



## REGULAR BOARD MEETING AGENDA

February 26, 2019

9:30am

Meeting Room  
Green View FCSS Building

---

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Organizational Meeting- Green View Family and Community Services Meeting minutes held January 16, 2019- to be adopted.	1
		3.2 Regular Green View Family and Community Support Services Meeting minutes held January 16, 2019– to be adopted.	4
		3.3 Business Arising from the Minutes	
#4	DELEGATION	4.0	
#5	OLD BUSINESS	5.0	
	NEW BUSINESS		
#6		6.1 FCSS Manager Report	7
		6.2 FCSS Coordinator, Adult	17
		6.3 FCSS Coordinator, Community Resource Center	21
		6.4 FCSS Coordinator, Support	28
		6.5 FCSS Coordinator, Youth	32
#7	MEMBER REPORTS	7.1 Chair/Member Reports	
#8	CORRESPONDENCE	8.0	
#9	IN CAMERA	9.0	
		10.0	
#10	ADJOURNMENT		

Minutes of a  
**ORANIZATIONAL MEETING**  
**GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES**  
Green View Family and Community Support Services Building  
Valleyview, Alberta, on Wednesday, January 16, 2019

- # 1:  
CALL TO ORDER

FCSS Manager Lisa Hannaford called the meeting to order at 9:31 a.m.
- PRESENT

Board Member, Member at Large, Greenview

Board Member, Member at Large, Town of Valleyview

Board Member, Greenview Councillor

Board Member, Greenview Councillor

Board Member, Town of Valleyview Councillor

Roxanne Perron

Teresa Plontke

Duane Didow

Roxie Rutt

Tanya Boman
- ATTENDING

FCSS Manager

Recording Secretary

Lisa Hannaford

Corinne D’Onofrio
- ABSENT

Board Member, Member at Large, Greenview

Board Member, Member at Large, Greenview

Tammy Day

Trina Parker- Carroll
- #2:  
AGENDA

**MOTION: 19.01.01** Moved by: BOARD MEMBER, ROXANNE PERRON  
That the January 16, 2019 Organizational Meeting agenda be adopted as presented.

CARRIED
- #3  
NOMINATION FOR  
CHAIR

Manager, Lisa Hannaford called for nominations for the election of Chair.

BOARD MEMBER, TERESA PLONTKE nominated BOARD MEMBER, ROXANNE PERRON

Manager, Lisa Hannaford called a second time for nominations for Chair.  
None were heard

Manager, Lisa Hannaford called a third time for nominations for Chair.  
None were heard
- NOMINATIONS  
FOR CHAIR CEASE

**MOTION: 19.01.02** Moved by: BOARD MEMBER, ROXIE RUTT  
That the Green View Family and Community Support Services Board cease nominations for Chair.

CARRIED

**SELECTION OF  
CHAIR**

Manager, Lisa Hannaford declared BOARD MEMBER, ROXANNE PERRON as the elected Chair of the Green View Family and Community Support Services Board until the next Organizational Meeting and Chair Perron assumed the Chair.

**#4  
NOMINATIONS  
FOR VICE CHAIR**

Chair Perron called for nominations for the election of Vice Chair.

BOARD MEMBER, DUANE DIDOW nominated BOARD MEMBER, TERESA PLONTKE

Chair Perron called a second time for nominations for Vice Chair.  
None were heard

Chair Perron called for a third time for nominations for Vice Chair.  
None were heard

**#4 NOMINATIONS  
FOR VICE CHAIR  
CEASE**

**MOTION: 19.01.03 Moved by:** BOARD MEMBER, ROXIE RUTT  
That the Green View Family and Community Support Services Board cease nominations for Vice Chair.

CARRIED

Chair Perron declared BOARD MEMBER, TERESA PLONTKE as the Vice Chair of the Green View Family and Community Support Services Board until the next annual Organizational meeting.

#5 MEETING DATES

**5.0 REGULAR MEETING DATES**

REGULAR GREEN  
VIEW FCSS BOARD  
MEETING DATES

**5.1 REGULAR GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD MEETING DATES**

**MOTION: 19.01.04 Moved by:** BOARD MEMBER , TANYA BOMAN

That the Green View Family and Community Support Services Board hold regular scheduled Board meetings on the 3<sup>rd</sup> Wednesday of the month, commencing at 9:30 a.m. in the Green View FCSS meeting room at 4707-50<sup>th</sup> street, Valleyview, Alberta.

CARRIED

#6  
ADJOURNMENT

**6.0 ADJOURNMENT**

**MOTION: 19.01.05 Moved by:** BOARD MEMBER , TANYA BOMAN

That this meeting adjourn at 9:36 a.m.

CARRIED

---

FCSS MANAGER

---

FCSS CHAIR

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, January 16, 2019

**# 1:** Chair Perron called the meeting to order at 9:37 am.  
**CALL TO ORDER**

**PRESENT**

Chair, Member at Large, Greenview	Roxanne Perron
Board Member, Town of Valleyview Councillor	Tanya Boman
Board Member, Greenview Councillor	Roxie Rutt
Board Member, Greenview Councillor	Duane Didow
Vice Chair, Member at Large, Town of Valleyview	Teresa Plontke

**ATTENDING**

FCSS Manager	Lisa Hannaford
Recording Secretary	Corinne D'Onofrio

**ABSENT**

Board Member, Member at Large, Greenview	Tammy Day
Board Member, Member at Large, Greenview	Trina Parker-Carroll

**#2:**  
**AGENDA**

**2.0 GREEN VIEW FCSS AGENDA**  
**MOTION: 19.01.06** Moved by: VICE CHAIR, TERESA PLONTKE  
 That the January 16, 2019 agenda be adopted as presented.

CARRIED

**#3.1 REGULAR  
 MEETING  
 MINUTES**

**3.1 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES**

**MOTION: 19.01.07** Moved by: BOARD MEMBER, ROXIE RUTT

That the Minutes of the Regular Green View FCSS Meeting held on Wednesday, October 17, 2018 be adopted as presented.

CARRIED

**#3.2  
 BUSINESS  
 ARISING FROM  
 MINUTES**

**3.2 BUSINESS ARISING FROM THE MINUTES:**

-Manager reported that the Home Support Policy was taken to Council and was tabled until a later date.

**#4 DELEGATION**

**4.0 DELEGATION**

**#5 OLD BUSINESS**

**5.0 OLD BUSINESS**

#6 NEW  
BUSINESS

**6.0 NEW BUSINESS**

**6.1 FCSS MANAGER REPORT**

**MOTION: 19.01.08** Moved by: BOARD MEMBER , TANYA BOMAN

That the Green View FCSS Board accept the January 2019 Manager's report as presented for information.

CARRIED

Chair Perron called the meeting to recess at 10:49am.

Chair Perron reconvened the meeting at 11:03 am.

**6.2 FCSS COORDINATOR, ADULT**

**MOTION: 19.01.09** Moved by: VICE CHAIR, TERESA PLONTKE

That the Green View FCSS Board accept the January 2019 Adult Coordinator's report as presented for information.

CARRIED

**6.3 FCSS COORDINATOR, COMMUNITY RESOURCE CENTER**

**MOTION: 19.01.10** Moved by: BOARD MEMBER, ROXIE RUTT

That the Green View FCSS Board accept the January 2019 Community Resource Center Coordinator's report as presented for information.

CARRIED

**6.4 FCSS COORDINATOR, SUPPORT**

**MOTION: 19.01.11** Moved by: BOARD MEMBER , TANYA BOMAN

That the Green View FCSS Board accept the January 2019 Support Coordinator's report as presented for information.

CARRIED

**6.5 FCSS COORDINATOR, YOUTH**

**MOTION: 19.01.12** Moved by: BOARD MEMBER, DUANE DIDOW

That the Green View FCSS Board accept the January 2019 Youth Coordinator's report as presented for information.

CARRIED

#7  
MEMBER  
REPORTS

**7.1 CHAIR/MEMBER REPORTS**

**BOARD MEMBER PLONTKE**

- Attended the FCSSAA Conference in November

**BOARD MEMBER RUTT**

- No report at this time

**BOARD MEMBER DIDOW**

- No report at this time

**BOARD MEMBER BOMAN**

- No report at this time

**CHAIR PERRON**

- Will be attending the Mental Health First Aid training in February, and currently volunteering for PAL in the community, and substitute teaching

#8  
CORRESPONDENCE

**8.0 CORRESPONDENCE**

#9 IN CAMERA

**9.0 IN CAMERA CONFIDENTIAL ITEM**

The next Green View FCSS Board Meeting will be tentatively scheduled for Tuesday, February 26, 2019 at 9:30am.

#10  
ADJOURNMENT

**10.0 ADJOURNMENT**

**MOTION: 19.01.13** Moved by: BOARD MEMBER , TANYA BOMAN  
That this meeting adjourn at 12:16 pm.

CARRIED

---

F.C.S.S. MANAGER

---

F.C.S.S. CHAIR

## REQUEST FOR DECISION

---

SUBJECT: **Managers' Report**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: February 16, 2019

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 February 2019 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

**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):**

- February Managers report



## **Managers Board Report – Regular FCSS Board Meeting February 26, 2019**

Dear Board Members,

At the January FCSSAA Board meeting, (Family and Community Support Services Association of Alberta) discussion took place regarding the resolution put forth by East Central Region regarding the definition of rural and remote communities. While the FCSAAA Board is in agreement with the issues identified, the resolution was not supported as the Board determined that the scope of the request was beyond the mandate of the FCSSAA. The Associations connection with the Government of Alberta is mainly through the Ministry of Community and Social Services, and this resolution appeared to fall within the mandate of Municipal Affairs. Members of the Board have identified the need for further discussion on this topic with the Rural Municipalities Association of Alberta (RMA) and will be approaching the AUMA as well, as the scope of the RMA and AUMA is much broader than FCSSAA.

The Alberta Emergency Management Association (AEMA) facilitated an Emergency Social Services (ESS) general training for FCSS staff on February 5. Administration will organize a similar training for the FCSS team members in Grande Cache. Other ESS training this month will include Group Lodging, facilitated by the Justice Institute of B.C. While AEMA training is delivered at no cost, there will be a \$150.00 charge per person to attend the JIBC training. JIBC delivers specialized ESS training that is not provided by the AEMA, and while there is a small cost to attend, the majority of expenses will be covered by the grant received by the Northwest Emergency Social Services network. Both Grande Cache and Valleyview FCSS team members are enrolled in this training taking place at Evergreen Park February 25th. This training will be followed by a live group exercise at Evergreen Park on March 13, organized by GPREP –Grande Prairie Regional Emergency Partnership. There is no fee to attend the live exercise.

A Mental Health First Aide course, administered by the Mental Health Commission of Canada, will take place February 28, March 1. A combination of FCSS staff, Board members, and community members will attend. This course will focus on the four most common mental health disorders including substance related, mood related, anxiety and trauma related, and psychotic disorders.

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

A Request for Proposal has been submitted to the province for a 3 year renewal of the Alberta Works contract. This \$45,000.00 contract enables the Community Resource Centre to provide employment services and programs. In 2018 over 1900 people visited the Community Resource Centre for employment related services. Administration will be advised if we were successful in our proposal by the end of February.

The Town of Valleyview and M.D. of Greenview held a joint Council meeting on February 12 to discuss various agreements, including the joint FCSS agreement. While the majority of the two councils were in agreement that the programs and services are very valuable, the Town Council is not in a financial position to cover the true costs. The Town Council will be having further discussions before any progress is made to renew the terms of the joint agreement, however no dates were discussed.

Northern Lakes College has once again contacted Green View FCSS to see if we would be interested in accepting a first year social work practicum student. The student's particular interest is working with children, and after an initial interview to assess compatibility, we have accepted him as a practicum student. Mr. Mayer's placement will run from April 29-June 17.

The Ridgevalley School Principal contacted administration asking for financial support of \$600.00 to host guest speaker Eva Olson, a holocaust survivor who's message is to stand up against the forces of bigotry, racism and intolerance. Ms. Olson is scheduled to speak at the school on February 21, the poster is attached to this report. Funding to host guest speakers in 6 schools was included in the 2019 budget, and the funding request for Ridgevalley has been processed.

The Grande Prairie Volunteer Services Bureau has once again asked for \$400.00 to subsidize the Leaders of Tomorrow Awards. These awards recognize youth who have made outstanding contributions to their community through volunteerism and demonstrating leadership. Individuals, community groups, educational institutes and voluntary organizations are invited to nominate youth. The nomination deadline is Friday March 8, and the luncheon will be held on April 11 in Grande Prairie.

The Ministry of Justice and Solicitor has partnered with 211, a free service that connects Albertans to government, health, and social services to help meet their needs for food, shelter, clothing, recreation, legal assistance and more. Green View FCSS has forwarded program information and our resources are now on the listing at no charge. Information will be updated by 211 on a yearly basis and is available 24/7 by phone and online

Administration will be attending the Leading Change Summit February 19-21, hosted by the Alberta Council of Women Shelters. This conference focuses on primary prevention to end gender based violence. One of our own community champions, Bill Lanktree, will be on a speaking panel with other male leaders to provide input on “Breakfast With the Guys”.

FCSS administration in Valleyview and Grande Cache are working well together and present a united front. While this year is considered a transition, and by no means do we have all of the answers, our relationship and viewpoint on social services in the community are very well aligned. The report from Grande Cache is attached.

I look forward to seeing you on Tuesday February 26, at 9:30.

Warm regards,

Lisa



**MD of Greenview  
Actual to Budget  
Family & Community Support Services  
For the 12 Months Ending 12/31/2018**

		<u>Actual Y-T-D 2018</u>	<u>Approved Budget 2018</u>	<u>% Used Budget</u>	<u>\$ Unused Budget</u>
<b>Revenues</b>					
Sales of Goods & Services	5-5200	\$36,599.00	\$42,000.00	87.14%	\$5,401.00
Other Services	5-5299	37,400.00	43,000.00	86.98%	5,600.00
Shared Funding	5-5709	93,239.63	93,000.00	100.26%	(239.63)
Other Revenue	5-5809	6,200.00	0.00	0.00%	(6,200.00)
		<u>173,438.63</u>	<u>178,000.00</u>	<u>97.44%</u>	<u>4,561.37</u>
<b>Expenses</b>					
Salaries	6-6001	627,687.86	615,921.00	101.91%	(11,766.86)
Honorariums	6-6003	22,988.20	34,000.00	67.61%	11,011.80
Employer Contributions	6-6004	158,577.59	160,404.00	98.86%	1,826.41
Accommodation & Subsistence	6-6011	14,882.12	15,300.00	97.27%	417.88
Transportation Expenses	6-6012	76,517.03	73,000.00	104.82%	(3,517.03)
Training & Education	6-6013	3,044.04	6,000.00	50.73%	2,955.96
Memberships & Seminars/Conferences	6-6015	4,654.00	8,000.00	58.18%	3,346.00
Advertising Services	6-6021	2,561.07	1,000.00	256.11%	(1,561.07)
Telecommunication Services	6-6033	6,516.39	6,500.00	100.25%	(16.39)
Mobile Communication Services	6-6036	2,503.21	3,000.00	83.44%	496.79
Professional Services	6-6040	2,807.36	15,600.00	18.00%	12,792.64
Auditing & Accounting Services	6-6041	1,000.00	1,000.00	100.00%	0.00
Repair/Maintenance of Motor Ve	6-6076	168.00	1,000.00	16.80%	832.00
Personal Protection Equipment &	6-6104	179.80	600.00	29.97%	420.20
Petroleum & Antifreeze Products	6-6105	2,401.86	2,500.00	96.07%	98.14
General & Operating Supplies	6-6109	29,000.43	50,000.00	58.00%	20,999.57
Rental - Hall / Building	6-6143	38,800.00	38,700.00	100.26%	(100.00)
Grants to Organizations	6-6202	150,890.89	154,100.00	97.92%	3,209.11
Grant Agreements	6-6203	94,115.21	80,000.00	117.64%	(14,115.21)
Aboriginal Community Programs	6-6225	15,138.43	30,000.00	50.46%	14,861.57
		<u>1,254,433.49</u>	<u>1,296,625.00</u>	<u>96.75%</u>	<u>42,191.51</u>

## STATISTICS

- 137 individuals were assisted (32% indigenous, 65% general public, 3% seniors)
- Alberta Supports clients were 22% of the 137 individuals assisted
- Currently there are 75 Aboriginal Community Activity Fee Assistance clients
- Currently there are 23 Home Support Clients
- Currently there are 36 preschoolers registered in Creative Kids Preschool

## TRENDS

- Due to the low number of preschoolers, classes currently only run in the mornings Monday – Thursday and in the afternoons preschool staff offer various other programs. Those programs change in content (theme) monthly and some are parented, while others are drop off. It has been noted the programs are not being utilized by the community. This could be due to an increase of programming at the local Parent Link Centre and time of year. January typically has lower participation in programs of this nature.
- We have also seen a slight decrease in the number of clients in the office, this is typical for the month of January.

## ITEMS OF NOTE

- Reassessments for all Home Support clients have been completed. Clients have reported the service they are receiving has a positive impact on their lives. They appreciate the service and interactions with their Home Support Worker. The Home Support Coordinator is new to the role and these were her first reassessments she has stated by visiting every clients' home she has a more detailed picture and deeper understanding of the extreme level of need in the Cooperatives and Enterprises.
- We are investigating the viability of Creative Kids Preschool after the announcement that our school division (Grande Yellowhead Public School Division) will be opening a playschool with 32 spots for children for the 2019/20 school year.
- Our Outreach Worker successfully assisted a client moving from his home on cooperatives to Whispering Lodge, after being at the Lodge for a bit the client expressed, he was wanting to return home. The Outreach Worker worked collaboratively with his family and staff at Whispering Pines Lodge to make his new environment feel more like home. We are happy to report he has not returned home, still resides at Whispering Pines Lodge and work continues increasing his comfort level in the new surroundings.
- Seniors Learn at Lunch was a HUGE success this past month. 50 seniors attended and received information from the Grande Cache RCMP (scams), Grande Cache Fire Department and ambulance spoke about Green Sleeves. Informing seniors what

information they should on hand in the event an emergency happens in their home. The lunch was a collaboratively effort between Grande emergency responders, Big Horn Golden Age Club, and FCSS

- The 2<sup>nd</sup> Annual Kids Conference planning is well underway. It will take place March 25 – 27 for children ages 5 – 12 years of age. 27 session options will be available for children to choose from divided into 3 streams of learning: physical activity, creativity, and life skills. We are excited to have Sue from the Green View FCSS join us during the conference and learning from one another. The conference has a maximum participation of 50 children (number determined by space availability) and sold out last year.
- Amber has officially relocated from the Recreation Centre office and now only has one office at the Grande Cache FCSS office. Her role managing the programs department (child/youth programs, fitness programs, family program, and community events) is now being handled by Kevin Gramm, Manager Department of Community Services. Amber will act in a consultation capacity over the next few months to ensure a smooth transition for the Programs Department.
- As of February 2, 2019 Grande Cache office hours will align with Green View FCSS office hours. Changing from 9:00 am – 4:00pm to 8:00 am – 4:30 pm closing from noon – 1:00 pm for lunch. Staff schedules have been changed to accommodate the new hours.
- The Outreach Worker and Home Support Coordinator met with an indigenous youth coordinator with AWN to explore the incorporation of youth in connecting with elders and their culture (intergenerational learning). Idea sharing has begun, and more details will be provided over the next few months. To date, we have

## ON-GOING/UPCOMING

- Meeting with the Mountain Metis to provide information on outcome measures and program logic models as it relates to their current projects/activities.
- Planning sessions for Kids Conference
- Updating of promotional materials to reflect new branding as a result of the dissolution of the Town
- Updating Welcome Packages for newcomers
- Development of an introduction/tutorial video to accompany the Eating for Your Well-being cookbook
- Discussions to determine the best mode of information sharing (i.e. recording interviews, video of conditions etc.) to effectively communicate the living standard in the Cooperatives and Enterprises
- Updating Terms of Reference for Interagency, our office the host of Interagency meetings in Grande Cache
- Lateral Violence training February 11<sup>th</sup> (hosted by the TAWOW Centre)
- Naloxone Training

- CVITP training for 2 staff members
- Group Lodge Training in Grande Prairie
- Awaiting data from ARDN to share with our community partners on the Rural Homelessness Estimation





Dr. Eva Olsson was born on October 28<sup>th</sup>, 1924 in Szatmar, Hungary. On May 15<sup>th</sup>, 1944, she and her family were taken away in boxcars to the Auschwitz Concentration Camp in Poland. She uses her life experiences, primarily from surviving the Holocaust, to illustrate the power that hate has and the importance of standing up against forces of racism, bigotry and intolerance. She inspires many with her dignity and faith. Dr. Olsson is an incredibly powerful public speaker who has made a monumental impact on many people with her school and public presentations.

Please Join us for a Public Presentation

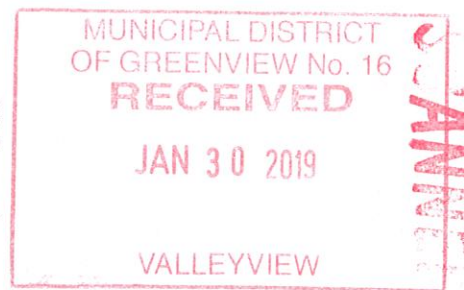
Ridgevalley School – Crooked Creek

February 21, 2019, 7pm

For more information about Dr. Olsson visit <http://www.thememoryproject.com/stories/1993:eva-olsson/>

Thank you to our funding sponsor the Municipal District of Greenview Family and Community Support Services





M-02  
The Community Village  
Building C - 10116-102 Ave.  
Grande Prairie, AB T8V 1A1  
[www.volunteergrandeprairie.com](http://www.volunteergrandeprairie.com)  
P: 780-538-2727 | F: 780-539-5986  
E: [info@volunteergrandeprairie.com](mailto:info@volunteergrandeprairie.com)

We are Proud Partners of:



PROUD PARTNER OF  
ALBERTA'S PROMISE  
[www.albertaspromise.org](http://www.albertaspromise.org)

January 23, 2019

Attn: Lisa Hannaford – Manager Green View FCSS  
Municipal District of Greenview No. 16  
Box 1079  
Valleyview, AB T0H 3N0

Dear Lisa,

Re: Leaders of Tomorrow Awards – Thursday, April 11, 2019

The Grande Prairie Volunteer Services Bureau is once again proud to present the Leaders of Tomorrow Awards for 2019. We will be holding the awards at our National Volunteer Week Luncheon on Thursday, April 11, 2019. The Leaders of Tomorrow Awards, presented by ATCO, recognize youth who have made outstanding contributions to their community through volunteerism and demonstrating leadership. Individuals, community groups, educational institutes and voluntary organizations are invited to nominate youth who deserve recognition for their devotion to helping others and bettering their community.

We are asking for your sponsorship of one award at \$400. Out of these funds, \$100 is given to the award recipient, \$100 is donated to the recipient's charity of choice, and \$200 assists to cover the costs of providing this program. Your sponsorship of these awards entitles you to:

- Be listed as a sponsor of the program in the event program, nomination package, poster and social media.
- Two complimentary event tickets.

To ensure you receive recognition in the Leaders of Tomorrow promotional materials, a response prior to March 11<sup>th</sup>, 2019 would be greatly appreciated.

We look forward to working with you in recognizing the youth in our community who are the Leaders of Tomorrow. Please contact me should you have any questions regarding sponsorship opportunities.

Sincerely,

Ginette Gagnon  
Administrative Assistant  
[info@volunteergrandeprairie.com](mailto:info@volunteergrandeprairie.com)

Celebrating **50 Years**  
1969 - 2019 Serving the Community!

## REQUEST FOR DECISION

---

SUBJECT: **Adult Coordinators Report**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: February 26, 2019

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 February 2019 Adult 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 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):**

- February Adult Coordinators report

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

- **Home Support**

The Home Support program provides basic housekeeping, meal preparation, limited respite and transportation to medical appointments or grocery shopping. At the end of Jan we had 70 clients. 27 residing in Valleyview and 43 within the MD. In January we provided 2 trips for medical appointments. Completed the 2018 Outcomes surveys with participants and 100% of the respondents said that the program contributes to their ability to remain in their own home and that because of their worker they have more knowledge about resources in the community.

- **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. In January we delivered 138 meals. Positive results and comments were received from the program participants of the annual survey, 7 out of 8 respondents said that the program contributed to their ability to live in their own home.

- **Balance Yoga**

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

The Balance Program in Valleyview started its spring session on Feb 1st and will run until April 1. The DeBolt dates are not yet set.

The Balance program survey results were again glowing with 100% of respondents saying that the program contributed to their ability to live independently and that it helped them to believe they had the ability to improve their life.

- 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 guideline threshold has had a slight increase from previous years.

Planning is underway for the 2018 tax year clinics, volunteers are taking their required online courses and clinic dates are being planned for the months March and April.

Family Size	Total family income
1 person	\$ 35,000.00
2 persons	\$ 45,000.00
3 persons	\$ 47,500.00
4 persons	\$ 50,000.00
5 persons	\$ 52,500.00
More than 5 persons	\$52,500 plus \$2500 for each additional person

- 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 January we assisted 42 people with 69 different needs.

January 2019	Residence			42
Support Needs	MD	VV	SL IR	Explanation/ Example
Admin Assist		1		Faxing, Photocopying, Scanning or Typing for someone
Advanced Planning	2			Personal Directives, Guardianship, Funeral Planning
Advocacy/ Mediation		3	1	With anyone, Family, Businesses, Government
Alberta Benefits	4		3	Alberta Supports, Blue Cross, Alberta Health, AISH
Caregiver Supports	1			Info on programs, strategies, referrals to other
Commissioner/ Notary		1	2	
CRA Inquiry		4	3	any Income Tax inquiries, not filing
Elder Abuse				Queries and Advise
Estate Planning/ Handling	2			Power of Attorney, Wills, Paperwork after a funeral
Federal Benefits		6	5	GST, Canada Child Tax Benefit, Guaranteed Income
Federal Pensions		2	4	CPP, CPP Disability, OAS
Home Support/ Wheels for Meals	5	1		Queries, home visits
Information	3			other misc inquiries
Legal		2		Queries, Paperwork,
Maintenance Enforcement Prog				Queries, form assistance
Other FCSS Prog				Referral to another program or worker within FCSS
Referral to other Agency	1	2		
Supportive Listening	5	3		
Technology Assistance	2		1	cell phone, internet, CRA accounts, email- etc
Monthly Total	25	25	19	69

*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: February 26, 2019  
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 February 2019 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**

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):**

- February Community Resource Centre Coordinators report





February 7, 2019

TO: Lisa Hannaford, Manager

FROM: Corinne D'Onofrio, Community Resource Center Coordinator

SUBJECT: February 2019 Coordinator report

### Stats Report for January 2019:

Green View FCSS Community Resource Center assisted a total of 508 client visits in the month of January 2019.

The breakdown can be seen below.

<b>Year End Report 2019</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>Year TOTAL</b>
Income Support	95												
Employment Supports	111												
Other Clients	242												
<b>Total Clients Visits</b>	<b>508</b>												
<b>Residence Break Down:</b>													
MD	95												
Sturgeon Lake	99												
Town	314												
New	13												
Returning	495												
Total Clients Visits	508												

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

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

Year End Report 2019	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	15												15
Employment Supports	20												20
Other Clients	60												60
<b>Total Clients Visits</b>	<b>95</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95</b>
<b>Residence Break Down:</b>													
MD	95												95
New	2												2
Returning	93												93
Total Clients	95	0	0	0	0	0	0	0	0	0	0	0	95
YES	95												95
NO	0												0
<b>Community Social Issues Identified</b>													
CFS	0												0
Food Bank	3												3
Mental health	4												4
Canadian Child Tax Benefits	1												1
AISH	5												5
Income Support	15												15
Alberta Adult/Child Health Benefit	1												1
Housing/ Heart River Housing	1												1
Service Canada	11												11
Seniors Information	11												11
Canada Revenue Agency	6												6
Employment Supports	20												20
WCB (Worker's Compensation Board)	3												3
Technology Assistance	2												2
Childcare subsidy	0												0
program inquires	7												7
Legal (faxes, forms, calls)	8												8
Other questions/inquires	11												11

The category “other” can represent clients coming into the Resource Center, calling for information, or referrals to various agencies and organizations. Examples of these organizations can be Valleyview Community Learning Council, Victim’s Assistance, WJS, and Parent Link.

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

Year End Report 2019	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	74												74
Employment Supports	65												65
Other Clients	175												175
<b>Total Clients Visits</b>	<b>314</b>												<b>314</b>
<b>Residence Break Down:</b>													
Town	314												314
New	10												10
Returning	304												304
Total Clients Visits	314	0	0	0	0	0	0	0	0	0	0	0	314
YES	314												314
NO	0												0
<b>Community Social Issues Identified</b>													
CFS	3												3
Food Bank	21												21
Mental Health	7												7
Canadian Child Tax Benefits	3												3
AISH	16												16
Income Support	74												74
Alberta Adult/Child Health Benefit	5												5
Housing/ Heart River Housing	21												21
Service Canada	18												18
Seniors Information	22												22
Canada Revenue Agency	11												11
Employment Supports	65												65
WCB(Workers Compensation Board)	3												3
Technology Assistance	4												4
Childcare subsidy	1												1
program inquires	5												5
Legal (faxes, forms, calls)	17												17
Other questions/inquires	42												42

The table below shows the breakdown of services provided to Sturgeon Lake residents.

Year End Report 2019	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	6												6
Employment Supports	26												26
Other Clients	67												67
<b>Total Clients Visits</b>	<b>99</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>99</b>
<b>Residence Break Down:</b>													
Sturgeon Lake Cree Nation	99												99
New	1												1
Returning	98												98
Total Clients	99	0	0	0	0	0	0	0	0	0	0	0	99
YES	99												99
NO	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Community Social Issues Identified</b>													
CFS	2												2
Food Bank	0												0
Mental Health	0												0
Canadian Child Tax Benefits	2												2
AISH	8												8
Income Support	6												6
Alberta Adult/Child Health Benefit	1												1
Housing/ Heart River Housing	3												3
Service Canada	8												8
Seniors Information	5												5
Canada Revenue Agency	15												15
Employment Supports	26												26
WCB (Worker's Compensation Board)	0												0
Technology Assistance	1												1
Childcare subsidy	0												0
program inquiries	5												5
Legal (faxes, forms, calls)	4												4
Other questions/inquires	20												20

The Community Resource Center was very busy this month with an increase of 163 clients from the previous month of December. Both Income Support and employment needs increased significantly. In January 95 client visits were regarding income support. Previously in December this total was 68. These visits can be phone calls to workers in High Prairie, email assistance, photocopies and faxes of documentation and assistance filling out the initial package of paperwork required by Alberta Works to begin the process. Clients also seek assistance to complete their online monthly reports to continue receiving benefits. In December, 81 clients accessed employment supports. However in January 2019 this number rose to 111. Numerous clients were creating resumes, updating information, seeking safety tickets and completing online safety training required by employers. Clients faxed and emailed resumes and received assistance with online applications.

AISH clients continued to visit the Resource Center for assistance with new and ongoing AISH applications. Clients seek the assistance of staff to call their workers and help them communicate their needs over the phone. Occasionally, clients are required to fax in supporting documents as well. One client in particular, is unable to travel to see his worker face to face, and has been utilizing the services of the Community Resource Center to help him communicate his needs with his worker in Grande Prairie. Through this assistance, a support system has been formed for this individual and he is now aware of other assistance that is possible for him to access.

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

Mental Health “Walk in Clinic”, provided by Alberta Health Services, at Green View FCSS resumed as of January 2019. This service is available to clients on the last Tuesday of each month between the hours of 8:30 am and noon. Clients are also able to access supports from Alberta Health Services by using the ICAT (Integrated Crisis and Access Team) phone number where they may receive counselling over the phone by professionals, or arrange to book an appointment to see a mental health professional in either Valleyview or Grande Prairie. Clients may access support from an outreach worker from Odyssey House twice a month at Green View FCSS. Four appointments, on each of these days, are available and can be made by self-referral or through another agency such as Victims Services.

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: February 26, 2019

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 February 2019 Support 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 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):**

- February Support Coordinators report



February 8<sup>th</sup>, 2019

TO: Lisa Hannaford

FROM: Beverly Osborne, Support Coordinator

SUBJECT: Coordinator's Report

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

1. The support coordinator assisted 234 of 508 clients during the month of January. There has been a steady number of clients requiring employment as well as financial supports through our partnership with AB Works. Similarly, there has been an increased request for food bank applications throughout the month of January. Numerous clients are continuing to use commissioning services through Green View FCSS.
2. The H.E.A.R.T. Committee is preparing for the 2019 Conference coming up in May. As part of the committee, the Support Coordinator assists in arranging some of the details of the conference. So far, the budget has been confirmed through the FCSP grant; speakers have been contacted; an itinerary has been tentatively constructed; Save the Date notification has been sent to interagency contacts; and Eventbrite is ready for participants to register for the event.
3. A Mental Health Project is underway to bring supports to community members. As a part of this project, workshops have been introduced to the community which include: Mental Health First Aid for Senior's (December 6-7); Healthy Relationships (December 13); Become a Mental Health First Aider (February 28 – March 1) and Stress and Anxiety (March 28). The content of the April workshop is directly correlated to survey results gathered through the Green View FCSS Facebook page. Community members have revealed the following needs through the survey: 92% of people responding to the survey said that they would attend a mental health workshop; 76% prefer a workshop versus podcast or other method of attaining knowledge; 92% of those responding identified anxiety as top priority for workshop topics immediately followed by stress and overwhelm at 69%. The responses also indicated that 69% of participants would prefer an evening workshop during the week. Additional information from the survey revealed that 77% of individuals would register for a workshop on addictions and mental health.
4. Preparations for Volunteer Appreciation which takes place in April, are well underway. This year the event will coincide with a Red Willow Players Production on April 11<sup>th</sup>. Volunteers will receive a theatre ticket to attend the event. The Mayor, Reeve, and Green View FCSS board Chair will address the volunteers prior to the theatre production. Nomination forms will be sent out to organizations that

Green View Family & Community Support Services

Box 1079

Valleyview, Alberta

T0H 3N0



typically have volunteers, mid-February. The due date for receiving nomination forms is March 29<sup>th</sup>. Grovedale volunteers will receive gift certificates in recognition of time spent assisting others in the community.

5. The support coordinator will be attending the Provincial Collective Impact Initiative taking place in Edmonton on March 25<sup>th</sup> and 26<sup>th</sup>. The purpose of the initiative is to identify and prioritize individuals as well as agencies at a provincial level in addressing domestic violence; identify how we can all engage in a collaborative provincial response that leverages each other's expertise, and engage in the pre-existing conditions of collective impact. In preparation for this event, there was a brainstorming conference call that took place on January 16<sup>th</sup> which invited all those who have agreed to participate in the provincial collective.
6. In preparation for the mental health survey results, opportunities to create podcasts were investigated in collaboration with communication services at the MD of Greenview. It was determined that podcasts could easily be created and placed on both the Green View FCSS website and Facebook page for easy access by those accessing the sites, if desired. The mental health survey revealed that only 7.9% of people responding would prefer to receive information via podcast.
7. The occupational health and safety meeting was attended by the support coordinator on January 17<sup>th</sup>. The meeting informed committee members of an action plan that is being put in place post audit. Other discussions included accessing the Marshall System to share incidents and concerns as well as, recommendations for return to work policy following leave of work due to disability.

Respectfully Submitted:

B. Osborne

Green View Family & Community Support Services  
Box 1079  
Valleyview, Alberta  
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: February 16, 2019

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 February 2019 Youth 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 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):**

- February Youth Coordinators Report



February 7<sup>th</sup>, 2019

TO: Lisa Hannaford

FROM: Sue Suk, Youth Coordinator

SUBJECT: February Coordinator's Report

Programs commenced in January 2019:

- Oscar Adolphson Primary:
  - I Can Handle Anger: Two classes of Grade 2 students. *This 6 week program teaches students how to recognize their anger and cope with it in healthy ways.*
- St. Stephen's Catholic School:
  - WhyTry: Grade 5 and 7. *This 8 week program utilizes a series of visual analogies that emphasizes crucial life skills such as dealing with peer pressure and obeying rules.*

Programs commencing in February 2019:

- Hillside Jr/Sr. High School:
  - SKILLS: Two Grade 8 classes. *This 8 week program provides factual information on relationships and sexual health to equip students to resist pressures to engage in sexual activities before they are ready.*
- Ridgevalley School:
  - Girls Circle/Boys Council: Five small and large groups of Grade 1 to 5 students will take part in activities that will promote positive social skills and enhance resiliency. *The main focus is to build on students' strengths so that they can be more successful at school, at home, and with peers.*
- St. Stephen's Catholic School:
  - Body Talk: Grade 6 students. *In this 4 week program, students will learn how to communicate within boundaries and sustain healthy relationships. Program will also address anatomy, puberty, hygiene and menstruation.*
  - KIDO: Grade 9 students. *This 4 week program developed by the Calgary police service is designed to educate students on the challenges around bullying, domestic abuse and internet safety.*
  - Mind UP: Grade 3 students. *This 6 week program fosters social and emotional awareness, enhance psychological wellbeing and promote academic success.*

Green View Family & Community Support Services  
Box 1079  
Valleyview, Alberta  
T0H 3N0

- Harry Gray Elementary:
  - KIDO: Two classes of Grade 6 students. *This 4 week program was modified to focus on cyber education and will specifically cover topics on digital citizenship, cyber-bullying and the law, digital empathy, and internet security.*

Successes:

In January I was privileged to attend RAINBOWS™ Grief and Loss Facilitators' and Coordinator's training at Starfish Family Resources in addition to Food Safe course provided by Alberta Health Services in Edmonton. Another highlight was connecting with the FCSS Liaison at Penson School in Grovedale and planning 'Cool Camp' and 'Home Alone' programs for months ahead. It was also a great opportunity to share resources availability under the FCSS umbrella and clarify Program Logic Models (PLM) to summarize programs/groups.

Upcoming:

In February, I am looking forward to Emergency Social Services (ESS) Group Lodging training and Mental Health First Aid. Mental First Aid training will provide me with the tools to understand and support individuals dealing with a mental health crisis and any stigma attached to it.

Respectfully Submitted,

Sue Suk