

Fraser Region Community Council Meeting

Newport Village, Port Moody

Time: 5:30 pm – 7:30 pm

Date: March 27, 2017



Chair:	Ryan Jamieson (in Sue Mann's absence)
Attendees:	Deb Appleby, Conrad Tyrkin, Shari Mahar, Linda Wu, Barb Paciejewski, Maxine Wilson, Bob Kashyap, Laurie Geschke
Guests:	Jackie Malekpour, Carlos Canizales
Regrets:	Ashley Baker, Courtney Dinahan, Vera Anderson, Massi Bakhshain, Sue Mann

AGENDA TOPICS

Item 1: Minutes and Agenda

Discussion: Have asked Carol to send minutes in PDF so people can print off better if they're having problems with Word format.

CARRIED

Action Items:	Person Responsible:	Deadline:
<ul style="list-style-type: none">Minutes to be sent to all members of councilAgenda submissions sent to Carol Broomhall Council Secretary. Carol.broomhall@gobaci.comAgenda sent to Council MembersAdd for Old Business for follow up to the agenda	<ul style="list-style-type: none">Carol BroomhallAll Council MembersCarol BroomhallCarol Broomhall	<ul style="list-style-type: none">As soon as possible1 week prior to meeting3 days prior to the meetingBy next meeting

AGENDA TOPICS

Item 1: CLBC Report – Ryan Jamieson

Discussion

- 3 days away from fiscal year end so busy.
- Haven't received the new budget yet
- Things going well overall.
- Ryan met with STADD – pilot in Surrey-Delta 2-3 years ago. Coming into Burnaby-New West this coming year, then will spread into Vancouver and the Tri-Cities. Had tried a brief pilot focusing on Seniors in Burnaby in the past, but it wasn't very successful.
- STADD has a Director and a few Navigators to support transitions.
- Now focusing more on youth transitions rather than with seniors.
- Talked on Planning Day about getting information from CLBC/Ryan in a more formal way so better informed to tell families.
- Clarification – STADD age range is 16 – 24 living in Burnaby-New West. So is for kids in the Burnaby region coming into services, but also out of school. This will help them navigate all services – not just CLBC. Works with Health, MCFD, IDP, etc. But have to be CLBC-eligible.
- But the Navigators have no money, no power, no ability to make decisions. Only a support role.
- Can be referred by CLBC or can self-refer.
- Question: Can you make a smooth transition if there isn't housing available in their home community?
- The Navigator role is more about supporting people to access services, not support community connections.
- Heard about Navigators about 3 years ago. Understand that it is person- and family-driven process. Because

Navigators don't have access to budgets or resource allocation schedules, they can only tell what services are globally available. Can't specifically suggest which services particular people should access. Just a general information providing service.

- What is the purpose of the Navigator? (The information they provide is available on all websites.) They can support the family in meetings, but are not there to advocate.
- Other Ministries have responsibility as well in supporting families – not just the role of CLBC.
- At the Planning Session, Council Members were trying to figure out their respective roles. Discussed what they believed the role of CLBC is – and believed that it is to provide the Council with info about CLBC – ie what's new, what's pending, and supply links to resources on those issues/topics.
- Interested in making the meeting more of a working place. Can send out information to Council members by email in between meetings. Would like a more formalized information stream.
- Conrad would like to become one of the faces of the Council out in the community – wants to be as involved as possible.
- Suggest the budget on food for meetings will be set at \$70. If we think we need more funding for initiatives, we can always cut back on the food budget at a later date.
- Will defer the food budget costs until after we discuss initiatives and their costs.
- There was a CLBC Community Council Chair meeting recently – a very short meeting.
- Reminder that Council members are not advocates – we're here to educate community members. Can present concerns to Health or BC Housing, but have to do so as a private community citizen, not as a Community Council Member.
- Ryan has created individual folders for all Council Members, with copies of their respective letters & forms.
- Will follow up with people who need to sign forms, get criminal records checks, reference checks, etc.
- Council members can participate in 3 2-year terms, then need to take one calendar year off before they can re-join.
- Hope to have everything organized by the next meeting. Then the Recruitment Sub-Committee can work on organizing administrative processes around incoming members.

Action Items:	Person Responsible:	Deadline:
<ul style="list-style-type: none"> • Send out CLBC information to Council members by email in between meetings. 	Ryan	April 24
<ul style="list-style-type: none"> • Let Ryan know if Council Members are NOT getting the CLBC News Flash by email 	All Council Members	April 24
<ul style="list-style-type: none"> • Follow up with people who need to sign forms relating to being a Council Member, get criminal records checks, reference checks, etc. 	Ryan	April 24

AGENDA TOPICS

Item 2: Development of Council's 2017 Work Plan

Discussion

- Looks like the Council did a great job on the Work Plan.
- Reviewed the Work Plan Proceedings document.
- There were no CLBC staff in the room. At the time, the Council thought they wanted to plan independently, but they recognize that it is a partnership so in the future will invite CLBC staff to planning discussions.
- Thought they accomplished a lot in the day, but one day is still not a long period of time.
- Want to be clear on what the Council's role is. We think we're in a good place moving forward to have a healthy relationship with CLBC.
- Talked about the Rules of Engagement being an ongoing commitment.
- Think Communication is most important.
- Looked at the successes of the Council – a very committed group – as well as things the Council can do to be more effective in the future.
- Talked about importance of knowing CLBC's goals so the Council can align with those goals and that vision.

- Importance of self-evaluation/self-reflection after each event or initiative so that we can continually improve.
- CEO of CLBC talked with Ryan about the role of the Community Council – the main focus should be on education – about people with developmental disabilities, the role of CLBC, and helping to break down barriers in the community.
- For example, Council members could go into schools and help kids understand that everyone is different and equal.
- Importance of not repeating what we – or others have done. Be messengers to the broader community – not just people involved with the Community Living sector.
- Important to not just educate community, but to learn from them – create listening opportunities.
- The work plan needs to be validated by CLBC so we know we're on the right track. Then when we bring information in from the community, we know that when we pass it to CLBC that they will take action on it.
- Used CLBC Council Terms of Reference a lot in the planning.
- Think educating runs 2 ways – not just the Council educating the broader community, but know that information they bring back from the community will be acknowledged/addressed by CLBC.
- The rest of the goals are stated on the Work Plan.
- Began reviewing the Work Plan.
- Question: How does Ryan share the work of the Council back to CLBC? He hasn't shared anything specific because the Council hasn't done anything. But he has been sharing how far this Council has progressed and how much he values everyone involved.
- We haven't planned any stand-alone events.
- Comment: Reporting back may not just be activity-based. How does the work of the Council get reported up – besides through the Chair and PAC meetings.
- At the local level, Ryan would discuss the Council in his bi-weekly meetings with the Region Director.
- Rhonda has been trained to update the CLBC website and the Community Council page.
- The conversation around the role of the Council was addressed during this meeting – which was a Work Plan item.
- Moving forward, we can clarify with Ryan what information regarding the Council he is going to take forward to his team.
- The Succession/Nominations Committee has already been established – is the same as the Recruitment Sub-Committee.
- Clarification – would have another committee that plans events. So would have 2 sub-committees (including the Recruitment Committee).
- Want to focus on activities that engage members of the broader community – not typically involved with Community Living. For example, we could create an event around Autism Day and involve all members of the community.
- Could have an Outreach/Communications committee that creates flyers or brochures or banners to display at various community events. Could make sure that we have a presence in various community events.
- Question: Are we able to make our own communications collateral? Yes, but would have to have it approved by CLBC Communications.
- Suggest there are a couple of things that are important on the Plan: A few people come up with some events that they would like to see the Council do over the next year, and bring to the next meeting.
- Have already identified a few in the "inventory of Activities" in the Work Plan Proceedings document – ie Golden Spike Days, LaFarge Lake event, May Day event in Coquitlam.
- Comment: We need to know who we are and what our goals are before we go out into the community. Should we develop those, and then communications materials, before we go out into the community?
- Comment: we want to make sure that we hit all of our goals – especially if we break into all of our sub-committees.
- Comment: This is a 3 – 5 year plan. We want to make sure we have something to talk about when we are at events.
- Comment: Think we would need to work outside of the Council meetings to achieve our goals in a timely manner.

<ul style="list-style-type: none"> • Comment: We need to have an identity first before we can start printing materials. • We have a good start with the Work Plan, but it's not finalized yet. • Suggest a parallel process so that sub-committees can start planning attending events while the communications committee is developing materials. • Suggest we can learn from what other Community Councils are doing who are further along. • Suggest at next meeting, dedicate half to sub-committee work. Identify who is going to be on each committee and what that committee would do. • Could send a list of the sub-committees out to Council members. • Ryan will send out a poll of who wants to be on the sub-committees that were identified in the Work Plan 		
Action Items:	Person Responsible:	Deadline:
<ul style="list-style-type: none"> • Everyone come up with some events and activities that Council members would like to see the Council have a presence at over the next year, and bring that list to the next meeting. • Send out a poll of who wants to be on the sub-committees that were identified in the Work Plan and ask for sign-ups 	<p>All Council Members</p> <p>Ryan</p>	<p>April 24</p> <p>Prior to April 24</p>

AGENDA TOPICS		
Item 3: Treasury - Year End Report		
Discussion		
<ul style="list-style-type: none"> • Year End Financial Position – spent \$4,561. Then received receipts at the meeting that put us at \$4,940. • We have \$60 left. Suggestion to reduce the amount of money we spend on movie vouchers to that amount. But had originally committed to spend \$100, so will spend the \$100 and see if \$40 could be taken from the 2017 budget. • Breakdown of 2016 expenses: • Reimbursements of travel - \$1000 • Food - \$1000 • Charity - \$900 • Planning - \$1250 • Admin - \$900 • There are a number of things that we can do to bring down the budget cost. Can reduce in Admin, or in Food. Will discuss more later. 		
Action Items:	Person Responsible:	Deadline:
<ul style="list-style-type: none"> • Laurie will purchase \$100 of movie vouchers as a major prize at the Maple Ridge Transition Fair. 		

AGENDA TOPICS		
Item 4: Self Advocates' Report		
Discussion		
<ul style="list-style-type: none"> • BC People First has April 30th AGM, 12:30 pm – 4:30 pm at Coquitlam's Pinetree Public Library. Would like the Council to help spread the word to self advocates. • Conrad will email the flyer to Council members to share with others. • Membership is free and open to all self advocates. The AGM includes a Rights Workshop. • Invited to attend a Translink Board meeting on March 30th, from 10:00 am – 12:00 pm 		
Action Items:	Person Responsible:	Deadline:
<ul style="list-style-type: none"> • Email the BC People First AGM flyer to Council Members 	Conrad	Soon

<ul style="list-style-type: none"> Spread the flyer further to self advocates 	All Council	Soon
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AGENDA TOPICS		
Item 5: Report from the Chair		
Discussion		
<ul style="list-style-type: none"> Covered in the CLBC Report, as the Chair was absent. 		
Action Items:	Person Responsible:	Deadline:

AGENDA TOPICS		
Item 6: Old Business/ New Business		
Discussion		
<ul style="list-style-type: none"> None. 		
Action Items:	Person Responsible:	Deadline:

Next Meeting: April 24, 2017 Time: 5:30 pm – 7:30 pm Location: CLBC Port Moody Office
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