advocate for Service Quality, participated and provided further information about her role. Megan Tardiff also spoke about her ongoing role with the councils. D. Robertson noted that the Councils provided updates with several of them noting that they continue to struggle.	K. Lawson will invite Leanne Dospital to meet with the Council, self-advocates and families in winter 2017.
Upcoming Training Events	There is a sexual health workshop on Thursday, October 13 th at 6:00 at the Mathieson Centre in Chilliwack. On October 25 th Janet Klees will be presenting to self-advocates and families at the Christian Life Assembly in Langley from 6:00 until 9:00 p.m. (this includes both Surrey and Langley areas). The FSI Conference is Friday/Saturday, October 21 – 22; please remember to encourage families and self-advocates to register. There will be a Marketplace (self-advocates with their own businesses) on the Friday evening at the FSI Conference.	K. Lawson will follow-up on the invitations to the October 25 th event with Janet Klees.

Agenda Topic	Discussion	Action Required
Petcha Kucha Planning	<p>M. Metcalfe noted that the planning has come to a halt due to a lack of expertise with the original contractor. There is a need to find someone who is experienced with Petcha Kucha to coordinate the event. Structuring this event is complex and requires someone with prior practical experience. The right person will:</p> <ol style="list-style-type: none"> 1. <i>Will be familiar with, or have the capacity to familiarize themselves with the intent, format and agenda for a successful Petcha Kucha.</i> 2. <i>Will have proven ability to liaise with other involved parties (i.e. UFV, Council, Marketing).</i> 3. <i>Will have proven ability to plan, organize and implement the complete event and provide a tracking system to demonstrate this to the Council's Planning Committee.</i> 4. <i>Will possess the organizational ability to fully manage the event, assigning tasks in advance and ensuring all details are taken into consideration.</i> 5. <i>Will ensure adequate and appropriate recruitment and management of volunteers for the event.</i> 	All Council Members will continue to expand the search for a new consultant; planning will move ahead when the right candidate is found.
Strategic Planning	<p>The need to develop a new Strategic Plan was considered. Following discussion, it was decided to review the existing plan at the December meeting. D. Collins noted that the outstanding item (other than the Petcha Kucha) is housing and presented an option for a one-day housing forum. The timeline would likely be February or March 2017. There was strong agreement from the members present for this plan.</p>	M. Metcalfe will ensure that the Strategic Plan is brought to the December 2017 meeting for review and possible updating.
Adjournment	M. Metcalfe declared the meeting adjourned at 8:14 p.m.	

Next Meeting

Date: Tuesday, December 13, 2016
Time: 6:00 p.m.
Location: Garden Towers