



REGULAR BOARD MEETING AGENDA

April 18, 2018

9:30am

Meeting Room
Green View FCSS Building

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES		
	3.1 Regular Green View Family and Community Support Services Meeting minutes held March 21, 2018 – to be adopted.		1
	3.2 Business Arising from the Minutes		
#4	DELEGATION	4.0	
#5	OLD BUSINESS	5.0	
#6	NEW BUSINESS		
	6.1 Kidz Festival Funding Request		5
	6.2 FCSS Manager Report		8
	6.3 FCSS Coordinator, Adult		16
	6.4 FCSS Coordinator, Community Resource Center		20
	6.5 FCSS Coordinator, Support		27
	6.6 FCSS Coordinator, Youth		30
#7	MEMBER REPORTS	7.1 Chair/Member Reports	
#8	CORRESPONDENCE	8.0	
#9	IN CAMERA		
#10	ADJOURNMENT		

Minutes of a
REGULAR BOARD MEETING
GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES
 Green View Family and Community Support Services Building
 Valleyview, Alberta, on Wednesday, March 21, 2018

1: Chair Perron called the meeting to order at 9:30 am.
CALL TO ORDER

PRESENT	Chair, Member at Large, Greenview	Roxanne Perron
	Vice Chair, Member at Large, Town of Valleyview	Teresa Plontke
	Board Member, Member at Large, Greenview	Trina Parker-Carroll
	Board Member, Member at Large, Greenview	Tammy Day

ATTENDING	FCSS Manager	Lisa Hannaford
	Recording Secretary	Corinne D'Onofrio

ABSENT	Board Member, Town of Valleyview Councillor	Tanya Boman
	Board Member, Greenview Councillor	Shawn Acton
	Board Member, Greenview Councillor	Roxie Rutt

#2: **2.0 GREEN VIEW FCSS AGENDA**
AGENDA **MOTION: 18.03.11** Moved by: VICE CHAIR, TERESA PLONTKE
 That the March 21, 2018 agenda be adopted as presented.
 CARRIED

#3.1 REGULAR MEETING MINUTES **3.1 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES**
MOTION: 18.03.12 Moved by: BOARD MEMBER, TAMMY DAY
 That the Minutes of the Regular Green View FCSS Meeting held on Wednesday, January 17, 2018 be adopted as presented.

CARRIED

#3.2 BUSINESS ARISING FROM MINUTES **3.2 BUSINESS ARISING FROM THE MINUTES:**

#4 DELEGATES Delegates Sheldon Rowe and Darryl Willier from Peace Wapiti School Division entered the meeting room at 9:52am.
 Delegates from Peace Wapiti School Division vacated the meeting at 10:45am.

Chair Perron called the meeting to recess at 10:45am.

Chair Perron reconvened the meeting at 10:49am.

Delegates Kevin Gramm, Manager of Community Services and Amber Hennig, Director of Grande Cache Family and Community Support Services entered the meeting room at 10:49am.

Delegates from Grande Cache vacated the meeting at 11:50am.

4.0 DELEGATION

4.1 PEACE WAPITI SCHOOL DIVISION

MOTION: 18.03.13 Moved by: BOARD MEMBER, TRINA PARKER-CARROLL

That Green View Family and Community Services Board accept the presentation from Peace Wapiti School Division for information as presented.

CARRIED

4.2 GRANDE CACHE FAMILY AND COMMUNITY SUPPORT SERVICES

MOTION: 18.03.14 Moved by: VICE CHAIR, TERESA PLONTKE

That Green View Family and Community Services Board accept the presentation from Grande Cache Family and Community Support Services for information as presented.

CARRIED

MOTION: 18.03.15 Moved by: VICE CHAIR, TERESA PLONTKE

That Green View Family and Community Support Services Board approve the pilot program as presented by Grande Cache Family and Community Support Services as an extension of the Grande Cache Home Support program with no additional costs to the 2018 Operational Budget.

CARRIED

#5 OLD BUSINESS

5.0 OLD BUSINESS

#6 NEW
BUSINESS

6.0 NEW BUSINESS

6.1 FAMILY AND COMMUNITY SUPPORT SERVICES 2018-2020 STRATEGIC PLAN

MOTION: 18.03.16 Moved by: BOARD MEMBER, TAMMY DAY

That Green View Family and Community Support Services Board approve the 2018-2020 Strategic Plan as presented.

CARRIED

6.2 BODY TALK PROGRAM

MOTION: 18.03.17 Moved by: BOARD MEMBER, TRINA PARKER-CARROLL

That Green View Family and Community Support Services Board authorize administration to deliver the Body Talk Program to students in grade 5 classrooms as requested by school principals.

CARRIED

6.3 FCSS MANAGER REPORT

MOTION: 18.03.18 Moved by: BOARD MEMBER, TAMMY DAY

That the Green View FCSS Board accept the March 2018 Manager's report as presented for information.

CARRIED

6.4 FCSS COORDINATOR, ADULT

MOTION: 18.03.19 Moved by: VICE CHAIR, TERESA PLONTKE

That the Green View FCSS Board accept the March 2018 Adult Coordinator's report as presented for information.

CARRIED

6.5 FCSS COORDINATOR, COMMUNITY RESOURCE CENTER

MOTION: 18.03.20 Moved by: BOARD MEMBER, TAMMY DAY

That the Green View FCSS Board accept the March 2018 Community Resource Center Coordinator's report as presented for information.

CARRIED

6.6 FCSS COORDINATOR, SUPPORT

MOTION: 18.03.21 Moved by: VICE CHAIR, TERESA PLONTKE

That the Green View FCSS Board accept the March 2018 Support Coordinator's report as presented for information.

CARRIED

6.7 FCSS COORDINATOR, YOUTH

MOTION: 18.03.22 Moved by: BOARD MEMBER, TAMMY DAY

That the Green View FCSS Board accept the March 2018 Youth Coordinator's report as presented for information.

CARRIED

#7
MEMBER
REPORTS

7.1 CHAIR/MEMBER REPORTS

VICE CHAIR PLONTKE

- No report at this time

BOARD MEMBER PARKER-CARROLL

- Kid's Fest is scheduled for May 3rd, 2018, the focus is on ages 0- 12yrs old

BOARD MEMBER DAY

- No report at this time

CHAIR PERRON

- Attended the budget presentation, with Manager Hannaford, to the Town of Valleyview Council

#8
CORRESPONDENCE

8.0 CORRESPONDENCE

#9 IN CAMERA

9.0 IN CAMERA CONFIDENTIAL ITEM

-no in camera was presented

The next Green View FCSS Board Meeting will be tentatively scheduled for Wednesday, April 18, 2018 at 9:30am.

#10
ADJOURNMENT

10.0 ADJOURNMENT

MOTION: 18.03.23 Moved by: BOARD MEMBER, TRINA PARKER-CARROLL

That this meeting adjourn at 1:42 pm.

CARRIED

F.C.S.S. MANAGER

F.C.S.S. CHAIR

REQUEST FOR DECISION

SUBJECT: **Kidz Festival Funding Request**

SUBMISSION TO: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 18, 2018

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

RELEVANT LEGISLATION:

Green View FCSS Policy– N/A

RECOMMENDED ACTION:

MOTION: That the Green View Family and Community Services Board authorize administration to provide \$500.00 to the Kidz Fest to fund one Friends Forever Puppet show, with funds to come from the 2018 operational budget, grants to external organizations.

BACKGROUND/PROPOSAL:

The first ever Kidz Festival will take place in Valleyview on May 3, 2018 at the Greenview Regional Multiplex. The intent of the festival is to engage children, from birth to grade 3, and their families in activities that explore physical literacy, culture and the arts, and entertainment.

The Festival planning committee has identified various financial and in kind opportunities in an effort to support the Festival. As a result, the Green View FCSS Youth Coordinator has played an active role in the planning of the festival and will be assisting with the event itself, as well as, the opportunity to provide a financial contribution of \$500.00 to fund one Friends Forever Puppet show has been identified.

Administration recommends that the Green View Family and Community Support Services Board authorize the amount of \$500.00 to be used to fund one Friends Forever Puppet show. The total amount remaining in the 2018 operational budget for grants to organizations is \$6100.00.

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of providing in kind and financial assistance for the Kidz Festival is to ensure children and their families have opportunities in Valleyview to explore physical literacy and culture and the arts. .

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages in providing financial or in kind assistance to the Kidz Festival.

ALTERNATIVES CONSIDERED:

Alternative #1 The Green View Family and Community Support Services Board has the option to deny or alter the funding amount provided.

FINANCIAL IMPLICATION:

Direct Costs: The direct costs are \$500.00 from the 2018 operating budget- grants to organizations.

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Green View Family and Community Support Services Board makes a decision, administration will send a letter to the Festival organizing committee notifying them of the decision.

ATTACHMENT(S):

- Letter of Request



To our Partners in the Community,

Numerous local organizations are in the planning stages of hosting Valleyview's first ever Kidz Fest that will take place on May 3rd, 2018 from 9:15 a.m.-2:45 p.m. at Greenview Regional Multiplex. We would like to take this opportunity to invite you to partner with us in this endeavour. Our goal is to engage children, birth to grade 3, and their families in activities that explore physical literacy, culture and the arts, and entertainment. We are anticipating a great day of learning and fun.

Here is how you can assist financially:

- a) Donate \$150 to provide honourariums to our cultural performers (3 available).
- b) Donate \$500 to help fund Friends Forever Puppets (2 available).
- c) Donate \$1000 to help bring in the wonderful Albertan children's band Rattle and Strum (1 available).

Benefit: All financial donors are able to have their company's banner (if provided) displayed near the entrance to the event. Additionally, all financial donors will be given a verbal thank-you before the Family Show, featuring Rattle and Strum.

Other ways to help:

- a) Provide volunteers to assist with cleanup of the event (3:00-4:00 p.m. on May 3rd)
- b) Share our event details via your company's/organization's social media accounts.
- c) Provide volunteers to attend the event for general help (assisting presenters with set up etc.)

Thank you for taking the time to consider how you can be a part of this exciting event. If you are interested, please contact me at the number given below. We look forward to hearing from you!

Best,

Bretley Dunn

FCSS Coordinator, Youth

Green View FCSS

Municipal District of Greenview No. 16

Phone: 780-524-6075 Email: bretley.dunn@greenviewfcss.ca



REQUEST FOR DECISION

SUBJECT: **Managers' Report**

SUBMISSION TO: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 18, 2018

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

RELEVANT LEGISLATION:

Green View FCSS Policy– N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the April 18, 2018 Managers report as presented for information.

BACKGROUND/PROPOSAL:

Monthly Managers reports are provided to the Board for information.

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting the report is to update the Board on services provide by the Manager.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- April Managers report



Managers Board Report – Regular FCSS Board Meeting April 18, 2018

Dear Board Members,

I'm pleased to report that the HEART committee was again successful in receiving the Provincial Family and Community Safety grant. This \$27,000.00 grant will allow the team to continue the pilot project with Odyssey house, enabling an Outreach Worker to assist clients out of the Community Resource Center twice per month. In addition, the HEART team will begin to plan another domestic violence conference in the spring of 2019.

Volunteer Appreciation dinners are scheduled in Valleyview on April 25 at the Memorial Hall, and in Grovedale on April 26 at the Community Hall, both dinners will run from 6:00-8:00 p.m. Nomination forms can be accessed on our website, at the FCSS office, as well as the Grovedale sub office.

The Northwest Spring Regional meeting in Manning May 16 and 17 will conflict with our regularly scheduled meeting. Therefore, emergent items can be discussed at the Spring Regional meeting, or alternatively, the Board may wish to schedule another date for the regularly held May meeting. For members travelling together to Manning, the vehicle will leave Valleyview at 3:30 on Tuesday May 15. Accommodations have been booked at the Nova Inn.

The Northwest Region is co-hosting the FCSSAA annual conference, which will take place at the Fantasyland hotel November 28-30. Planning meetings have already occurred to identify themes and possible guest speakers; the manager is a part of this planning committee. The rooms have booked at the Fantasyland hotel.

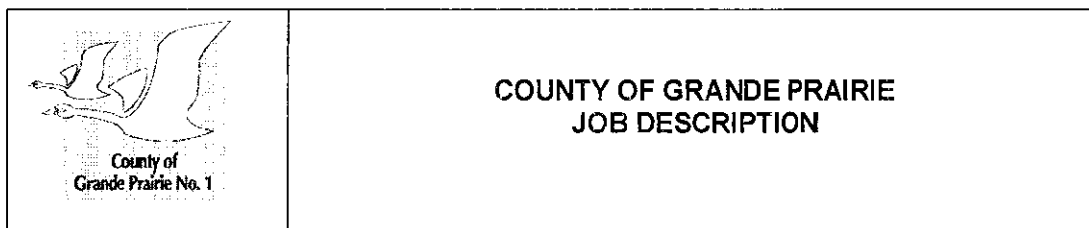
Northern Lakes College has contacted us regarding the 2nd term social work practicum student that was scheduled to resume in May. Unfortunately, the student has withdrawn from the program and thus will not be joining the FCSS team this spring.

Attached in this report is the Community School Liaison Counsellor job description from the County of Grande Prairie, which was requested at the last meeting for information.

In addition to the above activities, the manager has been engaged heavily in an organizational training called rapid team results or shared accountability. This process is rolling out through all the departments and staff, and is essentially a way to improve the organization and strive for quality improvement. This training began in January and will continue throughout April.

I look forward to seeing you on April 18, @ 9:30 a.m.

Lisa



JOB TITLE:	CURRENT CLASSIFICATION/GRID:	POSITION #
Community School Liaison Counsellor	AD Grid 5(b)	56

NOC CODE: 4212
STANDARD HOURS: 35 hours/week (non-management)

JOB TITLE OF IMMEDIATE SUPERVISOR	SUPERVISOR'S CLASS/GRID	POSITION #
Team Lead: Child, Youth & Family and Community Programs	AD Grid 6(e)	312

DEPARTMENT	DIVISION	LOCATION
FCSS	Community Services	Various

PROGRAM FUNCTION:

The Community Services division includes Fire Protection, Enforcement, Parks & Recreation, Agriculture Services and Family & Community Support Services for the County of Grande Prairie No. 1.

The FCSS department provides social services to the residents of the County. Programs will be directed toward seniors, children, youth, families and volunteers to promote their social and emotional well-being.

PURPOSE OF JOB:

Operating under the guidance of the Team Lead: Child, Youth and Family and Community Programs, this position shall provide services and programs to the community that fit within the Family and Community Support Services Act and Regulations. This position is to act as a resource and provide a liaison between Families, the school system and community resources in order to improve children's social and emotional wellbeing with the goal of enhancing in-school functioning. The primary focus is to provide direct, early intervention strategies through counselling, referrals and coordinated casework with the school and other agencies to prevent the need for Child and Family Services.

Job Duties and Tasks:

1. Assess student and family needs resulting in development and implementation of case plans.
2. Provide individual counselling for students and families.
3. Provide small-group work for identified needs.
4. Collaborate with home and school to address the needs of the students.
5. Make presentations to school classes, staff and parents.
6. Facilitate the organization of community programming and classroom presentations as required for families, students and interested parties.
7. Make referrals to community agencies as deemed necessary.
8. Work as part of the Community School Team with school counsellors, administration staff, AHS Addiction and Mental Health Therapists, Child and Family Services staff, School Resource Officers and other appropriate agencies to assist in improving the situation of the child, family and school.
9. Liaise with community agencies and provide a link between school personnel and appropriate community agencies personnel.
10. Work as a team member with appropriate school personnel in order to assist students to overcome difficulties and develop their full potential.
11. Collaborate on interagency committees as deemed appropriate.
12. Participate on the Regional Crisis Response Team and Risk / Threat Assessment Teams.
13. Maintain accurate client records, monthly reports and outcome evaluations in accordance with FOIPP regulations and professional Standards of Practice.
14. Other duties as assigned by the Team Lead: CYF & Community Programs or Director of Family and Community Support Services.
15. Participation in Emergency Social Services.

Evaluation:

1. Each Community School Liaison Counsellor (CSLC) shall have the primary responsibility for his/her own effectiveness and for the improvement of his/her performance.
2. Supervision of the CSLC team and the program shall be the responsibility of the Team Lead: CY&F and Community Programs and the Director of Family and Community Support Services which will ensure access to Clinical Supervision.
3. The CSLC competency will be evaluated through the annual performance review process.

JOB DESCRIPTION CERTIFICATION:

I have read this job description:

Incumbent's Signature

Name (print)

Date

This job description is an accurate statement of the position's assigned duties, responsibilities, and reporting relationships, as indicated in the current organizational chart.

Supervisor's Signature

Name (print)

Date

This Job Description is in the appropriate format and contains sufficient data for its evaluation in the County Job Evaluation Plan:

HR Manager's Signature

Name (print)

Date

Attachment: Organizational Chart

QUALIFICATIONS STATEMENT

Education and Experience:

- Degree or diploma in Social Sciences field
- 3-5 years of counselling or related experience working with children and families preferred.
- Public speaking and facilitation of groups is an asset.

Knowledge:

- Knowledge of local resources, agencies and referral sources.

Skills and Abilities:

- Ability to ensure all work related information is kept confidential as per policy and in accordance with Freedom of Information and Protection of Privacy Act.
- Ability to comply with records management practices as stated in the Records Management Policy.
- Must have driver's license and reliable vehicle for travel throughout the County.
- Must submit a satisfactory Criminal Records Check (vulnerable sector) and Child and Family Services Check.
- Ability to work independently and as part of the FCSS team.

Training Matrix:

Required:

- Winter driving fundamentals / Defensive Driving
- Musculoskeletal Injury Prevention / Office Environment
- Hazard Identification, Assessment & Control
- Workplace Violence Prevention / Working Alone
- BUDDIE
- FOIP General Awareness Training
- WHMIS
- ASIST (Applied Suicide Intervention Skills Training)
- CISM (Critical Incident Stress Management)

Preferred:

- First Aid including AED
- Fire Extinguisher
- ESS (Emergency Social Services) Training, Basic Emergency Management, ICS 100

Professional Affiliation:

- Alberta Association of Family School Liaison Membership
- Social Workers must be registered with the Alberta College of Social Workers

REQUEST FOR DECISION

SUBJECT: **Adult Coordinators Report**

SUBMISSION TO: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 18, 2018

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

RELEVANT LEGISLATION:

Green View FCSS Policy– N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the April 2018 Adult Coordinators report as presented for information.

BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provide to the Board for information.

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting the report is to update the Board on services provided by the Adult Coordinator.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- April Adult Coordinators report

To: Lisa Hannaford, Manager
From: Coordinator, Adult
Subject: April Coordinators Report

- **Home Support**

The Home Support program provides basic housekeeping, meal preparation, limited respite and transportation to medical appointments or grocery shopping. There are currently 65 clients, 23 reside in Valleyview and 42 within the MD.

- **Wheels 4 Meals**

The Wheels 4 Meals program is a partnership between Red Willow Lodge and Green View FCSS. FCSS provides delivery of the meals prepared by the Lodge to residents within the Town of Valleyview. March had 105 meals delivered to an average of 5 people a day.

- **Balance**

The Balance program is a restorative Yoga program to assist people with fall risk to regain mobility, flexibility and strength.

A new Balance set has started in Valleyview on March 2 and will run twice a week for 15 sessions, ending on April 30th.

DeBolt was set to start on March 27th but due to road conditions it was postponed until April 3rd. It will run twice a week for 10 sessions.

- **Community Volunteer Income Tax Program (CVITP)**

The CVITP program utilizes volunteers to prepare income tax and benefit returns for people with low income and simple tax situations. The basic guidelines are \$30,000 per single person, \$45,000 per couple and an additional \$5000.00 per child in the household. Volunteers cannot complete income tax for business, self-employment, rental income, bankruptcy, deceased or interest income over \$1000.00.

Tax Clinics will be running 2 days a week starting on March 7th until the end of April.

VV	MD	SL	Senior	Low Inc	GST	CCTB	#children	WITB	AB Benefit	GIS	REFUND	TOTAL
96	37	52	81	104	\$ 75,068.00	\$ 295,402.00	48	\$29,222.00	\$ 218,997.00	\$405,793.00	\$ 69,610.00	\$ 1,094,092.00
			185									2018

- **Adult Support and Referral**

The Support and Referral Program supports clientele in many ways. Commonly we help clients find appropriate programs and then assist with applications and or advocacy. In the month of February we assisted 23 people with 34 different needs.

March 2018	Residence			23
Support Needs	MD	VV	SL IR	Explanation/ Example
Admin Assist			3	Faxing, Photocopying, Scanning or Typing for someone
Advanced Planning				Personal Directives, Guardianship, Funeral Planning
Advocacy/ Mediation		1		With anyone, Family, Businesses, Government
Alberta Benefits	2	1	1	Alberta Supports, Blue Cross, Alberta Health, AISH
Caregiver Supports				Info on programs, strategies, referrals to other
Commissioner/ Notary	2		4	
CRA Inquiry		4	1	any Income Tax inquiries, not filing
Elder Abuse				Queries and Advise
Estate Planning/ Handling		1		Power of Attorney, Wills, Paperwork after a funeral
Federal Benefits	1	2	2	GST, Canada Child Tax Benefit, Guaranteed Income
Federal Pensions	2	1	1	CPP, CPP Disability, OAS
Home Support/ Wheels for Meals	2			Queries, home visits
Legal			1	Queries, Paperwork,
Maintenance Enforcement Prog				Queries, form assistance
Other FCSS Prog				Referral to another program or worker within FCSS
Referral to other Agency	1			
Supportive Listening		1		
Technology Assistance				cell phone, internet, CRA accounts, email- etc
Monthly Total	10	11	13	34

Michelle Hagen
Adult Coordinator

REQUEST FOR DECISION

SUBJECT: **Community Resource Centre Coordinators Report**
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD
MEETING DATE: April 18, 2018
DEPARTMENT: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES
REVIEWED AND APPROVED FOR SUBMISSION
GM:
MANAGER:LDH
PRESENTER:LDH

RELEVANT LEGISLATION:
Green View FCSS Policy– N/A

RECOMMENDED ACTION:
MOTION: That Green View Family and Community Support Services Board accept the April 2018 Community Resource Centre Coordinators report as presented for information.

BACKGROUND/PROPOSAL:
Monthly Coordinators reports are provided to the Board for information.

BENEFITS OF THE RECOMMENDED ACTION:
The benefit of accepting the report is to update the Board on services provide by the Community Resource Centre Coordinator.

DISADVANTAGES OF THE RECOMMENDED ACTION:
There are no perceived disadvantages to accepting the report.

ALTERNATIVES CONSIDERED:
N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

PUBLIC ENGAGEMENT LEVEL:
Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC

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FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- April Community Resource Centre Coordinators report



April 6, 2018

TO: Lisa Hannaford, Manager
 FROM: Corinne D'Onofrio, Community Resource Center Coordinator
 SUBJECT: April Coordinator Report

Stats Report for March 2018:

Green View FCSS Community Resource Center assisted a total of 449 client visits in the month of March.

The breakdown of March client visits can be seen below.

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Year TOTAL
Income Support	58	50	35										
Employment Supports	141	111	56										
Other Clients	254	264	358										
Total Clients Visits	453	425	449										
Residence Break Down:													
MD	115	110	105										
Sturgeon Lake	105	107	103										
Town	233	208	241										
New	1	5	4										
Returning	452	420	445										
Total Clients Visits	453	425	449										

The next 3 charts show the breakdown of services provided between the Town of Valleyview, Greenview, and Sturgeon Lake Cree Nation.

Green View Family & Community Support Services
 4707 – 50 Street, Box 1079
 Valleyview, Alberta T0H 3N0

The table below shows the breakdown of services provided for the Greenview residents.

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	16	11	6										
Employment Supports	30	28	9										
Other Clients	69	71	90										
Total Clients Visits	115	110	105										
Residence Break Down:													
MD	115	110	105										
New	0	5	1										
Returning	115	105	104										
Total Clients	115	110	105										
YES	115	110	105										
NO	0	0	0										
Community Social Issues Identified													
CFS	0	1	1										
Food Bank	2	1	0										
Mental health	3	3	1										
Canadian Child Tax Benefits	0	0	0										
AISH	1	0	2										
Income Support	16	11	6										
Alberta Adult/Child Health Benefit	3	4	4										
Housing/ Heart River Housing	1	2	1										
Service Canada	9	6	12										
Seniors Information	3	3	9										
Canada Revenue Agency	3	7 (CVITP 6)	33 (32 CVITP)										
Employment Supports	30	28	9										
WCB (Worker's Compensation Board)	1	0	0										
Computer Class Participants & Inquires	0	0	0										
Childcare subsidy	0	0	0										
program inquires	5	7	12										
Legal (faxes, forms, calls)	3	4	2										
Other questions/inquires	32	33	25										

The category “other” can represent clients coming in to the Resource Center or calling for information regarding or referrals to various agencies or organizations such as the one on one counselling service being provided by Odyssey House, Victims Assistance, Parent Link, Valleyview Recreation Department, and Valleyview Community Learning Council.

The table below shows the breakdown of services provided for the Town of Valleyview residents.

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	38	38	29										
Employment Supports	64	37	33										
Other Clients	131	133	179										
Total Clients Visits	233	208	241										
Residence Break Down:													
Town	233	208	241										
New	1	0	3										
Returning	232	208	238										
Total Clients Visits	233	208	241										
YES	233	208	241										
NO	0		0										
Community Social Issues Identified													
CFS	1	2	1										
Food Bank	4	6	4										
Mental Health	1	5	7										
Canadian Child Tax Benefits	6	7	6										
AISH	3	5	6										
Income Support	38	38	29										
Alberta Adult/Child Health Benefit	4	7	2										
Housing/ Heart River Housing	7	4	6										
Service Canada	8	12	6										
Seniors Information	9	14	15										
Canada Revenue Agency	8	21 (CVITP) 16)	85(78CVITP)										
Employment Supports	64	37	33										
WCB(Workers Compensation Board)	2	0	0										
Computer Class Participants & Inquires	1	0	0										
Childcare subsidy	0	0	0										
program inquires	7	11	18										
Legal (faxes, forms, calls)	3	7	3										
Other questions/inquires	69	43	59										

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The table below shows the breakdown of services provided for Sturgeon Lake Cree Nation residents.

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	4	1	0										
Employment Supports	47	46	14										
Other Clients	54	60	89										
Total Clients Visits	105	107	103										
Residence Break Down:													
Sturgeon Lake Cree Nation	105	107	103										
New	105	0	0										
Returning	0	107	103										
Total Clients	105	107	103										
YES	105	107	103										
NO	0	0	0										
Community Social Issues Identified													
CFS	0	0	0										
Food Bank	0	0	0										
Mental Health	1	0	0										
Canadian Child Tax Benefits	1	1	0										
AISH	0	4	1										
Income Support	4	1	0										
Alberta Adult/Child Health Benefit	3	1	0										
Housing/ Heart River Housing	0	0	0										
Service Canada	5	10	6										
Seniors Information	5	5	3										
Canada Revenue Agency	10	25(cvitp-15)	53(48 CVITP)										
Employment Supports	47	46	14										
WCB (Worker's Compensation Board)	0	0	1										
Computer Class Participants & Inquires	1	0	0										
Childcare subsidy	0	0	0										
program inquiries	3	3	1										
Legal (faxes, forms, calls)	3	4	0										
Other questions/inquires	25	19	39										

The Community Resource Center assisted 449 clients in March 2018, an increase of 3% from February. Clients continue to access services at the Resource Center related to their employment needs, Income support, or other referrals. 56 clients accessed the Resource Center for employment related issues, this number was down 50% from February. Through conversation with clients attending the Resource Center, other needs are often identified or services are requested. These requested services include referrals, assistance with applications or phone calls to other agencies. Organizations such as Enhanced Services for Women, Odyssey House, WJS, Alberta Works, Alberta Health, Mental Health, Victims Assistance and the Food Bank, to name a few, may be contacted during this process.

Income support related visits decreased 30% in the month of March to 35. These visits included clients receiving and completing new paperwork required by workers in High Prairie, faxing documents, accessing personal information to provide to workers, phone calls, and job search to complete

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requirements of Alberta Works. A “Job Club” workshop was scheduled by Alberta Works in March however was cancelled due to lack of participants.

Mental Health services were accessed by 8 clients in the month of March. These visits are either in the form of information or one on one sessions with the Alberta Health mental health therapist. Clients can also access support from an outreach worker from Odyssey House twice a month at Green View FCSS. There are four appointments on each of these days that can be made by self-referral or through another agency such as Victims Services. These appointments have been well attended by clients.

Clients continue to access the Baby Boxes and complete the online education portion of the program either from the Community Resource Center or from their homes. As of the end of March 2018, we have had 38 families receive the Baby Boxes since beginning the program.

The Community Volunteer Income Tax program has been busy once again this year with phone calls and visits regarding the guidelines for income levels to qualify for the program and bookings for tax appointments. In March, 171 inquiries during visits were regarding Canada Revenue Agency and 158 of those were specifically regarding the Community Volunteer Income Tax program.

Respectfully submitted,
Corinne D’Onofrio

REQUEST FOR DECISION

SUBJECT: **Support Coordinators Report**

SUBMISSION TO: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 18, 2018

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

RELEVANT LEGISLATION:

Green View FCSS Policy– N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the April 18, 2018 Support Coordinators report as presented for information.

BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provide to the Board for information.

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting the report is to update the Board on services provide by the Support Coordinator.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- April Support Coordinators report



April 5th, 2018

TO: Lisa Hannaford

FROM: Beverly Osborne, Support Coordinator

SUBJECT: March Coordinator's Report

During the month of March the following tasks/outcomes were met:

1. The support coordinator assisted 209 of 449 clients during the month of March. There was a decrease in the number of clients requiring financial assistance and employment supports. Scheduling CVITP appointments has had a dominant presence in the office during March.
2. Intergenerational Healing began on October 19, 2017 and continued until March 22, 2018. The surveys suggested that much knowledge and personal growth occurred for the participants during the 15 weeks of the program. All participants expressed appreciation for the program and the healing that they acquired during the 15 week duration.
3. Finding Our Voices (self-esteem program for women) took place from February 13th – March 20th. Two women consistently attended the program during the 6 weeks. The participants completed outcome and group rating measures during each session of the program, and both showed improvements with personal well-being and feeling connected to others.
4. The Volunteer Appreciation Dinner is scheduled to take place on April 25th in Valleyview and April 26th in Grovedale. The event has been advertised around town, on the Municipal District of Greenview website, Town and Country Newspaper, in and around the town of Grovedale, and on Facebook. Nomination forms are available at FCSS and on the MD website. A link to the nomination form on the MD website, has been included on the Facebook post as well.
5. The following programs: Growth Circle (a program for women who have experienced or are experiencing domestic violence) and Building Strength (a group for men that encourages healthy coping skills during challenging life events) were cancelled due to a lack of registration.

Respectfully Submitted:

B. Osborne

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Box 1079
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T0H 3N0

REQUEST FOR DECISION

SUBJECT: **Youth Coordinators Report**

SUBMISSION TO: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 18, 2018

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

RELEVANT LEGISLATION:

Green View FCSS Policy– N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the April 2018 Youth Coordinators report as presented for information.

BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provide to the Board for information.

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting the report is to update the Board on services provide by the Youth Coordinator.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- April Youth Coordinators Report



April 9, 2018

TO: Lisa Hannaford

FROM: Bretley Dunn, Youth Coordinator

SUBJECT: April Coordinator's Report

Programs continuing in April, 2018:

Oscar Adolphson:

- Grief and Loss: *Small group to help children who have experienced loss through death, divorce, or other significant life changes process grief in a healthy way.*

Hillside:

- Girls Group: *Small group focused on building girls' personal strengths and developing social skills which will help them to be more successful at school, at home, and with peers.*

Ridgevalley School:

- Girls Group: Grade 4.
- Boys Group: Two Grade 1-3 groups, one Grade 5. *Small group focused on building boys' personal strengths, fostering healthy relationships and teamwork, equipping boys with tools to relate positively with peers, parents, and teachers.*

Programs beginning in April, 2018:

Ridgevalley School:

- SKILLS: Grade 8. *This program provides students with factual information equipping them to maintain healthy relationships and resist pressure to become sexually involved before they are ready.*

One-on-one sessions: The Youth Coordinator will be working with a 9 year old individual to assist in understanding and lessening their response to stressors. These sessions will use games, crafts, and conversations based on content from Stress Lessons (created by The Psychology Foundation of Canada).

To Note

A St. John's Ambulance Babysitting Course will be taking place in Valleyview on Saturday, May 12th. Staff at the DeBolt Centre has chosen to take on the role of coordinating the Babysitting Course in their community, therefore Green View FCSS' assistance is no longer needed in that regard.

On May 3rd multiple community organizations will be coming together to present Valleyview's first Kidz Festival. This event will focus on physical literacy, culture and arts, and entertainment. With numerous break-out sessions there is plenty of variety that will make for a fun and engaging day of learning.

Respectfully Submitted,
Bretley Dunn

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