



REGULAR BOARD MEETING AGENDA

January 18, 2017

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 Support Services Meeting minutes held December 12, 2016 – to be adopted.	1
		3.2 Regular Green View Family and Community Support Services Meeting minutes held December 12, 2016 – to be adopted.	
		3.3 Business Arising from the Minutes	
#4	DELEGATION		
#5	OLD BUSINESS		
#6	NEW BUSINESS	6.1 Family School Liaison Program Agreements	8
		6.2 Miscellaneous Grant Sponsorship Policy	12
		6.3 FCSS Manager Report	14
		6.4 FCSS Coordinator, Adult	16
		6.5 FCSS Coordinator, Community Resource Center	19
		6.6 FCSS Coordinator, Support	24
		6.7 FCSS Coordinator, Youth	26
#7	MEMBER REPORTS	7.1 Chair/Member Reports	
#8	CORRESPONDENCE		
#9	IN CAMERA		
#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 Monday, December 12, 2016

- # 1:
CALL TO ORDER

FCSS Manager Lisa Hannaford called the meeting to order at 9:30 a.m.
- PRESENT

Board Member Member at Large, Greenview

Board Member, Member at Large, Town of Valleyview

Board Member, Greenview Councillor

Board Member, Member at Large, Greenview

Board Member, Town of Valleyview Councillor

Board Member, Greenview Councillor

Roxanne Perron

Teresa Plontke

Roxie Rutt

Robin McCullough

Tanya Boman

Dave Hay
- ATTENDING

FCSS Manager

Recording Secretary

Lisa Hannaford

Corinne D’Onofrio
- ABSENT

Board Member, Member at Large, Greenview

Trina Parker- Carroll

- #2:
AGENDA

MOTION: 16.12.102 Moved by: Board Member, Roxie Rutt
 That the December 12, 2016 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, Roxie Rutt 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: 16.12.103 Moved by: Board Member, Dave Hay
 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**

Manager Hannaford called for nominations for the election of Vice Chair.

Board Member, Roxie Rutt nominated Board Member, Teresa Plontke as Vice Chair.

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

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

MOTION: 16.12.104 Moved by: Board Member, Dave Hay
That the Green View Family and Community Support Services Board cease nominations for Vice Chair.

CARRIED

**#4 NOMINATIONS
FOR VICE CHAIR
CEASE**

Manager Hannaford 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: 16.12.105 Moved by: Chair, Roxanne Perron

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

CARRIED

#6
ADJOURNMENT

6.0 ADJOURNMENT

MOTION: 16.12.106 Moved by: Vice Chair, Teresa Plontke

That this meeting adjourn at 9:37 a.m.

CARRIED

FCSS MANAGER

FCSS CHAIR

:38

Minutes of a
REGULAR BOARD MEETING
GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES
 Green View Family and Community Support Services Building
 Valleyview, Alberta, on Monday, December 12, 2016

1: Chair Perron called the meeting to order at 9:38 a.m.
CALL TO ORDER

PRESENT	Chair, Member at Large, Greenview Vice Chair, Member at Large, Town of Valleyview Board Member, Town of Valleyview Councillor Board Member, Greenview Councillor Board Member, Greenview Councillor Board Member, Member at Large, Greenview	Roxanne Perron Teresa Plontke Tanya Boman Dave Hay Roxie Rutt Robin McCullough
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ATTENDING	FCSS Manager Recording Secretary	Lisa Hannaford Corinne D'Onofrio
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ABSENT	Board Member, Member at Large, Greenview	Trina Parker-Carroll
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#2:
AGENDA

2.0 GREEN VIEW FCSS AGENDA

MOTION: 16.12.107 Moved by: BOARD MEMBER, ROXIE RUTT

That the December 12, 2016 agenda be adopted with the addition:

- Agenda item 8.1 Correspondence from Ridgevalley School regarding guest speakers

CARRIED

**#3.1 REGULAR
 MEETING MINUTES**

3.1 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES

MOTION: 16.12.108 Moved by: BOARD MEMBER, TERESA PLONTKE

That the Minutes of the Regular Green View FCSS Meeting held on Wednesday, October 19, 2016 be adopted as presented.

CARRIED

**#3.2
 BUSINESS ARISING
 FROM MINUTES**

3.2 BUSINESS ARISING FROM THE MINUTES:

- Media release in Grovedale regarding Sparks Fly stationary bikes and Mind Up curriculum
- Two Sparks Fly stationary bikes ordered for Susa Creek School

#5 OLD BUSINESS

5.0 OLD BUSINESS

There was no old business brought forward.

#6 NEW BUSINESS

6.0 NEW BUSINESS

6.1 VALLEYVIEW AND AREA MENTAL HEALTH THERAPIST

MOTION: 16.12.109 Moved by: BOARD MEMBER, ROXIE RUTT

That Green View Family and Community Support Services Board submit a letter to Alberta Health Services advocating for the replacement of full time Mental Health Therapy services in Valleyview and area.

CARRIED

6.2 FCSS MANAGER REPORT

MOTION: 16.12.110 Moved by: BOARD MEMBER, TERESA PLONTKE

That the Green View FCSS Board accept the December 2016 Manager's report as presented for information.

CARRIED

MOTION: 16.12.111 Moved by: BOARD MEMBER, ROXIE RUTT

That the Green View FCSS Board authorize Administration to draft a letter to Sturgeon Lake Cree Nation Chief and Council, the Band Office, Health Center, and Senior Center, regarding the Valleyview Food Bank and Green View FCSS mandate and relationship.

CARRIED

Chair Perron called the meeting to recess at 10:59 am.

Chair Perron reconvened the meeting at 11:08 am.

#4 DELEGATES

4.0 DELEGATION

4.1 PACE- (Providing Assistance, Counselling, and Education)

Delegate Jackie Aiken from PACE entered the meeting room at 11:03 am.

Delegate Jackie Aiken from PACE exited the meeting room at 11:35 am.

MOTION: 16.12.112 Moved by: BOARD MEMBER, DAVE HAY

That Green View Family and Community Support Services Board accept the presentation from PACE- (Providing Assistance, Counselling, and Information) as information.

CARRIED

MOTION: 16.12.113 Moved by: BOARD MEMBER, DAVE HAY
That Green View Family and Community Support Services Board authorize Administration to provide PACE- (Providing Assistance, Counselling, and Education) funding in the amount of \$4,000 for their Community Support Training Program and \$11,000 to the Sexual Violence Awareness Program with funds to come from the Green View FCSS 2016 operating budget.

CARRIED

#6 NEW BUSINESS

6.3 FCSS COORDINATOR, ADULT

MOTION: 16.12.114 Moved by: BOARD MEMBER, TERESA PLONTKE
That the Green View FCSS Board accept the December 2016 Adult Coordinator's report as presented for information.

CARRIED

6.4 FCSS COORDINATOR, COMMUNITY RESOURCE CENTER

MOTION: 16.12.115 Moved by: BOARD MEMBER, ROXIE RUTT
That the Green View FCSS Board accept the December 2016 Community Resource Center Coordinator's report as presented for information.

CARRIED

6.5 FCSS COORDINATOR, SUPPORT

MOTION: 16.12.116 Moved by: BOARD MEMBER, TANYA BOMAN
That the Green View FCSS Board accept the December 2016 Support Coordinator's report as presented for information.

CARRIED

6.6 FCSS COORDINATOR, YOUTH

MOTION: 16.12.117 Moved by: BOARD MEMBER, DAVE HAY
That the Green View FCSS Board accept the December 2016 Youth Coordinator's report as presented for information.

CARRIED

#7
MEMBER REPORTS

7.1 CHAIR/MEMBER REPORTS

VICE CHAIR PLONTKE

- Attended the FCSSAA Conference in Edmonton and a Good Neighbour session at the conference

BOARD MEMBER BOMAN

- New to the Green View FCSS Board and looking forward to being part of the Board

BOARD MEMBER RUTT

- Attended the FCSSAA Conference

BOARD MEMBER HAY

- Looking forward being part of the Green View FCSS Board once again

BOARD MEMBER ROBIN MCCULLOUGH

- Attended the FCSSAA Conference
- Heard positive feedback about the Older Adult Information Day in Grovedale
- Recently held an AGM for the Community Club in Grovedale and the \$6300.00 donation toward rental fees in 2016 will need to be renegotiated with the new Grovedale Community Club Board for 2017.

CHAIR PERRON

- Attended the FCSSAA Conference

**#8
CORRESPONDENCE**

8.0 CORRESPONDENCE

8.1 CORRESPONDENCE REGARDING GUEST SPEAKERS

MOTION: 16.12.118 Moved by: BOARD MEMBER, ROXIE RUTT
That Green View FCSS Board Authorize administration to provide \$1000.00 to Ridgevalley School for Guest Speaker services from the 2017 Operational Budget.
CARRIED

#9 IN CAMERA

9.0 IN CAMERA CONFIDENTIAL ITEM

The next Green View FCSS Board Meeting will be tentatively scheduled for Wednesday, January 18, 2017 at 9:30am.

**#10
ADJOURNMENT**

10.0 ADJOURNMENT

MOTION: 16.12.119 Moved by: BOARD MEMBER , TANYA BOMAN
That this meeting adjourn at 12:05 pm.

CARRIED

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0
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www.mdgreenview.ab.ca

SUBJECT:	Family School Liaison Program Agreements		
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	Wednesday, January-18-2017	GM:	INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER: LDH

RELEVANT LEGISLATION:
Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board authorize administration to enter into an agreement with Peace Wapiti School Division and Grande Yellowhead School Division for the Family School Liaison Program.

MOTION: That Green View Family and Community Support Services Board rescind the FCSS School Liaison policy #5003.

BACKGROUND / PROPOSAL:

Green View FCSS provides annual funding to various school divisions to implement the Family School Liaison Program. Through this program, the School Division hires a Liaison worker to act as resource and provide a liaison between families and the school system in order to improve parent/school communications, and the child's social and in-school functioning. Currently there is no agreement in place for the funding of a Family School Liaison worker. Having a formalized agreement with school divisions would ensure expectations, funding amounts, and outcomes are clearly identified. If the Board authorizes administration to enter into agreements with school divisions, a policy regarding Family School Liaison is unnecessary and redundant.

OPTIONS / BENEFITS / DISADVANTAGES:

Option – The Board has the option to accept, modify, or deny entering into an agreement with the School Divisions.

Benefit – The benefits of a Family School Liaison Program Agreement is to ensure expectations of both parties are identified.

Disadvantages – There are no perceived disadvantages in entering an agreement with the school divisions for the Family School Liaison Program.

COSTS / SOURCE OF FUNDING: N/A

ATTACHMENT(S)

- Memorandum of Agreement
- FCSS School Liaison Policy #5003

MEMORANDUM OF AGREEMENT

BETWEEN

_____ **SCHOOL DIVISION**
 (Address)
 (hereinafter referred to as the "School Division")
OF THE FIRST PART

-And-

GREEN VIEW FAMILY and COMMUNITY SUPPORT SERVICES
 P.O. Box 1079, Valleyview, Alberta, T0H 3N0
 (hereinafter referred to as the "FCSS")
OF THE SECOND PART

RE: FAMILY SCHOOL LIAISON PROGRAM

WHEREAS, the _____ School Division and FCSS have agreed to participate in the funding of a Family School Liaison Program (hereinafter referred to FSLP).

WHEREAS, it is desirable that the Family School Liaison Program operate during the school year,

THEREFORE, the Parties to this Agreement, in consideration of the promises and mutual terms, covenants and conditions to be observed and performed by each party, agree as follows:

1. FCSS may contribute \$_____ annually toward the costs of operating the FSLP for the upcoming school year.
2. The School Division shall provide an invoice to FCSS prior to October 31 for the upcoming school year.
3. The School Division will provide administration, supervision, and liability insurance of all staff in relation to delivering the FSLP.
4. The School Division will ensure that the FSLP staff will be available and will provide services to schools within Greenview's boundaries.
5. Both parties agree that services funded by Green View FCSS shall not be delivered outside Greenview's boundaries.

6. The School Division shall submit to FCSS an annual outcomes report that will include, but not be limited to, the following: statistics, program outlines, results observed, challenges and program successes. FCSS reserves the right to withhold the FSLP funding if the required outcomes report is not submitted by June 1st of each year. Presentations to the Board may be requested on an annual basis.
7. This Agreement may be terminated by any Party at any time and for any reason by giving 60 days prior written notice to the other Party.
8. This Agreement may be amended by mutual consent in writing by both parties hereto.
9. This Agreement shall come into effect upon the signing thereof by both Parties and will remain in effect unless otherwise terminated in writing by either party.
10. For the purpose of giving notice under this Agreement, the addresses shall be:
 - a. For Family and Community Support Services:
 4707 – 50 Street, P.O. Box 1079
 Valleyview, Alberta
 T0H 3N0

- b. For the School Division:

_____ School Division

 _____, Alberta

On Behalf Of _____ School Division

 Signature

 Witness

 Print Name

 Print Name

 Date

 Date

On Behalf of Green View Family and Community Support Services

 Signature

 Witness

 Print Name

 Print Name

 Date

 Date

Title: FCSS SCHOOL LIAISON

Policy No: 5003

Approval: Council

Effective Date: November 26, 2013

Supersedes Policy No: (FC 04)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: Green View FCSS will endeavor to provide School Liaison programs in accordance with legislation as its funding will allow. Such programs will be limited to the urban and rural schools located within the MD of Greenview boundaries.

Purpose: To support communication within a school between parents, schools and teachers.

Principles:

1. FCSS will establish a School Liaison Program in schools throughout the Municipality and urban centers.

Regulations:

None.

Approved: 13.11.647

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0
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www.mdgreenview.ab.ca

SUBJECT:	Miscellaneous Grant Sponsorship Policy		
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	Wednesday, January-18-2017	GM:	INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER: LDH

RELEVANT LEGISLATION:
Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board adopt the Miscellaneous Grant Sponsorship Policy.

BACKGROUND / PROPOSAL:

Green View FCSS is requested by various community agencies to provide resources for miscellaneous special community projects. These partnership opportunities maybe of a financial nature, assistance with advertising or human resource support. Requests may be received with limited time frames for decisions and motions from the Board, therefore authorizing the FCSS manager to provide funding up to a maximum of \$300.00 per event would lead to efficient processes and ensure partnerships are supported.

OPTIONS / BENEFITS / DISADVANTAGES:

Option – The Board may decide a policy for Miscellaneous Grant Sponsorship is not warranted, or decide on a different amount.

Benefit – The benefits of a Miscellaneous Grant Sponsorship policy would ensure expediency in providing support to community partners.

Disadvantages – There are no perceived disadvantages in approving the Miscellaneous Grant Sponsorship Policy.

COSTS / SOURCE OF FUNDING:
N/A

ATTACHMENT(S)

- Miscellaneous Grant Sponsorship Policy

Title: Miscellaneous Grant Sponsorship

Policy No:

Effective Date:

Motion Number:

Supersedes Policy No: (None)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To authorize FCSS Manager to provide grant sponsorship to various community partners for miscellaneous special community projects which do not exceed \$300.00.

POLICY

1. Green View FCSS may partner with other community agencies to provide resources for miscellaneous special community projects, and those agencies will be encouraged to demonstrate how they will recognize FCSS as a partner. The FCSS manager will have the authority to provide a maximum of \$300.00 per event to community organizations to sponsor various events and or programs, as per annual budget approval.

PROCEDURE

1. Community partners may forward a letter to the FCSS Manager, outlining the intent of the community event and the type of partnership requested (staff time, advertising, food costs).

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www.mdgreenview.ab.ca

SUBJECT:	Managers' Report	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Wednesday, January-18-2017	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the January 2017 Managers report as presented for information.

BACKGROUND / PROPOSAL:

Monthly reports are provided to the Board for information.

OPTIONS / BENEFITS / DISADVANTAGES:

Option – The Green View FCSS Board has the option to accept or deny the report as presented.

Benefit – The benefit of accepting the report is to update the Board on services provided by the Manager.

Disadvantages – There are no perceived disadvantages in accepting the report as presented.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

January Managers report.



Managers Board Report – Regular FCSS Board Meeting January, 2017

- The HEART Team, together with the Alberta Council of Women’s Shelters is hosting “Breakfast with the Guys” on January 26 @ the Memorial Hall from 7-8:30. This free event is important in many ways as it is the first time Valleyview will host an event like this, and we hope to create enough interest that future actions will emerge from it. This event is not geared to blame or shame, but simply educate and create awareness as to how everyone can be part of the solution. The breakfast will be paid for by HEART, with funds coming from the Family and Community Safety grant we applied for last year.
- At the January interagency meeting, FCSS invited representatives from HIV North to provide a presentation on diversity with a focus on the LGBTQ population. The presentation covered vocabulary, ways to be an ally, homophobia, Gay Straight Alliances and a variety of statistics. The percentage of youth who fall under the LGBTQ umbrella is 1 in 10. There are currently no supports in Valleyview for these diverse populations, and having a presentation from HIV North was a great way to open up the dialogue in the community which was advertised and open to all community members.
- The 2017 FCSS Program Guide will be ready for distribution prior to months end, in addition the programs suitable for advertising in the community guide have been forwarded to the Town of Valleyview Recreation Department.
- Two Sparks Fly stationary bikes were dropped off at the Susa Creek School. The two teachers receiving the bikes into their classrooms were briefed on the purpose of the bikes and how they fit together with the MindUp curriculum they have recently begun to implement.
- The FCSS Manager will began a two year term on the FCSSAA Board with the first meeting to commence on January 13.

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SUBJECT:	Adult Coordinators Report	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Wednesday, January-18-2017	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the January 2017 Adult Coordinators report as presented for information.

BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

OPTIONS / BENEFITS / DISADVANTAGES:

Option – The Green View FCSS Board has the option to accept or deny the report as presented.

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

Disadvantages – There are no perceived disadvantages to accepting the report.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

January Adult Coordinators report.

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

- **Home Support** 62 clients (MD 36- VV 29)

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Home Support Clients	55	57	59	59	59	59	58	61	61	61	61	64

- **Wheels 4 Meals deliveries**

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
196	246	167	134	133	143	140	145	135	134	133	106	1812.0

- **Senior/Adult Support and Referral**

In the month of December I assisted 25 people with 33 different needs.

December 2016		Residence		
Support Needs	MD	VV	SL IR	
Other	5	1	1	
Referral to Other	0	1	1	
Ab Seniors Supports	0	1	2	
Canada Pension Plan	0	0	2	
Old Age Security/ GIS	0	1	4	
Death/ Wills (all)	0	0	1	
CRA Inquiry	1	0	0	
Elder Abuse Situation	0	0	0	
Home Support	3	1	0	
Commissioner/ Notary	2	3	3	
Monthly Total	11	8	14	

November 2016		Residence		
Support Needs	MD	VV	SL IR	
Other	11	5	0	
Referral to Other	2	2	0	
Ab Seniors Supports	4	5	1	
Canada Pension Plan	1	2	0	
Old Age Security/ GIS	4	3	5	
Death/ Wills (all)	3	0	0	
CRA Inquiry	1	1	1	
Elder Abuse Situation	0	0	0	
Home Support	3	5	0	
Commissioner/ Notary	9	5	3	
Monthly Total	38	28	10	

- **Caregiver Workshops**

Two Caregiver workshops ran in Dec, "Guilt, Shame and Regret" and "Merry Holidays". Attendance was up to 5 people and the feedback is great. Two more workshops are scheduled for January, "Organization" and "The Paper Dragon", in future we plan on holding a scheduled monthly workshop with various caregiver related materials.

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

December		Low Inc	GST	CCTB	#children	WITB	GIS	REFUND	TOTAL
0	0	3	\$ 655.00	\$ -	-	\$ -	\$ -	\$ 1,642.00	\$ 2,297.00

Senior	AISH	Low Inc	GST	CCTB	#children	WITB	GIS	REFUND	TOTAL
153	30	348	\$191,213.00	\$785,255.00	158	\$41,451.00	\$725,802.00	\$108,035.00	\$ 1,842,991.00
Total Returns									
531			2016						

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

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SUBJECT:	Community Resource Centre Coordinators Report		
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	Wednesday, January-18-2017	GM:	INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the January 2017 Community Resource Centre Coordinators report as presented for information.

BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

OPTIONS / BENEFITS / DISADVANTAGES:

Option – The Green View FCSS Board has the option to accept or deny the report as presented.

Benefit – The benefit of accepting the report is to update the Board on services provided by the Community Resource Centre Coordinator.

Disadvantages – There are no perceived disadvantages to accepting the report.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

January Community Resource Centre Coordinator report.



January 4, 2017

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

Stats Report for December 2016:

Green View FCSS Community Resource Center assisted a total of 441 client visits in the month of November.

The breakdown of December client visits can be seen below. As well, the year totals are highlighted in the chart below.

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support	45	70	59	70	57	73	63	69	61	95	79	52	793
Employment Supports	122	164	121	138	142	143	146	175	156	148	142	73	1670
Other Clients	106	154	260	226	188	221	206	286	247	221	220	152	2487
Total Clients Visits	273	388	440	434	387	437	415	530	464	464	441	277	4950
Residence Break Down:													
MD	83	123	103	88	87	121	125	198	81	130	109	66	1314
Sturgeon Lake	57	70	111	113	84	106	100	201	121	94	123	79	1259
Town	133	195	226	233	216	210	190	131	262	240	209	132	2377
New	21	26	21	29	21	44	32	36	21	29	20	10	310
Returning	252	362	419	405	366	393	383	494	443	435	221	267	4440
Total Clients Visits	273	388	440	434	387	437	415	530	464	464	441	277	4950

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

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

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	18	21	14	15	15	15	18	12	13	19	21	6	187
Employment Supports	24	45	12	14	20	19	30	23	12	39	19	10	267
Other Clients	41	57	76	59	52	87	77	96	56	72	69	50	792
Total Clients Visits	83	123	103	88	87	121	125	131	81	130	109	66	1247
Residence Break Down:													
MD	83	123	103	88	87	121	125	131	81	130	109	66	1247
New	7	14	7	10	5	9	5	17	3	11	11	4	103
Returning	76	109	96	78	82	112	120	114	78	119	98	62	1144
Total Clients	83	123	103	88	87	121	125	131	81	130	109	66	1247
Information and Referral Indicators As a result of Green View FCSS Information and Referral program, I know more about how to access the community resources I need.													
YES	83	123	103	88	87	121	125	131	81	130	109	66	1247
NO	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Social Issues Identified													
CFS	0	0	0	0	1	0	0	0	0	0	0	0	1
Food Bank	2	5	8	2	8	3	2	0	4	1	7	0	42
Mental health	6	4	4	4	1	3	1	3	5	1	9	14	55
Canadian Child Tax Benefits	0	0	0	0	0	0	0	0	0	0	0	0	0
AISH	2	0	1	2	1	0	0	2	0	2	0	0	10
Income Support	18	21	14	15	15	15	18	12	13	19	21	6	187
Alberta Adult/Child Health Benefit	4	3	1	0	1	2	3	2	0	1	1	0	18
Housing/ Heart River Housing	0	1	0	0	0	0	0	0	1	2	4	0	8
Service Canada	6	17	13	4	8	4	5	8	9	9	8	4	95
Seniors Information	6	3	2	2	0	8	3	20	5	11	13	4	77
Canada Revenue Agency	2	7	22	14	1	5	3	4	1	0	2	1	62
Employment Supports	24	45	12	14	20	19	30	23	12	39	19	10	267
Computer Class Participants & Inquires	19	12	0	4	2	0	0	0	4	4	1	1	47
Childcare subsidy	0	0	0	0	0	0	0	1	0	0	0	0	1
program inquires	4	5	10	3	0	20	19	20	12	9	4	4	110
Other questions/inquires	15	10	29	31	36	54	46	45	28	46	30	18	388
Gender													
Male	39	46	38	29	33	44	38	38	23	55	42	25	450
Female	44	77	65	59	54	77	87	93	58	75	67	41	797

The category “other” can represent clients coming in or phoning for directions, phone numbers, assistance with use of the computer, applications, or phone use for example. This month, some examples of the other category included information and applications for Santa’s Anonymous, numerous phone calls regarding “Food Hampers” and donations to the Valleyview Food Bank, assistance with passport applications, referrals to safety courses, and assistance with the National Defense website for a client accessing his medical records during time served in the Military.

Green View Family & Community Support Services
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The table below shows the breakdown of services provided for the Town of Valleyview residents.

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	25	47	42	55	42	46	29	40	45	66	53	38	528
Employment Supports	69	88	71	77	68	63	66	58	82	67	58	29	796
Other Clients	39	60	113	101	106	101	95	100	135	107	98	65	1120
Total Clients Visits	133	195	226	233	216	210	190	198	262	240	209	132	2444
Residence Break Down:													
Town	133	195	226	233	216	210	190	198	262	240	209	132	2444
New	12	6	12	17	14	31	23	14	16	17	8	5	175
Returning	121	189	214	216	202	179	167	184	246	223	201	127	2269
Total Clients Visits	133	195	226	233	216	210	190	198	262	240	209	132	2444
YES	133	195	226	233	216	210	190	198	262	240	209	132	2444
NO	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Social Issues Identified													
CFS	1	0	0	0	2	1	0	0	0	0	1	0	5
Food Bank	4	8	22	10	2	9	8	7	15	13	21	19	138
Mental Health	7	8	10	5	5	4	5	2	10	5	10	3	74
Canadian Child Tax Benefits	1	1	1	2	1	2	1	0	0	0	3	1	13
AISH	3	3	1	0	0	5	1	2	3	1	2	4	25
Income Support	25	47	42	55	42	46	29	40	45	66	53	38	528
Alberta Adult/Child Health Benefit	0	4	1	1	8	4	1	4	3	0	4	1	31
Housing/ Heart River Housing	2	4	5	2	0	6	1	2	3	6	10	2	43
Service Canada	5	9	8	8	10	2	5	8	20	25	16	12	128
Seniors Information	3	1	2	3	4	13	10	12	10	13	5	0	76
Canada Revenue Agency	4	8	58	48	13	4	6	10	8	2	0	2	163
Employment Supports	69	88	71	77	68	63	66	58	82	67	58	29	796
Computer Class Participants & Inquires	16	13	0	0	4	0	0	0	9	7	2	2	53
Childcare subsidy	0	2	0	0	0	0	0	0	0	0	0	0	2
program inquires	1	4	3	8	1	4	3	11	20	14	6	1	76
Other questions/inquires	13	35	31	38	55	61	59	54	59	45	41	28	519
Gender													
Male	59	80	101	95	105	110	93	85	95	94	81	60	1058
Female	74	115	125	138	111	100	97	113	167	146	128	72	1386

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

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	2	2	3	0	0	12	16	17	3	10	5	8	78
Employment Supports	29	31	38	47	54	61	50	94	62	42	65	34	607
Other Clients	26	37	70	66	30	33	34	90	56	42	53	37	574
Total Clients Visits	57	70	111	113	84	106	100	201	121	94	123	79	1259
Residence Break Down:													
Sturgeon Lake	57	70	111	113	84	106	100	201	121	94	123	79	1259
New	2	6	2	2	2	4	4	5	2	1	1	1	32
Returning	55	64	109	111	82	102	96	196	119	93	122	78	1227
Total Clients	57	70	111	113	84	106	100	201	121	94	123	79	1259
Information and Referral Indicators As a result of Green View FCSS Information and Referral program, I know more about how to access the community resources I need.													
YES	57	70	111	113	84	106	100	201	121	94	123	79	1259
NO	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Social Issues Identified													
CFS	0	0	0	0	1	0	0	0	0	0	0	0	1
Food Bank	0	0	0	0	0	0	0	2	0	1	2	5	10
Mental Health	0	3	3	3	0	3	0	1	3	0	1	2	19
Canadian Child Tax Benefits	0	1	0	0	0	0	0	0	0	1	0	0	2
AISH	1	1	5	2	0	12	3	2	0	0	3	1	30
Income Support	2	2	3	0	0	12	16	17	3	10	5	8	78
Alberta Adult/Child Health Benefit	1	0	0	0	0	2	0	1	0	1	0	0	5
Housing/ Heart River Housing	0	0	1	0	0	0	1	1	0	1	2	0	6
Service Canada	11	3	6	4	1	4	2	5	15	6	5	2	64
Seniors Information	0	0	1	3	0	2	0	3	6	3	1	3	22
Canada Revenue Agency	5	14	44	34	14	5	8	14	3	1	8	0	150
Employment Supports	29	31	38	47	54	61	50	94	62	42	65	34	607
Computer Class Participants & Inquires	1	0	0	0	5	0	0	0	8	2	0	0	16
Childcare subsidy	0	0	0	0	0	0	0	0	0	2	0	0	2
program inquiries	3	2	1	2	0	0	3	2	9	10	4	1	37
Other questions/inquires	13	15	16	19	19	25	22	49	33	19	33	21	284
Gender													
Male	29	36	53	50	52	64	56	83	61	51	68	29	632
Female	28	34	58	63	32	42	44	118	60	43	55	50	627

The Community Resource Center assisted 277 clients in December. Clients continue to access services to fax and photocopy documentation for Alberta Works, and speak to their workers by phone.

Employment supports occur daily and assistance with other applications such as Employment Insurance, Social Insurance Numbers, Food Bank and Heart River Housing.

While clients visits did decrease in December, numbers of clients continuing to access Mental Health services and Food Bank services only slightly decreased from Novembers totals. Assistance with AISH applications and with Service Canada such Employment Insurance claims continue to be a much needed support. The Resource Center also assists clients with programming information and sign up for various Green View FCSS programs and referrals to other community organizations such as Parent Link, Victim's Assistance, Valleyview Recreation Department, WJS, MITTA, Native Counselling, and Alberta Health Services. Computer Basics classes are set to begin on January 19th, and will run for 6 weeks. These classes will cover beginner to intermediate level topics including email set up and use, file management and safety on the internet.

Respectfully submitted,
Corinne D'Onofrio

Green View Family & Community Support Services
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www.mdgreenview.ab.ca

SUBJECT:	Support Coordinators Report	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Wednesday, January-18-2017	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the January 2017 Support Coordinators report as presented for information.

BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

OPTIONS / BENEFITS / DISADVANTAGES:

Option – The Green View FCSS Board has the option to accept or deny the report as presented.

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

Disadvantages – There are no perceived disadvantages.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

January Support Coordinator report.



January 5th, 2017

TO: Lisa Hannaford

FROM: Beverly Osborne, Support Coordinator

SUBJECT: January Coordinator's Report

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

1. Assisted 178 of 277 clients during the month of December.
2. 1-2 women per week, accessed the support program: WEB (Women Embracing Balance).
3. Administrative PD topic discussions took place on December 14th in preparation for the workshop in February.
4. Finding Our Voices, a peer support group for women began on January 16th with 8 women registered.
5. Growth Circle a peer support group for women who have experienced domestic abuse, began on January 16th with 10 women registered.
6. 1 of 4 articles was written and submitted to Town & Country Newspaper in January. The article addressed mental health and the programs offered through Green View FCSS that may support these issues.

Respectfully Submitted:

B. Osborne

Green View Family & Community Support Services
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SUBJECT:	Youth Coordinators Report	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Wednesday, January-18-2017	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the January 2017 Youth Coordinators report as presented for information.

BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

OPTIONS / BENEFITS / DISADVANTAGES:

Option – The Green View FCSS Board has the option to accept or deny the report as presented.

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

Disadvantages – There are no perceived disadvantages in accepting the report.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

January Youth Coordinator report.



January 9, 2017

TO: Lisa Hannaford

FROM: Bretley Dunn, Coordinator, Youth

SUBJECT: January Coordinator's Report

Programs continuing in January, 2017:

- St. Stephen's:
 - MindUp!: Grade 3 and Grade 6.
 - WhyTry?: Grade 5-- *Program teaches that although making good choices can be difficult, doing so results in more opportunity, freedom, and self-respect.*
 - I Can Handle Anger: Two classes of Grade 2 students. *Program teaches students how to recognize their anger and deal with it in healthy ways.*
 - Hands are not for Hitting: Grade 1. *Program helps students gain restraint skills.*

Programs beginning in January, 2017:

- Oscar Adolphson:
 - I Can Handle Anger: Two classes of Grade 2 students.
 - Hands are Not for Hitting: Two classes of Grade 1 students.
- Hillside High School:
 - SKILLS: Two Grade 8 classes. *This program educates students about healthy relationships and provides them with factual information equipping them to resist pressure to become sexually involved before they are ready.*
- Ridgevalley School:
 - SKILLS: Grade 8.
 - I Can Handle Anger: Grade 2.
 - Hands are Not for Hitting: Grade 1.
 - MindUp!: Grade 3.

Successes:

In December I was able to participate in the Greenview Y-Squad Conference as an adult leader. This consisted of a leadership workshop for grade 5/6 students from within Greenview (Ridgevalley, Valleyview, and Grovedale) where each school learned how to use their talents and interests to bring about positive change in their communities. I continue to act as a support for teams as they move forward with their projects.

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I was also privileged to present as a speaker at the Parent Link Centre for one of their monthly Lunch and Learn events. The topic I spoke on was stress and anxiety in children, with much information provided from Brenda Peat-Dunbar, a Registered Psychologist who does much work with children. Some content was not applicable to parents of such young children but overall the information was well received and was able to provide an opportunity for dialogue about mental health.

Respectfully Submitted,
Bretley Dunn

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