



REGULAR BOARD MEETING AGENDA

January 17, 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 December 20, 2017 – 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 Stress Resilience | 4 |
| | | 6.2 Plan Now to Age in Place | 6 |
| | | 6.3 FCSS Manager Report | 8 |
| | | 6.4 FCSS Coordinator, Adult | 12 |
| | | 6.5 FCSS Coordinator, Community Resource Center | 16 |
| | | 6.6 FCSS Coordinator, Support | 23 |
| | | 6.7 FCSS Coordinator, Youth | 26 |
| #7 | MEMBER REPORTS | 7.1 Chair/Member Reports | |
| #8 | CORRESPONDENCE | | |
| #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, December 20, 2017

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 |
| Board Member, Greenview Councillor | Shawn Acton |
| Board Member, Greenview Councillor | Roxie Rutt |

ATTENDING

| | |
|---------------------|-------------------|
| FCSS Manager | Lisa Hannaford |
| Recording Secretary | Corinne D’Onofrio |

ABSENT

| | |
|---|-------------|
| Board Member, Town of Valleyview Councillor | Tanya Boman |
|---|-------------|

#2: **2.0 GREEN VIEW FCSS AGENDA**
AGENDA **MOTION: 17.12.108** Moved by: BOARD MEMBER, TAMMY DAY
 That the December 20, 2017 agenda be adopted as presented.
 CARRIED

#3.1 REGULAR MEETING MINUTES **3.1 GREEN VIEW FCSS ORGANIZATIONAL MEETING- BOARD MEETING MINUTES**
MOTION: 17.12.109 Moved by: BOARD MEMBER, SHAWN ACTON
 That the Minutes of the Organizational Meeting for Green View FCSS Board held on Wednesday, November 22, 2017 be adopted as presented.
 CARRIED

3.2 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES
MOTION: 17.12.110 Moved by: VICE CHAIR, TERESA PLONTKE
 That the Minutes of the Regular Green View FCSS Meeting held on Wednesday, November 22, 2017 be adopted as presented.
 CARRIED

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

#4 DELEGATES **4.0 DELEGATION**

#5 OLD BUSINESS **5.0 OLD BUSINESS**

#6 NEW BUSINESS **6.0 NEW BUSINESS**

6.1 FCSS MANAGER REPORT

MOTION: 17.12.111 Moved by: BOARD MEMBER, SHAWN ACTON
That the Green View FCSS Board accept the December 2017 Manager's report as presented for information.

CARRIED

6.2 FCSS COORDINATOR, ADULT

MOTION: 17.12.112 Moved by: VICE CHAIR, TERESA PLONTKE
That the Green View FCSS Board accept the December 2017 Adult Coordinator's report as presented for information.

CARRIED

6.4 FCSS COORDINATOR, COMMUNITY RESOURCE CENTER

MOTION: 17.12.113 Moved by: BOARD MEMBER, ROXIE RUTT
That the Green View FCSS Board accept the December 2017 Community Resource Center Coordinator's report as presented for information.

CARRIED

Member Trina Parker-Carroll exited the meeting at 10:48am.

6.5 FCSS COORDINATOR, SUPPORT

MOTION: 17.12.114 Moved by: BOARD MEMBER, TAMMY DAY
That the Green View FCSS Board accept the December 2017 Support Coordinator's report as presented for information.

CARRIED

6.6 FCSS COORDINATOR, YOUTH

MOTION: 17.12.115 Moved by: BOARD MEMBER, ROXIE RUTT
That the Green View FCSS Board accept the December 2017 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 RUTT

- No report at this time

BOARD MEMBER ACTON

- No report at this time

BOARD MEMBER DAY

- No report at this time

CHAIR PERRON

- No report at this time

#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, January 17, 2018 at 9:30am.

#10
ADJOURNMENT

10.0 ADJOURNMENT

MOTION: 17.12.116 Moved by: BOARD MEMBER, ROXIE RUTT
That this meeting adjourn at 11:23 pm.

CARRIED

F.C.S.S. MANAGER

F.C.S.S. CHAIR

REQUEST FOR DECISION

SUBJECT: **Stress Resilience Program**
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD
MEETING DATE: January 17, 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 authorize administration to deliver the Stress Resilience Program to students in grade 4-6 classrooms as requested by school principals.

BACKGROUND/PROPOSAL:
Feedback from school leadership indicates that young students are requiring more tools to help them effectively deal with anxiety and stress. The Stress Resilience program is based on a 7 week curriculum published by the Canadian Psychological Association, and covers how to identify and cope with stress. There is no charge for the curriculum.
This program will be offered to Harry Gray Elementary, St. Stephens, Ridgevalley, and possibly Grovedale schools pending needs.

BENEFITS OF THE RECOMMENDED ACTION:
1. The benefit of approving the Stress Resilience program is to equip students with strategies that allow them to deal with stress in a healthy and effective way.

DISADVANTAGES OF THE RECOMMENDED ACTION:
1. There are no perceived disadvantages of offering the Stress Resilience Program.

ALTERNATIVES CONSIDERED:
Alternative #1: The Green View Family and Community Support Services Board may choose not to approve the Stress Resilience program. This alternative is not recommended for if children are provided strategies to deal with stress they will have greater success in achieving psychological well-being.

FINANCIAL IMPLICATION:
Direct Costs: There are no direct costs associated with the Stress Resilience Program.

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

If the Green View FCSS Board decides to offer the program in Grovedale, costs for travel time and or accommodations for staff may be incurred.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

Using that framework outline the proposed level of public engagement associated with the recommended action.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL**PROMISE TO THE PUBLIC**

FOLLOW UP ACTIONS:

Once Green View Family and Community Support Services Board makes a decision the school principals will be informed of the program.

ATTACHMENT(S):

N/A

REQUEST FOR DECISION

SUBJECT: **Plan Now to Age in Place Program**

SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD
REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: January 17, 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 authorize administration to deliver the Plan Now to Age in Place Program to residents within the Town of Valleyview and MD of Greenview, with a total operational cost of \$150.00 to come from the 2018 operational budget.

BACKGROUND/PROPOSAL:
Community members have requested information about adapting their homes to deal with aging and disabilities. This two hour workshop is based on curriculum prepared by the Forum of Federal/Provincial/Territorial Minister Responsible for Seniors. Information and checklists assist residents to identify areas of their life where they may need more preparation to successfully age in place. This workshop will be offered in Valleyview, DeBolt and Grovedale.

BENEFITS OF THE RECOMMENDED ACTION:
1. The benefit of approving the Plan Now to Age in Place program is to equip residents with information that will assist in planning for their future.

DISADVANTAGES OF THE RECOMMENDED ACTION:
1. There are no perceived disadvantages of offering the Plan Now to Age in Place Program.

ALTERNATIVES CONSIDERED:
Alternative #1: The Green View Family and Community Support Services Board may choose not to approve the Plan Now to Age in Place program. This alternative is not recommended for if adults are provided strategies and resources to age in place, they will have greater success in planning for their future.

FINANCIAL IMPLICATION:
Direct Costs: The costs associated with this program will be \$150.00 annually to cover costs of refreshments.

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**PROMISE TO THE PUBLIC**

FOLLOW UP ACTIONS:

Once Green View Family and Community Support Services Board makes a decision the residents will be informed through various advertising measures.

ATTACHMENT(S):

N/A

REQUEST FOR DECISION

SUBJECT: **Managers' Report**
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD
MEETING DATE: January 17, 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 January 17, 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

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):

- January Managers report



Managers Board Report – Regular FCSS Board Meeting January, 2018

Dear Board Members,

Since our meeting December 20, the main tasks have included the following:

- Compiling the strategic planning session agenda
- Researching the Canadian Council on Social Development Community Data Program
- Working with the Youth Programmer to research current gaps in sexual health curriculum offered in our schools.
- Eliciting and identifying a host program within the Northwest Region to host the Spring Regional conference. Manning has stepped up to the plate, dates TBA.
- Attending the first FCSSAA Board meeting of 2018

As mentioned at the meeting in December, the January session will be spent reviewing the current strategic plan, and revising as the Board determines.

I look forward to seeing you on January 17 @ 9:30.

Kind regards,

Lisa



Green View FCSS Strategic Planning Agenda January 17, 2018

- 1) Vision, Mission , & Values Review
- 2) Program Review
 2. A Youth Coordinator Presentation
 2. B Adult Coordinator Presentation
 2. C Support Coordinator Presentation
 2. D Community Resource Center Coordinator
 2. E HEART Overview-Valleyview Victims Assistance Coordinator
- 3) Goals and Strategy Review
- 4) Outcomes measures flow chart
- 5) FCSS 2018 Budget
- 6) FCSS Reserve
- 7) Data Consortium

REQUEST FOR DECISION

SUBJECT: **Adult Coordinators Report**
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD
MEETING DATE: January 17, 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 January 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 provide by the Adult Coordinator.

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

ALTERNATIVES CONSIDERED:
Alternative #1: 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):

- January Adult Coordinators report

To: Lisa Hannaford, Manager
From: Coordinator, Adult
Subject: Jan 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 68 clients, 26 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. December had 6 clients participating and 77 meals were delivered.
- 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 December we assisted 19 people with 39 different needs.

| December 2017 | | Residence | | | |
|---------------------------------------|-----------|------------------|--------------|-----------|--|
| Support Needs | MD | VV | SL IR | | Explanation/ Example |
| Admin Assist | 4 | 3 | 2 | | Faxing, Photocopying, Scanning or Typing for someone |
| Advanced Planning | 2 | 1 | | | Personal Directives, Guardianship, Funeral Planning |
| Advocacy/ Mediation | | | | | With anyone, Family, Businesses, Government |
| Alberta Benefits | | 1 | | | Alberta Supports, Blue Cross, Alberta Health, AISH |
| Commissioner/ Notary | 1 | 4 | 4 | | |
| CRA Inquiry | 2 | | | | any Income Tax inquiries, not filing |
| Elder Abuse | | | | | Queries and Advise |
| Estate Planning/ Handling | | | | | Power of Attorney, Wills, Paperwork after a funeral |
| Federal Benefits | 1 | 2 | | | GST, Canada Child Tax Benefit, Guaranteed Income |
| Federal Pensions | | | | | CPP, CPP Disability, OAS |
| Home Support/ Wheels for Meals | 1 | | | | Queries, home visits |
| Legal | 1 | 2 | 3 | | Queries, Paperwork, |
| Maintenance Enforcement Prog | | | 1 | | Queries, form assistance |
| Other FCSS Prog | | 1 | | | Referral to another program or worker within FCSS |
| Referral to other Agency | | | | | |
| Supportive Listening | 1 | 2 | | | |
| Technology Assistance | | | | | cell phone, internet, CRA accounts, email- etc |
| Monthly Total | 13 | 16 | 10 | 39 | |

- **Balance**

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

Balance has wrapped up in DeBolt until the spring session. 9 people participated in the program. 100% of the participants that completed the evaluations felt that the program has contributed to their ability to remain in their homes and that they have the ability to improve their life.

Valleyview, has 29 people that have registered and about 16 attend on average. This group finished on Dec 15th. 19 participants completed the evaluation form and all agreed that the Balance Program has helped them believe that they have the ability to improve their life. They also responded that the program has contributed to them remaining in their own home. Planning for a spring session is underway for both locations to start in early March.

- **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 ran through March and April. People are still coming in to get their taxes filed, some are just late and some have several years to try to get caught up.

| Senior | AISH | Low Inc | GST | CCTB | #children | WITB | GIS | REFUND | TOTAL |
|---------------|------|---------|--------------|----------------|-----------|-------------|--------------|--------------|----------------|
| 168 | 28 | 431 | \$245,093.00 | \$1,293,509.00 | 207 | \$93,940.00 | \$815,150.00 | \$183,594.00 | \$2,568,534.00 |
| Total Returns | | | | | | | | | |
| 627 | | | | | | | | 2017 | |

GST (Good & Services Tax) **CCTB** (Child Tax Benefit), **WITB** (Working Income Tax Benefit), **GIS** (Guaranteed Income Support) are all federal programs that only pay out if the income tax return is filed on time.

*The Canada child tax benefit (CCTB) is a tax-free monthly payment made to eligible families to help them with the cost of raising children under 18 years of age.

*The working income tax benefit (WITB) is a refundable tax credit intended to provide tax relief for eligible working low-income individuals and families who are already in the workforce and to encourage other Canadians to enter the workforce.

*The Guaranteed Income Supplement (GIS) provides a monthly non-taxable benefit to Old Age Security (OAS) pension recipients who have a low income.

Michelle Hagen
Adult Coordinator

REQUEST FOR DECISION

SUBJECT: Community Resource Centre Coordinators Report
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: January 17, 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 January 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

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):

- January Community Resource Centre Coordinators report



January 2, 2018

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

Stats Report for December 2017:

Green View FCSS Community Resource Center assisted a total of 312 client visits in the month of December.

The breakdown of December 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 | 52 | 81 | 65 | 54 | 75 | 69 | 83 | 51 | 46 | 66 | 38 | 27 | 707 |
| Employment Supports | 144 | 188 | 131 | 108 | 196 | 187 | 176 | 174 | 154 | 157 | 164 | 99 | 1878 |
| Other Clients | 237 | 225 | 353 | 332 | 299 | 246 | 270 | 218 | 247 | 200 | 216 | 186 | 3029 |
| Total Clients Visits | 433 | 494 | 549 | 494 | 570 | 502 | 529 | 443 | 447 | 423 | 418 | 312 | 5614 |
| Residence Break Down: | | | | | | | | | | | | | |
| MD | 106 | 129 | 117 | 109 | 108 | 107 | 109 | 91 | 97 | 103 | 76 | 78 | 1230 |
| Sturgeon Lake | 104 | 119 | 197 | 167 | 150 | 150 | 144 | 124 | 146 | 97 | 134 | 87 | 1619 |
| Town | 223 | 246 | 235 | 218 | 312 | 245 | 276 | 228 | 204 | 223 | 208 | 147 | 2765 |
| New | 19 | 26 | 9 | 5 | 18 | 13 | 8 | 6 | 12 | 13 | 9 | 11 | 151 |
| Returning | 414 | 468 | 540 | 489 | 552 | 489 | 521 | 437 | 435 | 410 | 199 | 301 | 5463 |
| Total Clients Visits | 433 | 494 | 549 | 494 | 570 | 502 | 529 | 443 | 447 | 423 | 208 | 312 | 5614 |

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 2017 | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL |
|---|------------|------------|------------------------|-----------------------|------------|------------|------------|-----------|-----------|------------|-----------|-----------|-------------|
| Income Support clients | 13 | 23 | 17 | 15 | 14 | 14 | 14 | 15 | 5 | 20 | 8 | 8 | 166 |
| Employment Supports | 31 | 33 | 19 | 15 | 26 | 34 | 29 | 25 | 32 | 26 | 13 | 24 | 307 |
| Other Clients | 62 | 73 | 81 | 79 | 68 | 59 | 66 | 51 | 60 | 57 | 55 | 46 | 757 |
| Total Clients Visits | 106 | 129 | 117 | 109 | 108 | 107 | 109 | 91 | 97 | 103 | 76 | 78 | 1230 |
| Residence Break Down: | | | | | | | | | | | | | |
| MD | 106 | 129 | 117 | 109 | 108 | 107 | 109 | 91 | 97 | 103 | 76 | 78 | 1230 |
| New | 10 | 11 | 4 | 2 | 5 | 11 | 2 | 2 | 6 | 2 | 2 | 4 | 61 |
| Returning | 96 | 118 | 113 | 107 | 103 | 96 | 107 | 89 | 91 | 101 | 74 | 74 | 1169 |
| Total Clients | 106 | 129 | 117 | 109 | 108 | 107 | 109 | 91 | 97 | 103 | 76 | 78 | 1230 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| YES | 106 | 129 | 117 | 109 | 108 | 107 | 109 | 91 | 97 | 103 | 76 | 78 | 1230 |
| NO | 0 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Community Social Issues Identified | | | | | | | | | | | | | |
| CFS | 0 | 1 | 1 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 4 |
| Food Bank | 2 | 5 | 4 | 2 | 4 | 1 | 3 | 4 | 4 | 4 | 5 | 5 | 43 |
| Mental health | 4 | 8 | 1 | 4 | 4 | 7 | 4 | 1 | 4 | 3 | 4 | 5 | 49 |
| Canadian Child Tax Benefits | 0 | 1 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 4 |
| AISH | 2 | 2 | 2 | 3 | 2 | 0 | 0 | 1 | 1 | 0 | 4 | 7 | 24 |
| Income Support | 13 | 23 | 17 | 15 | 14 | 14 | 14 | 15 | 5 | 20 | 8 | 8 | 166 |
| Alberta Adult/Child Health Benefit | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 3 | 12 |
| Housing/ Heart River Housing | 1 | 0 | 5 | 1 | 0 | 2 | 0 | 4 | 0 | 1 | 1 | 0 | 15 |
| Service Canada | 5 | 4 | 3 | 7 | 5 | 3 | 4 | 1 | 5 | 10 | 3 | 1 | 51 |
| Seniors Information | 11 | 7 | 7 | 7 | 4 | 7 | 9 | 1 | 7 | 3 | 7 | 3 | 73 |
| Canada Revenue Agency | 1 | | 33(30 CVITP 8 Inq.) | 28 (21 CVITP inq.) | 8 | 1 | 5 | 0 | 3 | 0 | 5 | 3 | 34 |
| Employment Supports | 31 | 33 | 19 | 15 | 26 | 34 | 29 | 25 | 32 | 26 | 13 | 24 | 307 |
| Computer Class Participants & Inquires | 7 | 16 | 0 | 1 | 2 | 0 | 0 | 1 | 7 | 1 | 0 | 0 | 35 |
| Childcare subsidy program inquires | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 |
| Other questions/inquires | 12 | 3 | 6 | 8 | 34 | 24 | 19 | 4 | 10 | 13 | 9 | 0 | 142 |
| | 27 | 24 | 23 | 24 | 21 | 15 | 21 | 25 | 22 | 34 | 17 | 17 | 270 |
| | | | | | | | | | | | | | |
| Gender | | | | | | | | | | | | | |
| Male | 42 | 58 | 47 | 42 | 43 | 43 | 44 | 33 | 37 | 45 | 32 | 43 | 509 |
| Female | 64 | 71 | 70 | 67 | 65 | 64 | 65 | 58 | 60 | 58 | 44 | 35 | 721 |

The category "other" can represent clients coming in to the Resource Center or calling for information regarding various agencies or organizations such as Santa's Anonymous, Legal Aid, Native Counselling Services, Workman's Compensations Board, WJS and Parent Link. Clients also require assistance with faxing and photocopying for legal matters such as custody hearings, and obtaining legal counsel and various applications such as Social Insurance Number and Alberta Health Care.

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 Town of Valleyview residents.

| Year End Report 2017 | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL |
|---|------------|------------|-------------------|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|
| Income Support clients | 35 | 55 | 43 | 38 | 55 | 53 | 62 | 33 | 33 | 43 | 28 | 18 | 496 |
| Employment Supports | 64 | 82 | 53 | 44 | 89 | 75 | 77 | 89 | 52 | 75 | 64 | 35 | 799 |
| Other Clients | 124 | 109 | 139 | 136 | 168 | 117 | 137 | 106 | 119 | 105 | 126 | 94 | 1480 |
| Total Clients Visits | 223 | 246 | 235 | 218 | 312 | 245 | 276 | 228 | 204 | 223 | 218 | 147 | 2775 |
| Residence Break Down: | | | | | | | | | | | | | |
| Town | 223 | 246 | 235 | 218 | 312 | 245 | 276 | 228 | 204 | 223 | 208 | 147 | 2765 |
| New | 7 | 14 | 5 | 3 | 13 | 1 | 5 | 4 | 3 | | 9 | 6 | 70 |
| Returning | 216 | 232 | 230 | 215 | 299 | 244 | 271 | 224 | 201 | | 199 | 141 | 2472 |
| Total Clients Visits | 223 | 246 | 235 | 218 | 312 | 245 | 276 | 228 | 204 | 223 | 208 | 147 | 2765 |
| | | | | | | | | | | | | | |
| YES | 223 | 246 | 235 | 218 | 312 | 245 | 276 | 228 | 204 | 223 | 208 | 147 | 2765 |
| NO | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Community Social Issues Identified | | | | | | | | | | | | | |
| CFS | 0 | 1 | 0 | 1 | 1 | 2 | 3 | 0 | 1 | 0 | 0 | 0 | 9 |
| Food Bank | 8 | 11 | 5 | 4 | 8 | 12 | 4 | 14 | 7 | 11 | 11 | 16 | 111 |
| Mental Health | 4 | 7 | 5 | 5 | 13 | 15 | 8 | 4 | 11 | 9 | 8 | 3 | 92 |
| Canadian Child Tax Benefits | 5 | 1 | 0 | 0 | 6 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 14 |
| AISH | 5 | 3 | 4 | 8 | 8 | 5 | 6 | 7 | 4 | 8 | 8 | 1 | 67 |
| Income Support | 35 | 55 | 43 | 38 | 55 | 53 | 62 | 33 | 33 | 43 | 28 | 18 | 496 |
| Alberta Adult/Child Health Benefit | 2 | 5 | | 6 | 6 | 4 | 1 | 2 | 0 | 1 | 2 | 6 | 35 |
| Housing/ Heart River Housing | 4 | 1 | 6 | 3 | 3 | 4 | 5 | 1 | 2 | 4 | 4 | 2 | 39 |
| Service Canada | 19 | 9 | 4 | 8 | 13 | 15 | 6 | 10 | 4 | 10 | 18 | 10 | 126 |
| Seniors Information | 17 | 7 | 8 | 5 | 7 | 9 | 8 | 9 | 10 | 1 | 11 | 3 | 95 |
| Canada Revenue Agency | 7 | 10 | 56(54 CVITP inq.) | 48 (40 Cvitp inq.) | 22 | 3 | 13 | 8 | 2 | 10 | 2 | 5 | 82 |
| Employment Supports | 64 | 82 | 53 | 44 | 89 | 75 | 77 | 89 | 52 | 75 | 64 | 35 | 799 |
| Computer Class Participants & Inquires | 7 | 16 | 0 | 1 | 5 | 0 | 0 | 1 | 11 | 2 | 4 | 0 | 47 |
| Childcare subsidy program inquires | 2 | 2 | 2 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 8 |
| Other questions/inquires | 7 | 3 | 5 | 8 | 41 | 11 | 29 | 9 | 14 | 6 | 10 | 0 | 143 |
| Other questions/inquires | 50 | 37 | 41 | 37 | 47 | 40 | 52 | 46 | 55 | 42 | 34 | 37 | 518 |
| Gender | | | | | | | | | | | | | |
| Male | 97 | 112 | 77 | 80 | 127 | 111 | 86 | 89 | 69 | 68 | 75 | 45 | 1036 |
| Female | 126 | 134 | 158 | 138 | 185 | 134 | 190 | 139 | 135 | 155 | 133 | 102 | 1729 |

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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 | 3 | 5 | 1 | 6 | 2 | 7 | 3 | 8 | 3 | 2 | 1 | 45 |
| Employment Supports | 49 | 73 | 59 | 49 | 81 | 78 | 70 | 60 | 70 | 56 | 87 | 40 | 772 |
| Other Clients | 51 | 43 | 133 | 117 | 63 | 70 | 67 | 61 | 68 | 38 | 45 | 46 | 802 |
| Total Clients Visits | 104 | 119 | 197 | 167 | 150 | 150 | 144 | 124 | 146 | 97 | 134 | 87 | 1619 |
| Residence Break Down: | | | | | | | | | | | | | |
| Sturgeon Lake Cree Nation | 104 | 119 | 197 | 167 | 150 | 150 | 144 | 124 | 146 | 97 | 134 | 87 | 1619 |
| New | 2 | 1 | 0 | 0 | 0 | 1 | 1 | 0 | 3 | 1 | 0 | 1 | 10 |
| Returning | 102 | 118 | 197 | 167 | 150 | 149 | 143 | 124 | 143 | 96 | 134 | 86 | 1609 |
| Total Clients | 104 | 119 | 197 | 167 | 150 | 150 | 144 | 124 | 146 | 97 | 134 | 87 | 1619 |
| | | | | | | | | | | | | | |
| YES | 104 | 119 | 197 | 167 | 150 | 150 | 144 | 124 | 146 | 97 | 134 | 87 | 1619 |
| NO | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Community Social Issues Identified | | | | | | | | | | | | | |
| CFS | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 2 |
| Food Bank | 0 | 2 | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 1 | 3 | 0 | 9 |
| Mental Health | 4 | 0 | 0 | 0 | 1 | 0 | 2 | 2 | 2 | 0 | 0 | 2 | 13 |
| Canadian Child Tax Benefits | 0 | 1 | 0 | 2 | 0 | 2 | 2 | 0 | 0 | 2 | 1 | 0 | 10 |
| AISH | 3 | 2 | 0 | 0 | 1 | 1 | 1 | 3 | 3 | 0 | 1 | 0 | 15 |
| Income Support | 4 | 3 | 5 | 1 | 6 | 2 | 1 | 3 | 8 | 3 | 2 | 1 | 39 |
| Alberta Adult/Child Health Benefit | 1 | 2 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 1 | 1 | 7 |
| Housing/ Heart River Housing | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 3 |
| Service Canada | 5 | 5 | 5 | 3 | 4 | 9 | 9 | 5 | 6 | 6 | 6 | 3 | 66 |
| Seniors Information | 4 | 1 | 2 | 0 | 1 | 3 | 4 | 5 | 3 | 0 | 2 | 3 | 28 |
| Canada Revenue Agency | 9 | 9 | 94 (84 CVITP inq.) | 89 | 34 | 36 | 23 | 15 | 3 | 11 | 8 | 5 | 242 |
| Employment Supports | 49 | 73 | 59 | 49 | 81 | 78 | 70 | 60 | 70 | 56 | 87 | 40 | 772 |
| Computer Class Participants & Inquires | 1 | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 5 |
| Childcare subsidy program inquiries | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 2 |
| Other questions/inquires | 3 | 2 | 1 | 4 | 5 | 5 | 3 | 1 | 4 | 2 | 2 | 0 | 32 |
| | 26 | 32 | 19 | 20 | 18 | 21 | 33 | 35 | 51 | 19 | 22 | 31 | 327 |
| Gender | | | | | | | | | | | | | |
| Male | 49 | 74 | 84 | 73 | 94 | 81 | 67 | 58 | 75 | 65 | 83 | 46 | 849 |
| Female | 55 | 45 | 113 | 94 | 56 | 69 | 77 | 66 | 71 | 32 | 51 | 41 | 770 |

The Community Resource Center assisted 312 clients in December and a total of 5614 client visits for the 2017 year. The Resource Center continues to assist clients with their employment needs by maintaining and updating the job board, referring clients to various positions advertised, updating and creating resumes and making copies. 99 client visits to the Resource Center were employment related in the month of December. Updating, faxing and emailing clients resumes and other required documents to

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potential or existing employers also occurs on a daily basis. Clients have been regularly utilizing the computers to complete online courses and orientation videos for new and ongoing employment.

Income support related visits decreased in the month of December to 27. 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 requirements of Alberta Works.

Clients accessed Food Bank applications and called and visited the Resource Center regarding Santa's Anonymous and the dates that both were to take place in Valleyview in December.

Green View FCSS successfully distributed approximately 75% of the gifts that were provided by the Red Apple Toy Drive. The remaining gifts will be donated to local charities such as Santa's Anonymous in the hope that they will be utilized next Christmas.

Mental Health services were accessed by 10 clients in the month of December. These visits are either in the form of information or one on one sessions with the Alberta Health mental health therapist.

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 December 2017, we have had 33 families receive the Baby Boxes since beginning the program.

Dates for the Computer Basics Classes have been established for January. They will begin on January 18th and take place on Thursdays from 1:00-3:30pm until the end of February.

Respectfully submitted,
Corinne D'Onofrio

REQUEST FOR DECISION

SUBJECT: **Support Coordinators Report**
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD
MEETING DATE: January 17, 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 January 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):

- January Support Coordinators report



January 4th, 2018

TO: Lisa Hannaford
FROM: Beverly Osborne, Support Coordinator
SUBJECT: December Coordinator's Report

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

1. The support coordinator assisted 194 of 312 clients during the month of December. There was a steady number of clients requiring assistance with resume supports, employment insurance applications, and online courses throughout the month of December.
2. Intergenerational Healing began on October 19th and is ongoing. This program offers participants an opportunity to explore their past experiences and heal as they move forward. The program is made possible through a partnership between Pace and HEART (Health, Education, Action in Relationships Team). The program is taking place at Green View FCSS and will continue until March 15th, 2018.
3. On December 20th the first of two articles designed to bring awareness to programs offered at Green View FCSS regarding healthy relationships, was printed in the Town and Country Newspaper. The first article addressed the foundation of healthy relationships whereas, the second article will speak to codependency and establishing new, healthy relationship patterns.
4. Finding Our Voices will be offered from January 15 – February 26th. To date there are 3 women registered for the program.

Respectfully Submitted:

B. Osborne

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Box 1079
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REQUEST FOR DECISION

SUBJECT: **Youth Coordinators Report**
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD
MEETING DATE: January 17, 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 January 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):

- January Youth Coordinators Report



January 2, 2018

TO: Lisa Hannaford

FROM: Bretley Dunn, Youth Coordinator

SUBJECT: January Coordinator's Report

Programs completed in December, 2017:

Ridgevalley School:

- Rainbows: *Two grief and loss groups to help participants deal with separation or divorce of parents, death of a family member, or other significant life changes (one primary aged, one upper elementary).*

Oscar Adolphson:

- MindUp! : *Grade 3, 2 classes. This program uses awareness of how our brains work and mindfulness techniques to teach emotional self-regulation in students.*

St. Stephen's:

- MindUp! : *Grade 3, 2 classes.*

Programs continuing in January, 2018:

St. Stephen's:

- Grief and Loss: *A small group created to help participants learn healthy coping tools for dealing with loss. The loss experiences vary, but a common theme is the sudden death of a school staff member.*

Hillside:

- SKILLS: *Grade 8, 2 classes. This program educates students about healthy relationships and provides them with factual information regarding relationships and sexuality. This information equips them to resist pressure to become sexually involved before they are ready.*

Ridgevalley School:

- MindUp! : *Grade 3.*

To Note

Each month, leading up until May 3rd, the Youth Coordinator is meeting with other community agencies to contribute in the planning of Kidz Fest, an event for children and families with emphasis on Arts and Culture, Entertainment, and Physical Literacy.

Due to the heightened need for Grief and Loss programming the Youth Coordinator will be attending Edu-Therapy Certification in February, 2018. This training will provide further tools to promote healthy

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coping in children and youth. Additionally, this training will also provide information on the grief experience in adults which could be utilized by providing adult groups, if requested.

There will be a number of programs beginning in the schools in the month of January. Specifics are continuing to be finalized through discussion with principals.

Respectfully Submitted,
Bretley Dunn

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