



## REGULAR BOARD MEETING AGENDA

June 21, 2017

9:30am

Meeting Room  
Green View FCSS Building

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#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Regular Green View Family and Community Support Services Meeting minutes held April 19, 2017 – to be adopted.	1
		3.2 Business Arising from the Minutes	
#4	DELEGATION	4.1 Senior's Outreach	5
		4.2 Suicide Prevention Resource Center	20
#5	OLD BUSINESS		
#6	NEW BUSINESS	6.1 Inter-Generational Healing Program	38
		6.2 Caring Dads Program	41
		6.3 Sparks Fly Stationary Bikes	48
		6.4 Rent Smart	52
		6.5 Northlands School Division School Liaison	59
		6.6 FCSS Manager Report	64
		6.7 FCSS Coordinator, Adult	72
		6.8 FCSS Coordinator, Community Resource Center	76
		6.9 FCSS Coordinator, Support	83
		6.10 FCSS Coordinator, Youth	87
#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, April 19, 2017

**# 1:** Chair Perron called the meeting to order at 9:33 am.  
**CALL TO ORDER**

<b>PRESENT</b>	Chair, Member at Large, Greenview	Roxanne Perron
	Vice Chair, Member at Large, Town of Valleyview	Teresa Plontke
	Board Member, Greenview Councillor	Dave Hay
	Board Member, Member at Large, Greenview	Trina Parker-Carroll
	Board Member, Town of Valleyview Councillor	Tanya Boman
	Board Member, Greenview Councillor	Roxie Rutt
<b>ATTENDING</b>	FCSS Manager	Lisa Hannaford
	Recording Secretary	Corinne D'Onofrio
	Communications Specialist	Adrian Petrilli
<b>ABSENT</b>	Board Member, Member at Large, Greenview	Robin McCullough

**#2:** **2.0 GREEN VIEW FCSS AGENDA**  
**AGENDA**  
**MOTION: 17.04.40** Moved by: BOARD MEMBER, ROXIE RUTT  
 That the April 19, 2017 agenda be adopted with the addition:  
 -PACE Income Statement 04/01/16 to 03/31/17

CARRIED

**#3.1 REGULAR MEETING MINUTES** **3.1 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES**  
**MOTION: 17.04.41** Moved by: BOARD MEMBER , TANYA BOMAN  
 That the Minutes of the Regular Green View FCSS Meeting held on Wednesday, March 15, 2017 be adopted with the change:  
 - Correction from Vice Chair Trina Parker-Carroll to Member Trina Parker-Carroll

CARRIED

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

**#4 DELEGATES** **4.0 DELEGATION**

Delegate Jackie Aitken entered the meeting room at 10:11am.  
 Delegate Jackie Aitken exited the meeting at 10:34am.

Chair Perron called the meeting to recess at 10:35am.  
 Chair Perron reconvened the meeting at 10:38am.

**4.1 PACE MOTION: 17.04.42** Moved by: VICE CHAIR, TERESA PLONTKE

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

CARRIED

**MOTION: 17.04.43** Moved by: BOARD MEMBER, ROXIE RUTT

That Green View Family and Community Support Services Board authorize administration to provide PACE (Providing Assistance, Counselling & Information) \$17,000.00 for the Sexual Violence Awareness Program and Community Support Training Program, with funds to come from the 2017 operational budget.

CARRIED

**#5 OLD BUSINESS**

**5.0 OLD BUSINESS**

**#6.0  
NEW BUSINESS**

**6.0 NEW BUSINESS**

**6.1 FCSS MANAGER REPORT**

**MOTION: 17.04.44** Moved by: VICE CHAIR, TERESA PLONTKE

That the Green View FCSS Board accept the April 2017 Manager's report as presented for information.

CARRIED

**6.2 FCSS COORDINATOR, ADULT**

**MOTION: 17.04.45** Moved by: BOARD MEMBER , TANYA BOMAN

That the Green View FCSS Board accept the April 2017 Adult Coordinator's report as presented for information.

CARRIED

**6.3 FCSS COORDINATOR, COMMUNITY RESOURCE CENTER**

**MOTION: 17.04.46** Moved by: BOARD MEMBER, TRINA PARKER-CARROLL

That the Green View FCSS Board accept the April 2017 Community Resource Center Coordinator's report as presented for information.

CARRIED

**6.4 FCSS COORDINATOR, SUPPORT**

**MOTION: 17.04.47** Moved by: BOARD MEMBER, ROXIE RUTT

That the Green View FCSS Board accept the April 2017 Support Coordinator's report as presented for information.

CARRIED

## **6.5 FCSS COORDINATOR, YOUTH**

**MOTION: 17.04.48** Moved by: BOARD MEMBER, DAVE HAY

That the Green View FCSS Board accept the April 2017 Youth Coordinator's report as presented for information.

CARRIED

### **#7 MEMBER REPORTS**

## **7.1 CHAIR/MEMBER REPORTS**

### **VICE CHAIR PLONTKE**

- Had no report at this time

### **BOARD MEMBER PARKER-CARROLL**

- Will be assisting with referrals to a Mother Daughter Circle

### **BOARD MEMBER BOMAN**

- The Town of Valleyview and partners are installing crosswalk lights on the highway crosswalk in front of the Valleyview hospital

### **BOARD MEMBER HAY**

- Had no report at this time

### **BOARD MEMBER RUTT**

- Trails in Ridgevalley are in the process of being completed

### **CHAIR PERRON**

- Enquired about Special Needs assistance, with reference to issues such as wheel chair accessibility and employment opportunities, within the Town of Valleyview

### **#8 CORRESPONDENCE**

## **8.0 CORRESPONDENCE**

-no correspondence was presented

### **#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, June 21, 2017 at 9:30am.

**#10  
ADJOURNMENT**

**10.0 ADJOURNMENT**

**MOTION: 17.04.49** Moved by: BOARD MEMBER , TANYA BOMAN  
That this meeting adjourn at 12:16 pm.

CARRIED

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F.C.S.S. MANAGER

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F.C.S.S. CHAIR

## REQUEST FOR DECISION

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SUBJECT: **Delegation- Seniors Outreach**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: June 21, 2017

GM:

MANAGER: **LDH**

DEPARTMENT: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES

PRESENTER: **LDH**

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RELEVANT LEGISLATION:

**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:

**MOTION: That Green View Family and Community Services Board accept the presentation from Seniors Outreach as information.**

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BACKGROUND/PROPOSAL:

Seniors Outreach is a “One Stop Shop for Seniors” based in Grande Prairie. This agency offers up to date information on resources available to seniors, caregivers, professionals or anyone with an interest pertaining to seniors.

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BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting this presentation is to update the Board on services provided by Seniors Outreach.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages in accepting the presentation.

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ALTERNATIVES CONSIDERED:

N/A

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FINANCIAL IMPLICATION:

N/A

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STAFFING IMPLICATION:

N/A

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PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 framework for public consultation.

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### **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.

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**FOLLOW UP ACTIONS:**

N/A

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**ATTACHMENT(S):**

N/A

## REQUEST FOR DECISION

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SUBJECT: **Seniors Outreach Grant Request**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: June 21, 2017

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

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RELEVANT LEGISLATION:

**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:

**MOTION: That Green View Family and Community Support Services Board authorize Administration to provide Seniors Outreach funding in the amount of \$25,000.00 with funds to come from the 2017 operating budget.**

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BACKGROUND/PROPOSAL:

Seniors Outreach provides a variety of services to Greenview residents including information on grants, income tax and pensions. Green View Family and Community Support Services has funded Seniors Outreach in the past, providing \$17,500.00 in 2015 and \$25,000.00 in 2016. This organization also provides information on senior's issues during the Older Adult Information Day.

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BENEFITS OF THE RECOMMENDED ACTION:

The benefit of funding Seniors Outreach is that the group will be able to continue to provide services and valuable support to Greenview residents.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to funding Seniors Outreach.

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ALTERNATIVES CONSIDERED:

**Alternative #1** The Green View Family and Community Support Services Board may choose to deny or alter the funding amount. Administration is recommending that the Board supports Seniors Outreach as they provide valuable services to numerous Greenview residents. Without Seniors Outreach there may be a void created affecting Greenview residents.

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FINANCIAL IMPLICATION:

Direct Costs: \$25,000.00 to come from the 2017 operating budget g/l 6-36-366-000-6202

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STAFFING IMPLICATION:

N/A

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PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

Once Green View Family and Community Support Services Board makes a decision a follow up letter will be sent to Seniors Outreach.

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ATTACHMENT(S):

- Grant application form
- Budget
- Pie chart



MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

JUN - 5 2017

VALLEYVIEW

SCANNED

9

Green View FCSS  
Municipal District of Greenview No.16  
Box 1079, Valleyview, AB T0H 3N0  
Phone: 780.524.7603 Fax: 780.524.4130

## GREEN VIEW FCSS GRANT APPLICATION

### ORGANIZATION INFORMATION

**Name of Organization**

Grande Prairie And Area Council On Aging - Seniors Outreach

**Address of Organization**

#102, 9905 - 101 Avenue  
Grande Prairie, AB T8V 0X7

**Contact Name**

Anne Repetowski, Interim Director

**Phone Number**

780-539-6255

**Purpose of Organization**

The purpose of the Seniors Outreach Program is to provide assistance for seniors with what ever need they may have. Seniors Outreach is a "One Stop Shop for Seniors". We offer up to date information and resources available for seniors, caregivers, professionals or anyone with an interest pertaining to seniors.

Is your organization non-profit? yes ☒ no ☐

Does your organization have a charitable status? yes ☒ no ☐

### Applicant's Information

Name Anne Repetowski

Position Interim Director

Address #102, 9905 - 101 Avenue, Grande Prairie, AB T8V 0X7

Phone Number (H) (W) 780-539-6255 (C)

E-mail address Anne@seniorsoutreachgp.com

Signature

Date

Please attach additional documentation that supports your application and include work description or details, other funds source, event or program timeline, estimates, a detailed budget, expected results and benefits to the Municipality in relation to this project.

**By signing this application, I/we concur with the following statements:**

- \* The grant application is complete and includes all supporting documentation, including most recent financial statements based on legislative requirements of our organization, balance sheet, current bank balances and current year detailed operating budget.
- \* The grant shall be used for only those purposes for which the application was made. If the original grant application or purposes for which the grant requested have been modified by the Green View FCSS board; the grant will be used for those varied purposes only.
- \* The organization will provide a written outcomes report to the Green View FCSS office, along with an expense report, within 30 days of completion of the grant.
- \* The organization agrees to submit to an evaluation of the project related to the grant.
- \* The organization will return any unused portion of the grant funds to Green View FCSS or to request approval from the FCSS Board to use the funds for an optional project.





## GRANT INFORMATION

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### Total Amount Requested

\$25,000.00

*Please note for all grant applications over \$2,500, the applicant must make a presentation to the FCSS Board.*

### Proposed Project

To offer the Seniors Outreach program to Grande Prairie and Area. To give information and support to Valleyview and area. To collaborate with FCSS, Homecare, Clients, Senior's and their families and anyone who has an invested interest in assisting a senior to receive up to date information on pensions, grants, and all benefits available to them. To help keep them independent and accessing all the benefits and information available to them. When a client is in crisis we help to problem solve with them to alleviate the problem.

Increase funding so that we are able to move into a more suitable premises. This will allow us to better support the increasing number of seniors looking for knowledge, information and assistance. Presently we have outgrown our current location and must increase our office space to provide additional confidential work space to work with clients. At the current pricing we are looking at \$1000.00 a month more to increase by two offices and a larger reception area to accommodate the number of clients we are seeing.





How will this project be preventative in nature?

We have found that by keeping seniors informed on all the benefits available to them, that they are able to stay independent and in their own homes longer. We have found that seniors are less stressed and relieved when there are benefits and agencies to help them with their questions and needs.

By being a resource for seniors, their families, caregivers and support agencies, we are able to help seniors navigate the available pensions, grants and programs available to assist them in remaining independent and their own homes longer. We have tried to help alleviate the stress of unfamiliar paperwork and apprehension of 'government paperwork' - people do not want to fill out their forms incorrectly.





Who will be served by the project/ program and how many people do you expect will attend this event (if relevant)?

The Seniors Outreach program is open to anyone that needs the information or services provided to help seniors. It may be seniors, family members, caregivers, support workers and the public.

How will this program benefit the community?

This program is very much a benefit to the community as it helps seniors to be informed and receiving all the benefits, grants, support and information that is available, this allows them to make decisions that assist them to remain as independent as possible. When a senior feels happy, heard and supported they tend to participate in creating a healthy vibrant community around them, and by doing so the circle is completed, both the Senior and the community prosper.





How will you recognize the contribution from Green View FCSS to your organization and in the community?

We continue to note the contribution of FCSS funds at every opportunity. We have acknowledgment in our brochures and any printed publications that we make up. We have acknowledged Green View FCSS as a funder on our web page. And of course, word of mouth to our clients and at presentations to the community.

How will this program be measured for success?

Feedback from seniors, clients, caregivers and people that have used this program indicates that it has made a difference in their lives to have information and assistance needed. Seniors were surveyed over and over again, and firstly they want good medical and hospital care, next was safe and affordable housing, and thirdly to have One Place to go to have their questions and needs met. We are able to help with that need.

In 2016:

<> we saw 2629 clients at least once. Of those 630 were new clients to our office.

<> we had over 4485 people recorded as walking through our door (our busiest months with over 400 people were March, April, June, July, and August). And we also responded to over 4000 phone calls (our quietest months with less than 300 phone calls were January, February, and December).





## ADDITIONAL INFORMATION

Have you previously applied for a grant from the Green View FCSS grants program?

yes ☒ no ☐

List the year, amount and purpose of the last two grants your organization has received from the Green View FCSS Grants Program:

1. Grant Amount \$25,000.00

Year grant was received 2016

Purpose of Grant

Did you provide an expense report?

yes ☒ no ☐

Seniors Outreach Program - to help with increased office expenses so that we could increase office space.

2. Grant Amount \$ 17,500.00

Year grant was received 2015

Purpose of Grant

Did you provide an expense report?

yes ☒ no ☐

Seniors Outreach Program - staff wages

Have you applied for grant funds from sources **other** than the Green View FCSS grants program?

yes ☒ no ☐

Have you received grant funds from sources other than the Green View FCSS grants program?

yes ☒ no ☐

If yes, please describe when, who, purpose and amount.

Please see attached budget:

FCSS City of Grande Prairie

FCSS County of Grande Prairie No. 1

United Way Alberta Northwest (unfortunately we had a decrease in funding from the United Way as they did not meet their fundraising goals).

**IMPORTANT:** Save a copy of your application before you print or submit it. This form will reset after printing and/or submitting your application.

**PLEASE ATTACH EXPENSE REPORT WITH YOUR APPLICATION**

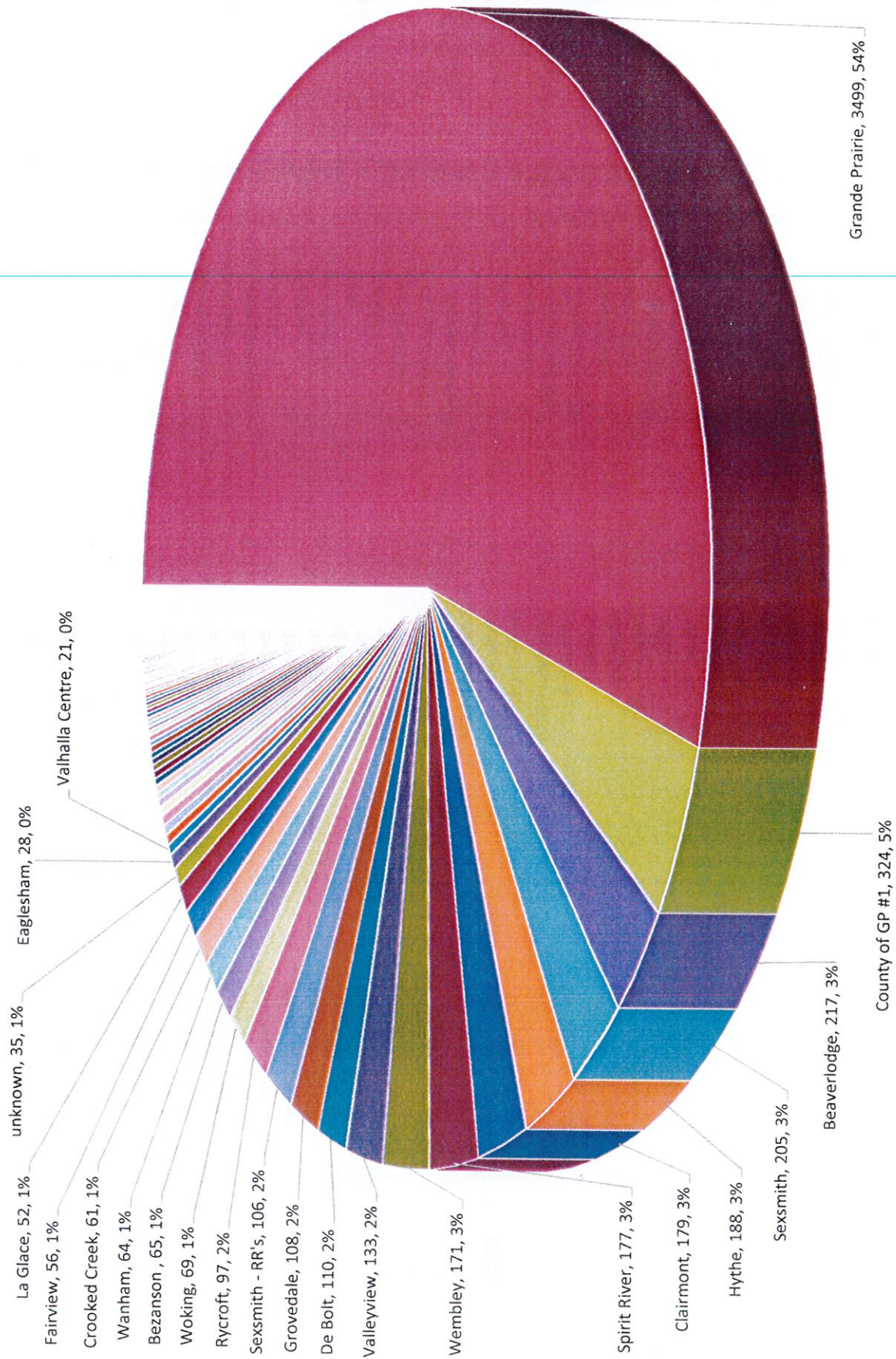
2016 -PROPOSED-Seniors Outreach	2015	2015	2016	2017
	Proposed	Actual	Proposed	Proposed
<b>SO REVENUE:</b>				
FCSS - City	\$ 135,000.00	\$ 135,000.00	\$ 141,750.00	\$ 148,838.00
FCSS - Countyof GP #1	\$ 25,000.00	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00
MD of Greenview	\$ 17,500.00	\$ 17,500.00	\$ 25,000.00	\$ 25,000.00
Rotary Club -Cash & Camping / etc.	\$ 5,000.00	\$ 1,654.88	\$ 5,000.00	\$ 5,000.00
Donations	\$ 30,000.00	\$ 36,720.00	\$ 30,000.00	\$ 30,000.00
Army Navy & Airforce	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
Service Club donations	\$ 1,000.00	\$ 7,876.00	\$ 2,000.00	\$ 2,000.00
Community Foundation	\$ 3,000.00	\$ 5,050.00	\$ 3,000.00	\$ 3,000.00
MOW Admin Support	\$ 15,000.00	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00
United Way	\$ 38,000.00	\$ 30,201.16	\$ 30,000.00	\$ 32,000.00
GST Refund		\$ -	\$ 600.00	\$ 600.00
casino		\$ -	\$ 30,000.00	
Interest	\$ 42.00	\$ 43.98	\$ 40.00	\$ 40.00
<b>TOTAL SO REVENUE:</b>	<b>\$ 270,542.00</b>	<b>\$ 279,046.02</b>	<b>\$ 313,390.00</b>	<b>\$ 292,478.00</b>
<b>SO EXPENSES:</b>				
Rent	\$ 10,000.00	\$ 12,978.00	\$ 24,000.00	\$ 36,000.00
Utilities - Telephone	\$ 6,000.00	\$ 5,156.34	\$ 6,000.00	\$ 6,000.00
Supplies / Office Expense	\$ 5,000.00	\$ 5,925.44	\$ 5,000.00	\$ 5,000.00
Bank Charges	\$ 150.00	\$ 44.66	\$ 150.00	\$ 150.00
Wages	\$ 211,000.00	\$ 218,775.84	\$ 219,000.00	\$ 225,000.00
UIC Expense	\$ 4,000.00	\$ 4,427.15	\$ 4,100.00	\$ 4,200.00
CPP Expense	\$ 8,000.00	\$ 8,067.92	\$ 8,300.00	\$ 8,500.00
Health Plan	\$ 3,600.00	\$ 1,965.43	\$ 4,100.00	\$ 4,100.00
Seminar / Conference / Workshops	\$ 5,000.00	\$ 2,906.55	\$ 5,000.00	\$ 5,000.00
Subscriptions / Publications / Memberships	\$ 200.00	\$ 75.00	\$ 200.00	\$ 200.00
Advertising / Promotions / Volunteer Expense	\$ 3,000.00	\$ 4,397.87	\$ 3,000.00	\$ 3,000.00
Annual Return (accounting & audit)	\$ 2,500.00	\$ 2,336.25	\$ 2,500.00	\$ 2,500.00
Postage	\$ 250.00	\$ 181.95	\$ 250.00	\$ 250.00
Janitorial Exp	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
Insurance	\$ 1,100.00	\$ 1,042.38	\$ 1,200.00	\$ 1,300.00
client subsidies	\$ 2,000.00		\$ 2,000.00	\$ 2,000.00
Miscellaneous				
<b>TOTAL SO EXPENSES:</b>	<b>\$ 265,400.00</b>	<b>\$ 271,880.78</b>	<b>\$ 288,400.00</b>	<b>\$ 306,800.00</b>

\*Note Casino 2016 - Every 3 years



2016 New Clients	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	totals
Atikameg		1	1										2
Bay Tree		1							1				2
Beaverlodge	5	2	2	3	2		2				1		17
Berwyn		2								3			5
Bezanson		2	2				1						5
Bluesky					1								1
Bonanza							2			2			4
Calgary				1				1					2
Cedar Wood Park											2		2
Clairmont			2		3		3		3	2	2	2	17
Cleardale	2		2	1									5
<i>closed/deceased</i>		1		1									2
Crooked Creek		2			1								3
De Bolt	1	2	5	2		2	1	2					15
Eaglesham		1											1
Edson									1				1
Fairview					2			1	1		2		6
Falher	2			1	1								4
Fort Saskatchewan			2							1			3
Gift Lake							2		2				4
Goodfare								1					1
Grande Cache			3								1		4
Grande Prairie	24	20	35	43	35	18	23	29	25	26	25	16	319
Grande Prairie County	10	7	4	2	6	4	3		3	5	5	3	52
Grovedale	2			1						3	2	4	12
High Level											2		2
High Prairie				1									1
Hines Creek		2											2
Hythe			1	1	3		2	2	2		3		14
John Dor Prairie								1					1
La Crete								2			2		4
La Glace		1		2									3
McLennon										1			1
Peace River	1	1											2
Red Deer					1						1		2
Pouce Coupe					1								1
Rycroft		5	2				1	1					9
Sexsmith	2	1	9	7		3					3	5	30
Sexsmith - RR		1			2								3
Sherwood Park			2										2
Spirit River		3		1	1	2	2			1		1	11
St. Johns NB				1									1
<i>unknown</i>					2								2
Valleyview		2	4				2	1	1				10
Wanham	2		3		1	4							10
Watino			1										1
Wembley		2	1	7		3	2	2		2	1		20
Whitelaw									1				1
Woking											4		4
Worsley			2			2							4
<i>monthly total</i>	51	59	83	75	62	38	46	43	40	46	56	31	630

# Seniors Outreach Clients to 31 December 2016





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	to 31 December 2015	2014 yr total	New Clients 2015 Yr total	New Clients 2016 yr total
125	Valleyview	137	11	10
98	De Bolt	101	6	15
96	Grovedale	90	16	12
62	Crooked Creek	64	6	3
11	Calais	11	2	0
8	Fox Creek	9	0	0
4	Little Smoky, AB	4	0	0
	Atikameg			2
404	Total	439	41	42
16	Grande Cache	23	3	4

NOTE: This total reflects confirmed addresses in the towns and hamlets within the MD, we are unsure how many people are under different mailing areas - for example mail in Grande Cache.



## REQUEST FOR DECISION

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SUBJECT: **Delegation-Suicide Prevention Resource Centre**  
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD  
REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: June 21, 2017  
GM: MANAGER:LDH  
DEPARTMENT: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES  
PRESENTER:LDH

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RELEVANT LEGISLATION:  
**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:  
**MOTION: That the Green View Family and Community Support Services Board accept the presentation from the Suicide Prevention Resource Centre as information.**

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BACKGROUND/PROPOSAL:  
The Suicide Prevention Resource Centre's mission is to prevent/reduce suicidal behavior and its effects by promoting positive alternatives and providing support. Services are delivered in the areas of suicide prevention, intervention and bereavement.

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BENEFITS OF THE RECOMMENDED ACTION:  
The benefit of accepting the presentation is to update the Board on services provided by the Suicide Prevention Resource Centre.

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

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ALTERNATIVES CONSIDERED:  
N/A

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FINANCIAL IMPLICATION:  
N/A

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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.

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**FOLLOW UP ACTIONS:**

N/A

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**ATTACHMENT(S):**

None

## REQUEST FOR DECISION

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SUBJECT: **Suicide Prevention Resource Centre Grant Request**

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

MEETING DATE: June 21, 2017  
GM: MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES  
PRESENTER:LDH

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RELEVANT LEGISLATION:  
**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:

**MOTION: That Green View Family and Community Support Services Board authorize Administration to provide the Suicide Prevention Resource Centre funding in the amount of \$6000.00 for the Breakfast Club Program and \$7000.00 to the Tough Enough To Talk About it Program, with funds to come from the 2017 operating budget.**

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BACKGROUND/PROPOSAL:

Green View Family and Community Support Services has supported the Suicide Prevention Resource Centre programs in the past. In both 2015 and 2016, the Breakfast Program received \$6000.00, and the Tough Enough To Talk About It Program received \$7000.00. Green View Family and Community Support Services, as well as schools and businesses within the municipality, continue to refer clients to the above programs and receive in-services and informational supports from them.

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BENEFITS OF THE RECOMMENDED ACTION:

The benefit of approving the request is to support Greenview residents who utilize the Suicide Prevention Resource Centre's services.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages in approving the request.

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ALTERNATIVES CONSIDERED:

**Alternative #1:** The Green View Family and Community Support Services Board may choose to deny or alter the funding amount. This option is not recommended as the Board budgeted \$13,000.00 for the Suicide Prevention Resource Centre in anticipation of the request, ensuring the residents of Greenview are supported if they require services from this agency.

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FINANCIAL IMPLICATION:

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Direct Costs: \$13,000.00 to come from the 2017 operating budget g/l 6-36-366-000-6202

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STAFFING IMPLICATION:

N/A

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PUBLIC ENGAGEMENT LEVEL:

**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.

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FOLLOW UP ACTIONS:

Once Green View Family and Community Support Services Board makes a decision a follow up letter will be sent to the Suicide Prevention Resource Centre.

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ATTACHMENT(S):

- Grant Application
- Outcome Reports
- 2016 Budget

# **GREEN VIEW FCSS GRANTS PROGRAM**

## **Guidelines and Eligibility Criteria**

Grants applications are accepted by the Green View FCSS Board between July 1<sup>st</sup> and August 31<sup>st</sup> of each year.

### **Eligibility**

To qualify for support under this program, the proposed project shall be preventive in nature in order to:

- ➔ Enhance, strengthen and stabilize family and community life;
- ➔ Improve the ability of persons to identify and act on their own social needs;
- ➔ Help avert family or community social breakdown;
- ➔ If early symptoms of a social breakdown appear; help prevent the development of a crisis that may require major intervention or rehabilitative measures; or
- ➔ Promote, encourage and facilitate voluntarism and the use of volunteers.

### **Ineligibility**

Projects are not eligible for support if they:

- ➔ Primarily provide for the recreation needs or leisure time pursuits of individuals;
- ➔ Are primarily rehabilitative in nature;
- ➔ Offer direct financial assistance to sustain individuals or families; or
- ➔ Duplicate existing services in the community.

### **Reporting Requirements**

Grant recipients are required to submit a final expense and outcomes report that shall consist but not be limited to the following:

- a) Project objectives and outcomes achieved.
- b) Number of volunteer hours.
- c) Detailed accounting of grant funds.
- d) Applicable statistics.

Expenses and outcomes reports must be submitted to Green View FCSS annually or within 30 days of the completion of the program/project. Failure to submit the appropriate documentation may lead to the organization being ineligible to apply for future grant funding.

Successful grant applicants will be required to only utilize the grant funding for the purposes intended unless authorized in writing by the Green View FCSS Board.



## GREEN VIEW FCSS GRANT APPLICATION

### ORGANIZATION INFORMATION

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Name of Organization

Address of Organization

Contact Name

Phone Number

Purpose of Organization

Is your organization non-profit? **yes** **no** Does your organization have a charitable status? **yes** **no**

### Applicant's Information

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Name

Position

Address

Phone Number (H) (W) (C) E-mail address

Signature

Date

**Please attach additional documentation that supports your application and include work description or details, other funds source, event or program timeline, estimates, a detailed budget, expected results and benefits to the Municipality in relation to this project.**

***By signing this application, I/we concur with the following statements:***

- \* The grant application is complete and includes all supporting documentation, including most recent financial statements based on legislative requirements of our organization, balance sheet, current bank balances and current year detailed operating budget.
- \* The grant shall be used for only those purposes for which the application was made. If the original grant application or purposes for which the grant requested have been modified by the Green View FCSS board; the grant will be used for those varied purposes only.
- \* The organization will provide a written outcomes report to the Green View FCSS office, along with an expense report, within 30 days of completion of the grant.
- \* The organization agrees to submit to an evaluation of the project related to the grant.
- \* The organization will return any unused portion of the grant funds to Green View FCSS or to request approval from the FCSS Board to use the funds for an optional project.

## GRANT INFORMATION

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### Total Amount Requested

*Please note for all grant applications over \$2,500, the applicant must make a presentation to the FCSS Board.*

### Proposed Project



How will this project be preventative in nature?





Who will be served by the project/ program and how many people do you expect will attend this event (if relevant)?

How will this program benefit the community?

How will you recognize the contribution from Green View FCSS to your organization and in the community?

How will this program be measured for success?

## ADDITIONAL INFORMATION

Have you previously applied for a grant from the Green View FCSS grants program? **yes** **no**

List the year, amount and purpose of the last two grants your organization has received from the Green View FCSS Grants Program:

1. Grant Amount	Year grant was received		
Purpose of Grant	Did you provide an expense report?	<b>yes</b>	<b>no</b>

2. Grant Amount	Year grant was received		
Purpose of Grant	Did you provide an expense report?	<b>yes</b>	<b>no</b>

**yes** **no**

Have you applied for grant funds from sources **other** than the Green View FCSS grants program? **yes** **no**

Have you received grant funds from sources other than the Green View FCSS grants program? **yes** **no**

If yes, please describe when, who, purpose and amount.

**IMPORTANT:** Save a copy of your application before you print or submit it. This form will reset after printing and/or submitting your application.

**PLEASE ATTACH EXPENSE REPORT WITH YOUR APPLICATION**

Account #	SPRC 2017-18 Budget to Actuals	Breakfast Club		Tough Enough to Talk About It	
		2017-18 Budgeted	2016-17 Actual	2017-18 Budgeted	2016-17 Actual

**INCOME**

4120 Alberta Health Services	\$	59,979	\$	59,979		
4140 CFSA	\$	39,000	\$	39,000		
4160 City of GP CDS	\$	42,000	\$	40,409		
4200 County of Grande Prairie FCSS	\$	6,000	\$	6,013	\$	4,000
4200 MD of Greenview FCSS	\$	6,000	\$	6,000	\$	7,000
4320 Donations	\$	10,000	\$	7,693	\$	10,000
4340 Fundraising	\$	40,021	\$	37,600	\$	21,000
4360 Workshop Fees/Registrations			\$	310		
Other Grants	\$	10,000	\$	12,522	\$	20,000
4290 Community Initiatives (CIP)				\$	37,500	
4265 Special Projects					\$	-
4390 Fee for Service				\$	10,000	\$
<b>TOTAL</b>	<b>\$</b>	<b>213,000</b>	<b>\$</b>	<b>209,526</b>	<b>\$</b>	<b>109,500</b>
					<b>\$</b>	<b>102,120</b>

**EXPENSES**

<b>A. Salaries, Wages &amp; Benefits</b>	\$	140,000	\$	137,612	\$	65,000
<b>B. Direct Program Costs</b>	\$	16,000	\$	15,289	\$	500
<b>C. Facility Costs</b>	\$	19,000	\$	18,264	\$	19,000
<b>D. Administrative &amp; Other Costs</b>	\$	38,000	\$	38,361	\$	25,000
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>213,000</b>	<b>\$</b>	<b>209,526</b>	<b>\$</b>	<b>109,500</b>
					<b>\$</b>	<b>102,120</b>

**SURPLUS/DEFICIT**

\$ - \$ - \$ - \$ -

## Annual Project Outcomes Report

<b>Agency Name:</b> SPRC	<b>Project Name:</b> Tough Enough to Talk About It
<b>Primary Target Population:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Children/Youth</span> <span style="color: blue;">Adults</span> <span>Seniors</span> <span>Families</span> <span style="color: blue;">Community</span> </div>	
<b>Provincial Strategic Direction Alignment</b> (referenced in section 2.1(1)(b) of the FCSS Regulation) Please select the <span style="color: green;">one</span> Provincial FCSS Strategic Direction that comes from the five regulatory statements (referenced in section 2.1(1)(b) of the Provincial FCSS Regulation) which best fits with this project. <div style="margin-left: 20px;"> <span style="color: blue;">Help to develop independence, strengthen coping skills and become more resistant to crisis</span>            Help to develop an awareness of social needs.            Help to develop interpersonal and group skills, which enhance constructive relationships among people.            Help people and communities to assume responsibility for decisions and actions, which affect them.  <span style="color: blue;">Help to sustain people as active participants in the community.</span> </div>	
<b>Green View Family and Community Support Services Priority Outcomes</b> Please select the <span style="color: green;">one</span> CSD FCSS Priority Outcome your project outcome most contributes to: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">           Social Inclusion  <span style="color: blue;">Adult Personal Capacity</span>            Family Cohesion            Enhanced Diversity            Positive Child and Youth Development         </div> <div style="width: 45%;">           Building Community Potential  <span style="color: blue;">Social Awareness and Engagement</span>            Community Partnership            Agency Capacity Building         </div> </div>	
<b>Project Outcome Statement: People working in Industry, Trades and Agriculture are able to recognize signs of mental health issues and find supports for themselves and others</b>	
<b>Indicator of Success #1: The community of industry, trades and agriculture is connected and engaged</b>	
<b>Question/Measure #1:</b> I better understand how to help someone who is having mental health issues	<b># of Participants</b> <ul style="list-style-type: none"> <li>• completing measure: <u>885</u></li> <li>• experiencing a positive change: <u>87%</u></li> </ul>
<b>Question/Measure #2:</b> I am more comfortable discussing mental health issues with others	<b># of Participants</b> <ul style="list-style-type: none"> <li>▪ completing measure: <u>885</u></li> <li>▪ experiencing a positive change: <u>78%</u></li> </ul>
<b>Indicator of Success #2: (if more than one)</b>	
<b>Question/Measure #1:</b>	<b># of Participants</b> <ul style="list-style-type: none"> <li>▪ completing measure: _____</li> <li>▪ experiencing a positive change: _____</li> </ul>
<b>Question/Measure #2: (if more than one)</b>	<b># of Participants</b> <ul style="list-style-type: none"> <li>▪ completing measure: _____</li> <li>▪ experiencing a positive change: _____</li> </ul>

Please print and complete for each Outcome related to this project.

### Additional Information

**Identify Measurement Tool Used:**

**Survey**

Observation

Checklist

Focus Groups

Interview

Case Studies

Other \_\_\_\_\_

Documentation Review

**When Measurement Tool Used:**

Pre-test/post-test:  
both before and  
after your activities

**Post-Only :**  
After Activities

During your  
activities:  
Observation

**Output information related to this program:**
**# of Participants served:**

\_\_\_\_\_ Children/Youth

**1296** \_\_\_\_\_ Adults

\_\_\_\_\_ Seniors(65+)

\_\_\_\_\_ Families

**# of volunteer hours related to this project only: 8 male facilitators volunteer between 100 – 150 hours annually**

**Stories - please share a story that describes the significant impact for a participant(s):**
**Comments from participants of workplace presentations:**

"This is an incredibly important presentation for our team. We have just recently started discussing mental health with the same importance as physical health. There are many people here struggling and this was, I believe, a profound way to initiate this open conversation."

"Thank you for coming in. This is perfect timing for me. I am going through a lot of stress and depression, and I'm going through a tough divorce, and tough times financially. I'm really worried I won't be able to make rent or pay my child support. Today really helped me. Thank you very much. I will definitely take advantage of the Wednesday support group."

"Since the presentation team members have come up to me unsolicited, and commented positively on the Tough Enough Presentation. I can't thank you enough for sharing this important message to our workers!"

**Comments from participants of Safer Workplaces 1-Day Workshop:**

"Surpassed expectations, tools to use immediately. 10/10"

"This seminar exceeded my expectations. I came in hating the idea of a 7-hour session and was amazed at how much I learned and enjoyed myself. Thank you"

"Great info, awesome format and presentation. The example, scenarios and case studios are all so valuable to real work situations."

## Continuous Quality Improvement:

**After analyzing the data, should we continue with this project? Why or why not:**

This is a very unique and effective program, which has experienced good growth over the past year.

Total Number of Workplace Presentations: 61

Total Number of participants in Workplace Presentations: 1229

Total Number of Mental Health Leadership Seminars: 6

Total Number of Participants in Mental Health Leadership Seminar: 67

The presentations are effective in raising the issue of mental health in the workplace, particularly on jobsites which are dominated by men. Historically, people suffering mental health issues have been stigmatized, and may be reluctant to seek sought help or relief. The Tough Enough program works to de-stigmatize mental health issues and to create a comfortable environment where the discussion of mental health is normalized.

The program works hard to create awareness in corporate leadership, and to provide workers in management positions and on the job to recognize the signs of mental health issues in themselves and in co-workers. Tools and coping skills are shared to ensure those who need help are able to access it without concern of the stigma of mental health.

**What improvements can we make to the project?**

This program has attracted significant attention from across the province over the past several months. We have received calls for presentations in Ft McMurray, Edmonton and Red Deer. The information provided in both workplace presentations and the one day seminar provide valuable information and hands-on tools to address mental health concerns. Over the next year, the program will focus on developing a facilitator training program, seek accreditation for the seminar, and establish facilitators and volunteers at locations across the province. Funding remains an issue, and understanding how to take financial advantage of opportunity is challenging.

What improvements can we make to the outcome measurement process?

### Successes:

Changes to the program, including the name change, have been met with excitement with our corporate partners. The number of presentations has been increasing and the number of contacts with people in management and decision positions has been rapidly increasing. There is great interest in the workplace right now regarding mental health, and we are seeing increased engagement across the board.

### Changes to be made:

Development of facilitator training and program expansion.

**Completed By:**

Gladys Blackmore, Executive Director

**Date:**

May 31, 2017

## Annual Project Outcomes Report

<b>Agency Name:</b> <span style="color: #0070C0;">SPRC</span>	<b>Project Name:</b> <span style="color: #0070C0;">The Breakfast Club</span>
<b>Primary Target Population:</b> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <span style="color: #0070C0;">Children/Youth</span> <span>Adults</span> <span>Seniors</span> <span>Families</span> <span>Community</span> </div>	
<b>Provincial Strategic Direction Alignment</b> (referenced in section 2.1(1)(b) of the FCSS Regulation) <span style="color: #008000;">Please select the <u>one</u> Provincial FCSS Strategic Direction that comes from the five regulatory statements (referenced in section 2.1(1)(b) of the Provincial FCSS Regulation) which best fits with this project.</span> <div style="margin-top: 10px;"> <span style="color: #0070C0;"><b>Help to develop independence, strengthen coping skills and become more resistant to crisis</b></span>              Help to develop an awareness of social needs.              Help to develop interpersonal and group skills, which enhance constructive relationships among people.              Help people and communities to assume responsibility for decisions and actions, which affect them.              Help to sustain people as active participants in the community.           </div>	
<b>Green View Family and Community Support Services Priority Outcomes</b> <span style="color: #008000;">Please select the <u>one</u> CSD FCSS Priority Outcome your project outcome most contributes to:</span> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> <b>Social Inclusion</b>              Adult Personal Capacity              Family Cohesion              Enhanced Diversity              Positive Child and Youth Development           </div> <div style="width: 45%;"> <b>Building Community Potential</b>  <span style="color: #0070C0;"><b>Social Awareness and Engagement</b></span>              Community Partnership              Agency Capacity Building           </div> </div>	
<b>Project Outcome Statement:</b> <span style="color: #0070C0;">Children and Youth develop positively</span>	
<b>Indicator of Success #1:</b> <span style="color: #0070C0;">Increased coping skills</span>	
<b>Question/Measure #1:</b> <span style="color: #0070C0;">Breakfast Club has helped me learn how to use my strengths</span>	<b># of Participants</b> <ul style="list-style-type: none"> <li>• completing measure: <u>93</u></li> <li>• experiencing a positive change: <u>79</u></li> </ul>
<b>Question/Measure #2:</b> <i>(if more than one)</i> <span style="color: #0070C0;">Breakfast Club has helped me to learn how to work on my challenges</span>	<b># of Participants</b> <ul style="list-style-type: none"> <li>▪ completing measure: <u>74</u></li> <li>▪ experiencing a positive change: <u>62</u></li> </ul>
<b>Indicator of Success #2:</b> <i>(if more than one)</i>	
<b>Question/Measure #1:</b>	<b># of Participants</b> <ul style="list-style-type: none"> <li>▪ completing measure: _____</li> <li>▪ experiencing a positive change: _____</li> </ul>
<b>Question/Measure #2:</b> <i>(if more than one)</i>	<b># of Participants</b> <ul style="list-style-type: none"> <li>▪ completing measure: _____</li> <li>▪ experiencing a positive change: _____</li> </ul>

Please print and complete for each Outcome related to this project.



### Additional Information

**Identify Measurement Tool Used:**

Survey

Checklist

Interview

Other \_\_\_\_\_

Observation

Focus Groups

Case Studies

Documentation Review

**When Measurement Tool Used:**

 Pre-test/post-test:  
 both before and  
 after your activities

 Post-Only :  
 After Activities

 During your  
 activities:  
 Observation

**Output information related to this program:**
**# of Participants served: Two platforms of delivery – teens 13-17 (60) and pre-teens 9-12 (97)**

60/97 Children/Youth      \_\_\_\_\_ Adults      \_\_\_\_\_ Seniors(65+)      \_\_\_\_\_ Families

**# of volunteer hours related to this project only: \_\_\_\_\_** (If applicable)

Anna was referred to us in 2014 because of low self-esteem, anxiety, negative outlook and poor relationship with dad. Her first retreat was emotional, she did not share much with us about her life. Over the next 2 years she would contact us periodically to either go for coffee and chat or come to Support & Friendship nights. During this time, she began opening up to us about her parent's abusive relationship and family discord. Anna had little faith in strategies recommended by us, and did not believe her own actions were contributory. In early 2016 Anna's mother reached out to us regarding her own struggles as well as Anna's. We connected mom with help, and reached out to Anna once again.

Anna was self-harming, her anxiety was high and she was angry and frustrated with dad. We decided to invite her to attend a second weekend retreat.

During a teen retreat we talk about healthy relationships. We cover healthy boundaries, the importance of feeling comfortable and safe, advocating for yourself in relationships and ideas of how to put these things in place. We also talk about ending unhealthy relationships when necessary and normalized this for the teens. Seeing others agree or share stories around this is very powerful and helps them feel supported and no longer alone in their struggles. Anna spent time talking to a facilitator about her relationships. She began to relate recommended strategies to her own situation, and recognized the value of boundaries. She saw that toxic relationships caused unhealthy stress. Anna continued to attend follow-ups, learning about passive/aggressive and assertive communication. Anna set written goals of establishing boundaries with her father and a friend, worked towards being more assertive, and gained understanding of healthy friendships.

In October of 2016, Anna contacted me directly and asked to have coffee and chat. She updated me on how her mother and herself had stayed away from her father since the summer and she had ended an unhealthy friendship. I was amazed at the change in her when she talked about her relationships with her former friend and father. She had a new confidence, stating that she knew she deserved to be treated better. She told me about the boundaries she had created with her father and that she was being careful with any contact she did have with her father. Anna was very self-aware of how those two people had been affecting her and seemed to be monitoring the ups and downs with her father to keep herself safe and healthy. She also talked positively of many new relationships in her life and many strategies she was using to keep them healthy and safe. We are very proud at how much she has matured.

## Continuous Quality Improvement:

37

After analyzing the data, should we continue with this project? Why or why not:

The Breakfast Club teen program has ran continuously since the late 1980's and the pre-teen program has been helping children aged 9-12 since 2008. Both programs have a good track record for helping youth develop coping skills and greater understanding of community supports. The Breakfast Club is unique and fills a community need not met by other agencies or resources in northwest Alberta.

What improvements can we make to the project?

The Breakfast Club continues to build relationships with school principals, counsellors and teachers, Alberta Children's Mental Health Services and with Children and Family Services. Because people in these roles change frequently, and the program relies on them for referrals, it is important to keep personal connections strong. Yet this is very challenging. Changes made to the 9-12 year old workshop make it easier and more effective to deliver outside of the city, yet getting referrals to establish a workshop in Valleyview has been challenging.

The teen program continues to attract teens from Teepee Creek, Ridgevalley and Valleyview.

What improvements can we make to the outcome measurement process?

### Successes:

The 9-12 year program is now frequently using a two-day format with less follow-up requirements. This has resulted in better parent support.

The teen program has implemented continuous weekly support and friendship meetings, and moved away from the previous structure of 5 week follow-ups. Twice monthly, the support and friendship nights are recreational, and the other two weeks, the meetings provide more opportunity for discussion and implementation of coping strategies. These changes have resulted in better attendance and positive change.

### Changes to be made:

Over the past year, staff have worked at maintaining stronger contact with the youth after retreats. They have experienced an increase in the number of youth who need more support than in previous years. To accommodate this need, The Breakfast Club is developing better processes for sustained contact.

**Completed By: Gladys Blackmore, Executive Director**

**Date: May 31, 2017**

## REQUEST FOR DECISION

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SUBJECT: **Inter-Generational Healing Program**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: June 21, 2017

GM:

MANAGER: **LDH**

DEPARTMENT: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES

PRESENTER: **LDH**

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RELEVANT LEGISLATION:

**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:

**MOTION: That Green View Family and Community Support Services Board authorize Administration to partner with HEART-Health Education and Action in Relationships Team, and PACE- Providing Assistance Counselling and Education, to provide an Inter-Generational Healing Program with funding to a maximum of \$5000.00, with funds to come from the 2017 operating budget.**

---

BACKGROUND/PROPOSAL:

Pace-Providing Assistance, Counselling and Education, based out of Grande Prairie offers a 15 week trauma informed parenting class. This class delves into complex intergenerational trauma and has proven excellent outcomes. While the cost of this program is \$20,000.00, the cost for Green View FCSS would total \$5,000.00 as contributing partners include HEART (\$10,000.00), and a Valleyview Victims Assistance contribution of \$5,000.00. The PACE facilitators would be assisted by the Green View FCSS Support Coordinator who would provide support to clients during and after the course is finished. Additional supports may also be requested of Sturgeon Lake Cree Nation in terms of financial contribution, transportation, and/or facilitator supports. The course would be held at the Green View Community Resource Center and would be free of charge to participants. A maximum of 16-18 participants would be accepted into the program, and an interview and selection process would be conducted both by the Support Coordinator and PACE facilitators to ensure participants are ready to engage in the 15 week course which could be offered in the fall of 2017. After the PACE presentation offered at the last community workshop, 10 people put their name on an interest list.

---

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of funding this course would enable community members an opportunity to increase parenting skills and understand how intergenerational trauma effects the way they were raised and how they parent their own children.

A second benefit of funding this course is to provide opportunities to break the cycle of violence and ultimately increase the health of our community.

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#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to becoming a funding partner in the Inter-Generational Healing Program.

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#### ALTERNATIVES CONSIDERED:

The Green View Family and Community Support Services Board has the option to deny or change the funding amount. This alternative is not recommended as without the additional support from Green View FCSS this program may not be offered in the community, resulting in residents who wish to access the program having to travel to a distant community.

A second alternative is to not partner with PACE to offer the intergenerational healing program. This alternative is not recommended as there may not be another local agency willing to take on the partnering role.

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#### FINANCIAL IMPLICATION:

**Direct Costs:** The funding required in 2017 would be up to a maximum of \$5000.00, with funds to come from the 2017 operating budget.

**Ongoing / Future Costs:** Depending on interest and outcomes, costs to offer this program may be built into future years operational budgets at the Boards discretion.

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#### STAFFING IMPLICATION:

The Green View FCSS Support Coordinator will be mentored by PACE staff throughout the 15 week course. This will allow a training opportunity for our employee, as well as embedding additional supports to clients who may require it during or after the 15 weeks. Having a staff member trained as a potential facilitator would likely reduce costs in future course offerings as only one facilitator from PACE would be required.

---

#### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

#### **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

#### **PUBLIC PARTICIPATION GOAL**

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

#### **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Once Green View Family and Community Support Services Board makes a decision the contributing partners will be notified, course dates will be confirmed and participant interviews will take place.

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**ATTACHMENT(S):**

- Draft letter of Agreement
- Additional information on Inter-General Healing Program

## REQUEST FOR DECISION

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SUBJECT: **Caring Dads Program**

SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD

MEETING DATE: June 21, 2017

DEPARTMENT: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES

REVIEWED AND APPROVED FOR SUBMISSION

GM: \_\_\_\_\_

MANAGER: LDH

PRESENTER: LDH

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RELEVANT LEGISLATION:  
**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:  
**MOTION: That Green View Family and Community Support Services Board authorize administration to partner with PACE-Providing Assistance, Counselling and Education, to deliver the Caring Dads Program.**

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BACKGROUND/PROPOSAL:

The Caring Dads Program is a world renowned, evidence based, 17 week, closed psycho-educational group for fathers who have abusive to their children, and or their spouse. The program requires a minimum of 5 participants and may accommodate up to 12 participants. PACE-(providing assistance, counselling and education) has a contract through the Ministry of Children's Services to facilitate the Caring Dads Program, so there would be no cost to run this program at the Green View Community Resource Centre in the fall of 2017. The Valleyview Parent Link Centre has indicated they have clients that could benefit from this program, and will provide referrals and child care if required.

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BENEFITS OF THE RECOMMENDED ACTION:

The benefit of approving the Caring Dads Program is to support Fathers who are at risk of abusing their child or child's spouse.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages of offering the Caring Dads Program.

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ALTERNATIVES CONSIDERED:

The Green View Family and Community Services Board could choose not to offer the Caring Dads program. This alternative is not recommended as residents would have to access services in Grande Prairie or another larger centre.

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FINANCIAL IMPLICATION:

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**Direct Costs: N/A**

**Ongoing / Future Costs:** The Caring Dads program is under contract through Children's Services and is to be delivered once in Grande Prairie and once in an outlying community each contract period. Children's Services have approved that PACE could offer this course in the fall at no additional charge to Green View FCSS. If Green View FCSS were to offer the Caring Dads Program in future years, costs may not be covered through Children's Services.

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**STAFFING IMPLICATION:**N/A

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Once Green View Family and Community Support Services Board makes a decision on the Caring Dads program contact will be made to PACE to confirm dates, local agencies will be informed and a sign-up sheet will be created.

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**ATTACHMENT(S):**

Caring Dads Program Information





Hi Lisa,

I am attaching a draft Letter of Agreement that we designed based on the collaborative working arrangement we made with Grande Cache Aseniwuche Winnewak for the delivery of the program there. This agreement was used between us and the Crossroads Women's Resource Centre in Fairview for the group we are finishing up there. I believe it has been a significant part of the success we have had in offering the program. Please have a look and see if this will work for Valleyview, it can be modified, and could have more partners if we have more than one agency involved.

Here is some additional information on the group program:

The Inter-Generational Healing Program is a 15-week, closed group psych-educational program. The group requires a minimum of 5 participants and may accommodate up to 12 participants. **We can be flexible on these numbers if we have local support staff participating, so we could take more.**

The main purpose of the Inter-generational Healing program is to improve the lives of children through the provision of trauma informed psycho-educational training to parents who have a desire to strengthen or develop secure/healthy attachment with their child(ren).

### **What Is Trauma?**

Trauma occurs when people are exposed to traumatic events or situations, and when this exposure overwhelms their ability to cope with what they have experienced. Trauma that occurs at a particular time and place, and is usually short lived, is known as acute traumatic events. Exposure to trauma that may occur repeatedly over long periods of time is called chronic traumatic situations.

When trauma is left unresolved, the impact may resurface in damaging ways, long after the event(s). Trauma may be unresolved for a number of reasons. It may be that the trauma is not disclosed or discovered, or that others do not know how to support someone in processing their trauma. It may be that the person who experienced the trauma appears to be unaffected. In any case the real challenge in addressing trauma, is not so much what happened in the past, rather, it is how that trauma is affecting the present.

### **Program Content**

The program contains facilitated discussion and activities with participants. These discussions will support the integration of the program information into the development of self-care practice, emotional maturation, safe, healthy relationship building, and the development of secure attachments with children in their care.

Self-care is the underpinning of each session through which participants explore:

- Safety, trust, grief and loss,
- Growth throughout life, and crisis as a catalyst for change
- Balance between control and responsibility
- Family roles and individual methods of response
- Family maps, meanings and messages
- Inter-generational trauma, processing trauma for self

- The developing brain, attachment, achievement, autonomy, and altruism
- Child ages and stages development
- Support to children processing trauma
- Effective communication in interpersonal relationships
- Linking emotions, thoughts, and behaviors
- Understanding family violence
- Addictions and mental health
- Emotional maturation and executive function skill development

### **Entrance Criteria**

The trauma informed approach looks at parenting through the lens of the influences (from in utero development and across the lifespan) that shape who we are, how we individually respond to our environment, and how this influences our roles as parents.

Appropriate referrals to the program may include:

- Adults in a parenting/primary caregiver role, who are concerned that trauma from their past may be negatively impacting their parenting.
- Adults in a parenting/primary caregiver role, supporting children who have been exposed to trauma.
- Adults supporting the parenting role of their adult children, where trauma has been a significant factor in the family history.

**Referral sources to the program in Valleyview will be at the discretion of the funding partners, this could include community service provider referrals, or self-referrals.** All referrals will be directed through a community partnering agency that will work at the community level to ensure program success. The partnering agency will pre-screen to determine the level of readiness the applicants are to participate in the group. Applicants with addiction or mental health issues that have not been stabilized, or applicants facing criminal charges, may not be suitable for the group.

### **Final Participant Screening**

Pace program staff will complete a screening interview for all referrals to the program, to determine the appropriateness of the applicant for participation in the program. Pace screening will identify presenting risk factors. Participants will complete pre- and post questionnaire to measure changes in learning and practice.

**I also have another offer to make you that will give you two programs for the price of one!!**

The Caring Dads program is also under contract through Children's services and is to be delivered once in GP and once in an outlying community each contract period. Marlene is currently doing the GP group, and will offer another outside group in the fall. Children's services have approved that we could do one in Valleyview this fall, to accommodate getting our schedules in sync.

So Marlene could deliver The Caring Dads at no cost but would need some time of a similar arrangement for space hosting, help getting to meetings, follow up when folks miss, and of

course referrals to the program. I am sending information on her program so you can talk to your group about this as well.

**The Caring Dad's program** is a world renowned, evidence based, 17-week, closed psycho-educational group for fathers who have been abusive to their children, and/or their children's other parent. The program requires a minimum of 5 participants and may accommodate up to 12 participants.

Unfortunately, some children do not have the benefit of a nurturing and supportive father. They may have fathers who are absent, or who terrify, belittle, isolate, reject or ignore them. Some children have fathers who involve them in criminal activities, or in adult sexual behaviours. Some children live in constant anxiety about the harm their fathers may do to their mothers, themselves, or others they love. Statistics Canada consistently reports extremely high numbers of fathers as perpetrators of child abuse, and as perpetrators in child exposure to domestic violence. Thus, the main purpose of the Caring Dads program is to improve the lives of children, by supporting safe and nurturing fathering.

When fathers have been abusive towards members of their families (thereby demonstrating a failure to make decisions in the best interests of their children) mental health or positive parenting models of intervention are not sufficient. Caring Dads provides a more prescriptive response that can simultaneously offer intervention to fathers, monitor their progress in making better parenting decisions, and track their risk for future abuse perpetration.

Caring Dads program principles emphasize the need to enhance father's motivation, and recognizes that children's experience of trauma will impact the rate of possible change. The program works collaboratively with other service providers to ensure that children benefit (and are not unintentionally harmed) as a result of father's participation in intervention.

The Caring Dads program helps fathers:

- become more aware of and responsible for their use of abusive and healthy parenting strategies.
- recognize and prioritize children's needs.
- avoid abusive parenting strategies, and practice making choices that are responsive to their child's developmental needs.
- begin to appreciate the impact of child maltreatment, and abuse of the children's other parent.
- practice concrete skills for improving relationships with their children, and with their children's other parent.

This specialized parenting program supports safety and accountability in parenting for fathers who have been abusive towards their children and/or their children's mother.

Appropriate referrals to the program may include fathers (including biological, step, common-law), who:

- Have physically or emotionally abused or neglected their children,
- Are at risk for maltreatment of their children,
- Have an overbearing punitive, controlling style of interacting with their children,
- Are alternatively overinvolved, or distant to their children

- Have exposed their children to domestic violence through being physically or emotionally abusive to their children's mother.

The Caring Dads program may also provide systematic outreach to mothers for the following purposes:

- To ensure mother's safety and freedom from coercion,
- To participate in ongoing, collaborative case management of fathers with other professionals involved with their families.

Candidates that would not be appropriate for the Caring Dad's program may include fathers who:

- Have a history of perpetration of child sexual abuse,
- Are actively and currently involved in a custody and access dispute,
- Are facing criminal charges,
- Have no regular contact with their children,
- Are on no contact conditions with their children, and/or

Have addiction or mental health issues that have not been stabilized.

In the Caring Dads program there is no community pre-screening, but Marlene will need space to do intake screening.

Please let us know if the Caring Dads is something you would like to take advantage of as well, and if so we will plan it in at the same time (it runs two weeks longer than the Inter-generational healing group).

Best Regards,

Heather

## REQUEST FOR DECISION

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SUBJECT: **Sparks Fly Stationary Bikes**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: June 21, 2017

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

---

RELEVANT LEGISLATION:

**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:

**MOTION: That Green View Family and Community Support Services Board authorize Administration to purchase 12 stationary bikes and 19 work desks for a total of \$10,080.00 to come from the 2017 operational budget.**

---

BACKGROUND/PROPOSAL:

In 2016 the Green View Family and Community Support Services Board authorized Administration to purchase 13 Sparks Fly stationary bikes to complement the Mind-Up program offered to schools within Greenview. Outcomes and feedback from teachers and principals has been very positive, however many teachers saw the value in having work surfaces with each bike so students could place notebooks or texts on the surface while the bikes were in use. The long term strategy, depending on outcomes, was to have a bike in every classroom. The quote attached would enable Green View FCSS to fill the requests of the schools for bikes in the 2017/2018 year, and provide work surfaces for bikes purchased in 2016 as well as the new order. The adult bikes do not have work surface attachments, and some junior bikes are for younger children whose teachers did not see the work surface attachment as necessary, therefore a total of 19 work surfaces were requested.

---

BENEFITS OF THE RECOMMENDED ACTION:

The benefits of purchasing 12 bikes and 19 work surfaces would ensure the students are supported in their learning and self-regulation skills.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to purchasing the stationary bikes and work desks for new and existing bikes, however only \$8000.00 was budgeted for bikes in the 2017 operational budget.

---

ALTERNATIVES CONSIDERED:

**Alternative #1** The Green View Family and Community Support Services Board has the option to deny funding or change number of bikes and/or work surfaces purchased.

**Alternative #2:** A second option would be to use funds from the Green View Family and Community reserve to cover the additional costs of the bikes and work surfaces.

**FINANCIAL IMPLICATION:**

**Direct Costs:** A total of \$10,800.00 to come from the 2017 operational budget.

**Ongoing / Future Costs:** Requests of additional bikes may be received in future school years.

---

**STAFFING IMPLICATION:**

N/A

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Once Green View Family and Community Support Services Board makes a decision schools will be notified, bikes and work surfaces will be ordered and delivered to schools.

---

**ATTACHMENT(S):**

- Quotation
- School request list

Friday May 5, 2017



### QUOTATION:

**To: Bretley Dunn, FCSS Coordinator, Youth, Municipal District of Greenville, No. 16 Valleyview, Alberta**

**From: Gord McCulloch**

**Subject: Quotation for 10 Youth Spin Bikes, 2 Adult Bikes and 19 Work Desks**

**10 Youth Bikes @ \$ 630.00 ea. X 10 = \$ 6,300.00**

**2 Adult Bikes @ \$ 750.00 ea. X 2 = \$ 1,400.00 (\$ 150.00 in savings)**

**19 Work Desks @ \$ 100.00 ea. X 19 = \$ 1,900.00 (\$ 171.00 in savings)**

**Total: \$ 9,600.00**

**+ AB Sales Tax @ 5% = \$ 480.00**

**Grand Total: \$ 10,080.00**

- Total Savings: \$ 321.00
- Youth Bikes: Stock
- Shipment: the next week
- Delivery: the same week
- Shipping: No charge

School	Youth	Adult	Work Surfaces
St. Stephens	2	0	4
Susa Creek	1	0	2
OAP	2	0	3
Ridgevalley	2	0	4
Penson	2	2	3
Harry Gray	1	0	3
<b>Total</b>	10	2	19



## REQUEST FOR DECISION

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SUBJECT: **RentSmart Program**

SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD

MEETING DATE: June 21, 2017

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 the Green View Family and Community Support Services Board authorize Administration to offer the RentSmart Program, with funding to a maximum of \$500.00 to come from the 2017 operating budget.**

---

BACKGROUND/PROPOSAL:

The RentSmart program delivers information to adults and older teens empowering tenants to understand their rights and responsibilities, communicate effectively with landlords, neighbors and roommates, budget to maintain their housing and look after their home. A four day train the trainer professional development course ensures trainees are organized and ready to deliver the Rent Smart Course as a Community Educator. The Community Resource Centre Coordinator and Youth Coordinator will take the training, and then be licenced to deliver the course both at the Community Resource Centre and to students in grade 12, upon request of the schools. As the front line staff at the Community Resource Center currently field many questions regarding tenant and landlord rights, the Train the Trainer will ensure staff are equipped to deliver up to date and relevant information to community members.

---

BENEFITS OF THE RECOMMENDED ACTION:

The benefits of approving the RentSmart program will allow residents the opportunity to learn how to be a good renter and ultimately reduce homelessness.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to approving the RentSmart Program.

---

ALTERNATIVES CONSIDERED:

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The Green View Family and Community Support Services Board may choose to not have administration offer the RentSmart program.

A second alternative would be to offer the course on a cost recovery basis, charging participants a small fee for manuals.

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**FINANCIAL IMPLICATION:**

**Direct Costs:** Green View FCSS would be expected, pending interest, to deliver 2-3 RentSmart courses annually. The average per budget per course is \$250.00 for manuals and certificates.

**Ongoing / Future Costs:** Depending on community need, funding for the RentSmart program may be added to future years operational budgets, at the Boards discretion.

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**STAFFING IMPLICATION:**

N/A

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Once Green View Family and Community Support Services Board makes a decision about offering the program, staff will be trained and information will be communicated to the community and schools.

---

**ATTACHMENT(S):**

- RentSmart Information
- Train the Trainer Brief

### **Partnering to Increase Successful Tenancies**

Ready to Rent BC (R2R) believes in the transformative power of education to help individuals and families to find and maintain their housing, increase successful tenancies and prevent housing instability and homelessness.

Since 2009, Ready to Rent BC has delivered education to over 2000 people, primarily in BC. Now Community Partners have an opportunity to certify staff to become Community Educators of RentSmart.

**What is a Community Partner?** Organizations and systems that want to integrate RentSmart into their services to clients.

**Who is a Community Educator?** Individuals who are trained by Ready to Rent to deliver RentSmart education. Community Educators tend to be staff of organizations, government and housing providers (community partners) who are helping people to find and stay in appropriate housing.



The RentSmart model has three main goals:

1. assist people to find and/or maintain good housing;
2. reduce conflict, damages and evictions, and;
3. increase housing stability.

The RentSmart model includes three distinct courses: RentSmart Certificate course, RentReady and RentEd.

**1. RentSmart** 12 hour Certificate Course covers:

- tenant rights and responsibilities
- landlord expectations and responsibilities
- effective communication skills
- budgeting and planning for housing expenses
- maintenance do's and don'ts
- safety and pests

Graduates receive a certificate that is recognized by BC Housing as 2 years good rental history and

Ready to Rent BC; [www.readytorentbc.org](http://www.readytorentbc.org); 250-388-7171

reference, and endorsed by BC Non Profit Housing Association.

And it is working. In a recent 3<sup>rd</sup> party-conducted evaluation:

- 100% of respondents said their knowledge about renting increased as a result of taking the course
- 92% indicated their confidence around renting was greatly increased
- 86% said that keeping their housing was easier as a result
- 72% said finding a place was easier
- 66% used the RentSmart certificate when applying for housing, and 70% of those said it helped them

**2. *RentReady*** is a 3-hour course that focuses on the ‘three keys to housing success’. The curriculum has specific adaptations to meet the needs of:

- youth
- immigrants and refugees
- people experiencing mental health and addictions
- seniors

**3. *RentEd*** provides information to housing providers and landlords to learn about RentSmart tenants, and to utilize common communication and problem solving strategies for successful tenancies.

### **How to Become a Community Partner and Community Educator**

Ready to Rent staff are happy to answer any questions you have about the RentSmart model and program.

#### **Step 1: Interested Community Educators Attend Train the Trainer (TTT)**

- Register online for TTT- cost includes lunch and session materials
- Attend the 4-day training that covers the following:
  - Best practices in housing stability and homelessness prevention
  - Adult education and facilitation principles and skills
  - Prevention of homelessness and increasing housing stability
  - Curriculum for RentSmart and RentReady
  - Engaging landlords
  - Measuring impact
  - Conditions for successful delivery of RentSmart model

Upon completion, trainees can become certified Community Educators and are able to deliver the courses. A licensing agreement outlines the roles and responsibilities of community partners, educators and Ready to Rent BC.

### Step 2: Deliver the Ready to Rent model for Successful Tenancies

- Community Partners agree to Ready to Rent standards and support Community Educators to teach courses
- Ready to Rent provides coaching to first time Community Educators
- Community Partners purchase manuals and certificates from Ready to Rent BC at \$25/participant
- Community Educators use Ready to Rent evaluation and impact measurement systems

### Step 3: Be a Community Educator in Good Standing

- Community educator license is valid for three years. Recertification is offered through a one-day recertification workshop

### Community Partners and Educators receive the following benefits:

- Professional development that includes facilitation skills, group management and capacity building around housing rights, responsibilities and financial literacy
- License to deliver a program proven to help youth, individuals and families achieve housing stability
- Regularly updated curriculum that is focused on building the knowledge, skills and confidence specific to help people find and keep their housing
- Curriculum, powerpoints, handouts and manuals are provided
- Marketing and communications materials and course promotions pre-developed and available for co-branding
- Connection to a growing network of community partners and educators
- Bi-monthly Community Educator newsletters and webinars
- Staff support to organize and deliver your first Ready to Rent course
- Regularly updated data that can be shared with funders and community
- Part of a growing movement for the prevention of homelessness

### **Role of R2R:**

- Only R2R will train and certify Community Educators
- R2R will provide curriculum and materials to educators
- R2R will offer an annual recertification/updates day that all educators are encouraged to attend
- R2R will provide ongoing evaluation and impact measurement systems, and incorporate participant feedback for the ongoing improvement of the curriculum and educational experience

*Ready to Rent BC; [www.readytorentbc.org](http://www.readytorentbc.org); 250-388-7171*

- R2R will provide telephone support to educators and participants who require housing support
- R2R fulfills manual orders in a timely manner
- Ready to Rent maintains a database of all RentSmart graduates in order to confirm certificate status and act as a reference
- R2R provides ongoing professional development opportunities in the form of webinars, training and publications

### **Role of Community Partners**

- Agree to RentSmart principles and best practices
- Adhere to the Community Educator licensing agreement
- Ensure that courses will be taught by Community Educators only
- Agree that the R2R material is the property of R2R and cannot be used for other purposes without written approval.
- Community partners can co-brand Ready to Rent marketing materials
- Purchase manuals and certificates through Ready to Rent BC

### **Role of Community Educators**

- Deliver Ready to Rent courses
- Ensure that required curriculum is taught.
- Engage with learners through adult education principles
- Provide R2R with an accurate list of course graduates with contact information.
- Participate in the collection and sharing of evaluation and impact measurement data
- Certification is valid for three years and renewed through a one-day educational workshop and positive course evaluations.

### **Program Costs**

Train the Trainer	\$500 per Community Educator
Manuals and Certificates	\$25 per RentSmart participant* \$10 per RentReady participant
Re-certification	\$250 per Community Educator every three years.

*\*Community Partners tend to deliver 2-3 RentSmart courses annually. The average per course RentSmart budget is \$250 for manuals and certificates.*

**For more information, contact Ready to Rent BC at [www.readytorentbc.org](http://www.readytorentbc.org) or 250-388-7171**



**Train the Trainer (TTT) is a four day professional development course that covers:**

- Best practices in housing stability and homelessness prevention
- Adult education and facilitation best practices
- Prevention of homelessness and increasing housing stability
- Curriculum for RentSmart and RentReady
- Engaging landlords
- Measuring impact
- Conditions for successful delivery of RentSmart model

The training is highly interactive and quickly gets participants teaching the RentSmart model courses. By the end of the Train the Trainer, trainees will be ready to organize and deliver the RentSmart model as a Community Educator. For a detailed overview of the TTT and Community Partnership, [click here](#).

Community Partners and Educators receive the following benefits:

- License to deliver a program proven to help youth, individuals and families achieve housing stability
- Regularly updated curriculum focused on building the knowledge, skills and confidence to help people find and keep their housing
- Connection to a growing network of community partners
- Bi-monthly Community Educator newsletters and webinars
- Staff support to organize and host your first Ready to Rent course
- Regularly updated data that can be shared with funders and community
- Part of a growing movement for the prevention of homelessness

## REQUEST FOR DECISION

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SUBJECT: **Northlands School Division School Liaison**

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

MEETING DATE: June 21, 2017  
GM: MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES  
PRESENTER:LDH

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RELEVANT LEGISLATION:  
**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:

**MOTION: That the Green View Family and Community Support Services Board authorize administration to enter into an agreement with Northlands School Division to provide \$10,000.00 for the Susa Creek School Community Liaison position for the 2017/18 school year, with funds to come from the Green View Family and Community Support Services Reserve Fund.**

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BACKGROUND/PROPOSAL:

In the past Northlands School Division received funds in the amount of \$11,000.00 per school year for a School Liaison Worker from Green View Family and Community Support Services, however since 2010 this position has not been filled and funding has not been provided by Green View Family and Community Support Services. Susa Creek School, as part of the Northlands School Division, has now indicated a need for a school/community liaison, and has requested funding. The Green View Family and Community Support Services Board has formal agreements with both Grande Yellowhead and Peace Wapiti School Divisions to help offset costs for School Liaison Workers. The School Liaison position in Susa Creek will help with attendance issues, be an alternate source of contact for parents, and provide greater communication between the school and community.

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BENEFITS OF THE RECOMMENDED ACTION:

The benefit of funding Northlands School Division for the School Liaison Worker at Susa Creek is to ensure supports are provided to ultimately increase academic success of Greenview students. A further benefit of funding Northlands School Division will ensure equity and fairness between School Divisions within the municipality.

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DISADVANTAGES OF THE RECOMMENDED ACTION:



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There are no perceived disadvantages to providing funding to Northlands School Division for the School Liaison Worker.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** The Green View Family and Community Support Services Board may choose to deny funding or alter the funding amount, however the Board does support two other school divisions in their School Liaison positions.

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**FINANCIAL IMPLICATION:**

**Direct Costs:** \$10,000.00 from the Green View FCSS Reserve.

**Ongoing / Future Costs:** If outcomes are positive, Northlands School Division will likely request funding on an annual basis.

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**STAFFING IMPLICATION:**

N/A

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Once Green View Family and Community Support Services Board makes a decision a formal letter and or agreement will be sent to Northland School Division.

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**ATTACHMENT(S):**

- Letter from Susa Creek School Principal
- Job description of Liaison Worker



P.O. Box 150  
Grande Cache, AB  
T0E 0Y0  
Ph: 780-827-3366  
Fax: 780-827-2712  
www.susacreekschool.ca

June 9<sup>th</sup>/2017

Lisa Hannaford  
Green View FCSS  
Box 1079  
4707 – 50 Street  
Valleyview, AB, T0H 3N0

Dear Lisa Hannaford,

In previous conversations it was noted that funding has been provided in the past for a community liaison position at Susa Creek School. There is definite value in this position as the funding would help fill an area of need at our school and surely be to the benefit of our students. Northland School Division has prioritized attendance and community engagement. The liaison position will help with attendance by being able to reach out to parents when attendance issues arise. Also, as an alternate point of contact for parents as the position can serve to give greater communication and voice with parents and community members. It would also serve to strengthen the relationship between students and parents, and the school. This is a key element in the success of a school.

I am requesting \$10,000 for the position. This equates to roughly .25 FTE. My intention is to add this to the time of one of our part-time educational assistants. It would be provide them with entrenched time to work on the requirements of the community liaison position. Ideally, this funding would be available come September 2017 for the 2017/2018 school year. My understanding is that the funding is contingent on reporting requirements, which we can fully comply with. A job description is attached.

Thank you for your consideration.

Sincerely,  
Taras Danco  
Principal  
Susa Creek School



## School and Community Liaison Worker

### **IDENTIFYING INFORMATION**

POSITION TITLE: School & Community Liaison Worker

CLASSIFICATION TITLE: Paraprofessional

DEPARTMENT: Instruction

IMMEDIATE SUPERVISOR'S TITLE: Principal

REASON FOR SUBMISSION:                         X    
Creation Change Update

Date: May 2013

### **POSITION SUMMARY**

Reflecting Board policy and procedures, the School and Community Liaison Worker will work with the school staff and parents to coordinate a school based counseling service, which supports the personal and academic growth of each student, and to set up a network of agencies to provide community support for the students and the school. A valid Class 4 Driver's License is required for the performance of these duties.\* The School and Community Liaison Worker shall maintain strict confidentiality where appropriate in the performance of his/her duties.

\*In special circumstances that would permit the transportation of students in privately owned vehicles, Procedure 312 Transportation of Students in Private Vehicles, shall be adhered to.

### **MAJOR DUTIES AND RESPONSIBILITIES:**

1. General Responsibilities
  - 1.1. Develop programs and activities to promote personal development and self-esteem for students.



## **School and Community Liaison Worker**

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- 3.4. Attend in-services as approved by the school principal.
- 3.5. Continue education through upgrading and review of current related literature.
- 3.6. Prepare, in consultation with the principal, a flexible personal timetable, which allows for regular home visits and agency contacts necessary to fulfill duties.
- 3.7. Prepare reports as requested by the principal, which will be provided to the Local School Board Committee, as information.
4. Busing, Boarding and Home Schooling Students
  - 4.1. Assist parents in selecting boarding homes for approved students, as requested.
  - 4.2. Work with parents, principals, and counselors in registrations and student orientations to receiving school and/or receiving home.
  - 4.3. In cooperation with the principal, monitor and report on the status of home schooling students.
  - 4.4. Set up informal ways and means for the home school and community to maintain contact and support for boarding students.
  - 4.5. Maintain regular written and verbal contact with the counselors at the receiving school regarding the students' progress and development.
5. Other Considerations
  - 5.1. Other duties as assigned by the principal.

## REQUEST FOR DECISION

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SUBJECT: **Managers' Report**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: June 21, 2017

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

---

RELEVANT LEGISLATION:

**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:

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

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BACKGROUND/PROPOSAL:

Monthly Managers reports are provided to the Board for information.

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BENEFITS OF THE RECOMMENDED ACTION:

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

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

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ALTERNATIVES CONSIDERED:

N/A

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FINANCIAL IMPLICATION: N/A

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STAFFING IMPLICATION: N/A

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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

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**ATTACHMENT(S):**

- June Managers report



### **Managers Board Report – Regular FCSS Board Meeting June, 2017**

- Green View FCSS hosted 2 volunteer Appreciation dinners in April. In Valleyview over 160 people attended the dinner, with 20 individual and 5 groups being nominated for volunteer contributions. In Grovedale approximately 40 people attended, and 10 nominations were received. Both events were successful and over 96% of participants were in agreement that, “the volunteer appreciation event makes me feel recognized for what I do.” The FCSS department received a letter from one of the volunteer recipients who expressed her appreciation of being recognized at the dinner. The letter is included as part of this report.
- The FCSS Northwest Spring Regional meeting was hosted May 17 & 18 in Grande Cache. Over 50 Board members and staff from FCSS programs in the region attended.
- Green View FCSS hosted its first ‘Just in Case File” workshop on May 16. This workshop allows participants to learn what documents are important to compile in case of a sudden death or emergency. This was an extremely popular event which received great feedback. There was enough people on the waiting list to fill two more workshops. The next workshop is planned for June 20<sup>th</sup> from 1:30-3:00 at the Community Resource Centre. Registration is required.
- Over 35 people registered to partake in the Blanket Exercise which was hosted at the Memorial Hall on May 29<sup>th</sup> from 9:00-12:00. The Blanket Exercise is a participatory workshop in which participants will experience over 500 years of history by taking on the roles of Indigenous peoples in Canada. Standing on blankets that represent the land, participants traveled through time and explored impacts of colonization, treaty making and modern legislation. By engaging participants on an emotional level, this workshop was a powerful tool for increasing empathy and understanding. The afternoon session was also well attended, and began with a presentation from PACE (Providing Assistance, Counselling and Education) on a parenting course called Intergenerational Healing. Following the Pace presentation, facilitator Patricia Makosis covered the Adverse Childhood Experience questionnaire, as well as the Resilience Questionnaire, providing an insight into how past trauma is an indicator for one’s life expectancy.
- The Red Willow Lodge Seniors BBQ took place on June 9<sup>th</sup> during Seniors Week. Green View FCSS provided \$700.00 to assist with food costs, and three staff who helped serve ice cream and watermelon.

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



- The Summer Day Camp Coordinator is in place and camp dates and locations have been set. These camps are offered to children aged 6-12.

July 4-6 Grovedale Hall

July 11-13 Valleyview (Swanson Room)

July 18-20 DeBolt Centre

July 25-27 FCSS Building

August 1-3 Grovedale Hall

August 15-17 New Fish Creek Community Hall

August 22-24 Little Smoky Community Hall

- The Celebration of Cultures, in partnership with the Valleyview and Districts Agricultural Society, is taking place on Saturday August 12 from 1-3 p.m. at the Agricultural Society Hall. This event highlights the diverse cultural footprint of our area, showcasing food, music and costume.
- The actuals up to and including May 31 are included in this report.
- The FCSSAA conference is taking place in Edmonton at the Fantasyland Hotel November 8-10.

Thursday, May 4, 2017

Dear FCSS,

I recently attended the Volunteer Appreciation Supper, which was fantastic! Thank you so very much for the wonderful Certificate of Appreciation that was presented to myself and my family. It was a surprise, and while we do not volunteer in our community for any reward other than to help out, it was nice to be recognized.

While listening to the speeches, thanking our volunteers, it brought to mind a couple of conversations I recently had with friends and family from our previous home. Sadly, yet another business was closing its doors there and it will be yet another empty business building in a community that already has too many. Support for their non-profit activities decreases every year. As we discussed how very fortunate that those of us who call Valleyview home are, and why Valleyview seems to be weathering the economic difficulties better, a comment was made "Yes, but Valleyview is welcoming." This is truly what makes Valleyview so wonderful. When we moved to Valleyview three years ago we were immediately made to feel welcome. People from all over the community were friendly and helpful. We had many offers of assistance with everything from helping us find a place to live to suggestions of clubs and after school activities that might be of interest. The FCSS Welcome basket was a pleasant and unexpected surprise, as many other communities have discontinued this practice due to lack of support.

While not especially large, Valleyview has an enormous selection of activities for families to participate in. My children are not only able to continue partaking in the types of things that they previously enjoyed, but a whole host of new options are open them since we have moved to Valleyview. Thanks to the encouragement of others, my children have joined new things that they had not previously considered. This seemingly endless number of activities is only possible due to the hundreds of volunteers dedicating thousands of hours. This willingness to volunteer is encouraged by sincere appreciation from other community members and the FCSS.

As a relative newcomer to Valleyview, I would like to remind you, that Valleyview is a marvelous place to live, thanks to the people who make it a community. Thank you for recognizing the hardworking volunteers and making us all feel appreciated.

Sincerely,

Anita Portsmouth



**MD of Greenview  
Actual to Budget  
Family & Community Support Serv  
For the 5 Months Ending 5/31/2017**

	Actual Y-T-D 2017	Approved Budget 2017	% Used Budget	\$ Unused Budget
<b>Revenues</b>				
Sales of Goods & Services	\$12,309.00	\$42,000.00	29.31%	\$29,691.00
Other Services	20,950.00	43,000.00	48.72%	22,050.00
Shared Funding	0.00	91,000.00	0.00%	91,000.00
Management Fees	0.00	1,500.00	0.00%	1,500.00
	<u>33,259.00</u>	<u>177,500.00</u>	<u>18.74%</u>	<u>144,241.00</u>
<b>Expenses</b>				
Salaries	205,940.17	590,125.00	34.90%	384,184.83
Honorariums	4,573.93	34,000.00	13.45%	29,426.07
Employer Contributions	55,434.51	156,920.00	35.33%	101,485.49
Accommodation & Subsistence	3,962.74	14,700.00	26.96%	10,737.26
Transportation Expenses	26,108.63	69,100.00	37.78%	42,991.37
Training & Education	3,683.99	5,800.00	63.52%	2,116.01
Memberships Seminars Conferences	760.00	10,000.00	7.60%	9,240.00
Advertising Services	146.05	1,500.00	9.74%	1,353.95
Freight & Courier Services	0.00	300.00	0.00%	300.00
Telecommunication Services	2,476.40	8,000.00	30.96%	5,523.60
Mobile Communication Services	980.63	6,000.00	16.34%	5,019.37
Professional Services	1,000.00	15,600.00	6.41%	14,600.00
Auditing & Accounting Services	1,000.00	1,000.00	100.00%	0.00
Repair/Maintenance of Motor Ve	0.00	5,000.00	0.00%	5,000.00
Personal Protection Equipment &	30.00	1,100.00	2.73%	1,070.00
Petroleum & Antifreeze Products	597.80	5,000.00	11.96%	4,402.20
General & Operating Supplies	12,238.91	46,500.00	26.32%	34,261.09
Rental of Residential Building	975.00	38,400.00	2.54%	37,425.00
Grants to Organizations	57,694.36	219,100.00	26.33%	161,405.64
	<u>377,603.12</u>	<u>1,228,145.00</u>	<u>30.75%</u>	<u>850,541.88</u>

## 2017 grants given

organization	grant total	date requested	date provided
GP victims assistance	3,000	January	February
GP volunteer services-LOT	400	January	February
Mountain Metis Nation assoc.	16,000.00	January	February
PACE	\$17,000.00	March	April
Red Willow Lodge senior week BBQ	\$700.00	May	May

total 2017 budget for grants to individual organizations \$65,000.00  
 \$27,900.00 remaining as of June 1, 2017  
 (\$30,000.00 for Grande Cache Activity fund)

The update on FCSS Reserves:

2015 Reserve Balance (MD of Greenview Financial Statement)	
.....	\$291,786
2017 Approved budget (FCSS Motion 16.09.79, moved funds of \$191,786 to 2017 Operational Budget) .....	-\$191,786
Balance.....	
.....	<u>\$100,000</u>
Add, 2016 Surplus to FCSS Reserves	
.....	\$ 84,938
2016 Reserve Balance	
.....	<u>\$ 184,938</u>

Notes:

**6.4 GREEN VIEW FCSS RESERVE FUND**

**MOTION: 16.09.79** Moved by: BOARD MEMBER, DALE SMITH

That Green View Family and Community Support Services Board authorize administration to cap the FCSS reserve at 100,000.00,

with surplus to be applied to the following year's operational budget.

CARRIED

The 2016 Surplus (2016 actual operating expenditures being less than budgeted) was \$84,939.

## REQUEST FOR DECISION

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SUBJECT: **Adult Coordinators Report**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: June 21, 2017

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

---

RELEVANT LEGISLATION:

**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:

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

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BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

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BENEFITS OF THE RECOMMENDED ACTION:

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

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

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ALTERNATIVES CONSIDERED:

**Alternative #1: N/A**

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FINANCIAL IMPLICATION: N/A

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STAFFING IMPLICATION: N/A

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PUBLIC ENGAGEMENT LEVEL:

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**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):**

- June Adult Coordinators report



To: Lisa Hannaford, Manager  
From: Coordinator, Adult  
Subject: June 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 63 clients, 26 reside in Valleyview and 37 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. Currently there are 14 clients participating and 145 meals were delivered in May.

- **Caregiver Workshops**

The May 16 workshop “Just in Case” ran on May 16<sup>th</sup> with 15 participants. The feedback from the participants has been excellent and another full class is booked for June 20<sup>th</sup>. We have started another participant sign up list to hold a workshop in July or at a later date.

- **Cardiac Lunch and Learn**

The Cardiac Lunch and Learn is hosted in partnership with FCSS, Valleyview Recreation and Alberta Health Services. It was held at Memorial Hall, it is facilitated in two sessions. The first session on May 23<sup>rd</sup> we provided lunch while the participants enjoyed two speaker presentations, learned about safe physical activity and nutrition. On May 30<sup>th</sup> we held a cooking class and learn more about appropriate nutrition while eating the lunch we prepared as a group. We had 12 participants that all responded the workshop made them feel they could improve their health.

- **Adult Support and Referral**

The Support and Referral Program supports clientele in many different ways. Commonly we help clients find appropriate programs and then assist with applications and or advocacy. In the month of May, 29 people came in for support with 36 different needs.

- **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.

May 2017		Residence		
Support Needs		MD	VV	SL IR
Other		1	4	0
Referral to Other		1	2	0
Ab Seniors Supports		1	5	0
Canada Pension Plan		0	0	0
Old Age Security/ GIS		0	1	1
Death/ Wills (all)		0	0	0
CRA Inquiry		0	3	0
Elder Abuse Situation		0	0	0
Home Support		1	5	0
Commissioner/ Notary		3	6	2
Monthly Total		7	26	3

												May
VV	MD	SL	Senior	AISH	Low Inc	GST	CCTB	#children	WITB	GIS	REFUND	TOTAL
15	4	13	2	2	28	\$ 11,534.00	\$ 98,550.00	16	\$ 2,569.00	\$ 3,138.00	\$ 8,126.00	\$ 114,651.00

VV	MD	SL	Senior	AISH	Low Inc	GST	CCTB	#children	WITB	GIS	REFUND	TOTAL
219	85	225	165	24	340	\$205,195.00	\$1,052,525.00	171	\$85,845.00	\$788,358.00	\$155,091.00	\$ 2,266,000.00
Total Returns												
529												

**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*

## REQUEST FOR DECISION

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SUBJECT: **Community Resource Centre Coordinators Report**  
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD  
MEETING DATE: June 21, 2017  
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**

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RECOMMENDED ACTION:  
**MOTION: That Green View Family and Community Support Services Board accept the June 2017 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.

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ALTERNATIVES CONSIDERED:  
N/A

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FINANCIAL IMPLICATION: N/A

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STAFFING IMPLICATION: N/A

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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

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**ATTACHMENT(S):**

- June Community Resource Centre Coordinators report



June 7, 2017

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

### Stats Report for May 2017:

Green View FCSS Community Resource Center assisted a total of 570 client visits in the month of May.

The breakdown of May client visits can be seen below.

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support	52	81	65	54	75								
Employment Supports	144	188	131	108	196								
Other Clients	237	225	353	332	299								
<b>Total Clients Visits</b>	<b>433</b>	<b>494</b>	<b>549</b>	<b>494</b>	<b>570</b>								
<b>Residence Break Down:</b>													
MD	106	129	117	109	108								
Sturgeon Lake	104	119	197	167	150								
Town	223	246	235	218	312								
New	19	26	9	5	18								
Returning	414	468	540	489	552								
Total Clients Visits	433	494	549	494	570								

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

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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
Income Support clients	13	23	17	15	14							
Employment Supports	31	33	19	15	26							
Other Clients	62	73	81	24	68							
<b>Total Clients Visits</b>	<b>106</b>	<b>129</b>	<b>117</b>	<b>109</b>	<b>108</b>							
<b>Residence Break Down:</b>												
MD	106	129	117	109	108							
New	10	11	4	2	5							
Returning	96	118	113	107	103							
Total Clients	106	129	117	109	108							
YES	106	129	117	109	108							
NO	0	0	0	0								
<b>Community Social Issues Identified</b>												
CFS	0	1	1	0	1							
Food Bank	2	5	4	2	4							
Mental health	4	8	1	4	4							
Canadian Child Tax Benefits	0	1	0	0	1							
AISH	2	2	2	3	2							
Income Support	13	23	17	15	14							
Alberta Adult/Child Health Benefit	1	1	1	1	1							
Housing/ Heart River Housing	1	0	5	1	0							
Service Canada	5	4	3	7	5							
Seniors Information	11	7	7	7	4							
Canada Revenue Agency	1	8	33(30 CVITP Inq.)	28(21 CVITP Inq.)	8							
Employment Supports	31	33	19	15	26							
Computer Class Participants & Inquires	7	16	0	1	2							
Childcare subsidy	0	0	0	0	0							
program inquires	12	3	6	8	34							
Other questions/inquires	27	24	23	24	21							
<b>Gender</b>												
Male	42	58	47	42	43							
Female	64	71	70	67	65							

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 the Resource Center assisted with ongoing Employment Standards cases, AISH applications, assisting to locate Autism supports, Maintenance Enforcement faxes and paperwork, assisting with creating new email addresses for personal and employment purposes, referrals to WJS and Parent Link, and obtaining medical records from the military.

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
Income Support clients	35	55	43	38	55							
Employment Supports	64	82	53	44	89							
Other Clients	124	109	139	37	168							
<b>Total Clients Visits</b>	<b>223</b>	<b>246</b>	<b>235</b>	<b>218</b>	<b>312</b>							
<b>Residence Break Down:</b>												
Town	223	246	235	218	312							
New	7	14	5	3	13							
Returning	216	232	230	215	299							
Total Clients Visits	223	246	235	218	312							
YES	223	246	235	218	312							
NO	0	0	0	0	0							
<b>Community Social Issues Identified</b>												
CFS	0	1	0	1	1							
Food Bank	8	11	5	4	8							
Mental Health	4	7	5	5	13							
Canadian Child Tax Benefits	5	1	0	0	6							
AISH	5	3	4	8	8							
Income Support	35	55	43	38	55							
Alberta Adult/Child Health Benefit	2	5		6	6							
Housing/ Heart River Housing	4	1	6	3	3							
Service Canada	19	9	4	8	13							
Seniors Information	17	7	8	5	7							
Canada Revenue Agency	7	10	56(54 CVITP Inq.)	48 (40 Cvitp Inq.)	22							
Employment Supports	64	82	53	44	89							
Computer Class Participants & Inquires	7	16	0	1	5							
Childcare subsidy	2	2	2	0	0							
program inquires	7	3	5	8	41							
Other questions/inquires	50	37	41	37	47							
<b>Gender</b>												
Male	97	112	77	80	127							
Female	126	134	158	138	185							



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
Income Support clients	4	3	5	1								
Employment Supports	49	73	59	49								
Other Clients	51	43	133	20								
<b>Total Clients Visits</b>	<b>104</b>	<b>119</b>	<b>197</b>	<b>167</b>	<b>150</b>							
<b>Residence Break Down:</b>												
Sturgeon Lake Cree Nation	104	119	197	167	150							
New	2	1	0	0	0							
Returning	102	118	197	167	150							
Total Clients	104	119	197	167	150							
YES	104	119	197	167	150							
NO	0	0	0	0	0							
<b>Community Social Issues Identified</b>												
CFS	0	0	1	0	0							
Food Bank	0	2	1	1	0							
Mental Health	4	0	0	0	1							
Canadian Child Tax Benefits	0	1	0	2	0							
AISH	3	2	0	0	1							
Income Support	4	3	5	1	6							
Alberta Adult/Child Health Benefit	1	2	0	0	1							
Housing/ Heart River Housing	1	1	0	0	0							
Service Canada	5	5	5	3	4							
Seniors Information	4	1	2	0	1							
Canada Revenue Agency	9	9	94 (84 CVITP Inq.)	89	34							
Employment Supports	49	73	59	49	81							
Computer Class Participants & Inquires	1	0	0	1	1							
Childcare subsidy	0	0	1	0	0							
program inquiries	3	2	1	4	5							
Other questions/inquires	26	32	19	20	18							
<b>Gender</b>												
Male	49	74	84	73	94							
Female	55	45	113	94	56							

The Community Resource Center assisted 570 clients in May. The Resource Center regularly assists clients with their employment needs such as creating and copying resumes, faxing and emailing potential employers, viewing the job board and binder and conducting job searches on the computer. Clients are regularly utilizing the computers to complete online courses that are a prerequisite for employment opportunities. Employment supports increased by 91% in May due to layoffs and ongoing

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unemployment. Road bans that were in effect in May decreased the activity with work projects in the area and clients were looking for more stable sources of income.

Mental Health services was accessed by 18 clients in the month of May, either in the form of information or one on one sessions with the Alberta Health mental health therapist. Canada Revenue Agency inquiries were down over 50% this month, with there being 64 in the month of May. There were still clients needing to file, and inquiries on topics such as information on previous tax years, refund inquiries, how to obtain missing T4's, address changes, and payment arrangements.

One Baby Box was given out this month for a total of 17 handed out at the Resource Center since the beginning of the program.

A set of 6 Computer Basics classes were completed in May. Attendance was down, however those that attended, based on surveys, felt that while they enjoyed and benefited from the variety of questions and skill levels in the larger classes, they enjoyed the smaller classes as it gave them more one on one time with the instructor.

The Community Resource Center Coordinator attended the "Now We are Stronger" Conference on Mental Health in Red Deer May 9<sup>th</sup> and 10<sup>th</sup>. The conference was very well attended and guest speakers at the conference provided great insights on Mental Health and issues such as stereotyping individuals with Mental Health conditions.

Respectfully submitted,  
Corinne D'Onofrio

## REQUEST FOR DECISION

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SUBJECT: **Support Coordinators Report**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: June 21, 2017

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 June 2017 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.

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ALTERNATIVES CONSIDERED:

N/A

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FINANCIAL IMPLICATION: N/A

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STAFFING IMPLICATION: N/A

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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):**

- June Support Coordinators report



June 6<sup>th</sup>, 2017

TO: Lisa Hannaford

FROM: Beverly Osborne, Support Coordinator

SUBJECT: May Coordinator's Report

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

1. The support coordinator assisted 293 of 570 clients during the month of May. There were several clients requesting appointments to complete their taxes throughout the month of May. Many of these clients have several years of income tax to file. There was an increase of clients requiring assistance with resume supports, employment insurance applications and either writing or applying for positions online throughout the month of May.
2. The first session of Finding Our Voices took place on April 28 and ended on May 19<sup>th</sup>. Lack of participants attending the sessions this spring did not allow for adequate discussions during the group sharing exercises therefore, the group ended on the 4<sup>th</sup> week instead of continuing for the full 6 week term.
3. The Support Coordinator is preparing income tax returns for community members who qualify for the program throughout 2017. To date the support coordinator completed income tax returns for 35 persons within the community.
4. The Support Coordinator attended the Northwest Spring Regionals in Grande Cache during the month of May. The Regionals hosted a Blanket Exercise to promote understanding of aboriginal history in Canada. The Regionals offered attendees the opportunity to network as well as to participate in informative sessions with other FCSS employees who reside in the northwest regions of Alberta.
5. As a member of the Heart Committee, the support coordinator assisted with organization of a Blanket Exercise that took place on May 29<sup>th</sup> lead by Patricia Makokis and Margaret Kappo. The intent of this Blanket Exercise was to educate community leaders within Valleyview, Sturgeon Lake, and the MD of Greenview about the history of indigenous peoples in Canada. There was also a session on several topics related to domestic violence, following the blanket exercise which was open to all community members to attend. The post surveys revealed that 100% of the participants know more about the effects of abuse on children following the afternoon workshop.

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6. During the afternoon workshop facilitated by Patricia Makokis, Pace presented information on the program “Parent Informed Trauma” which is intended to heal and educate parents regarding their own traumatic experiences as well as trauma that the child or children may have experienced. This will be a 15 week program which intends to foster healthy relationships in the family as well as increase awareness of the triggers that activate past traumatic events. The potential for this program to increase awareness of trauma and its effects on the family is highly anticipated. Currently there are 10 persons registered on the interest list to attend the training sessions. The support coordinator is included on that list.
7. The Support Coordinator attended an ESS course (Functional Needs) meeting with various other agencies, in Whitecourt on May 24<sup>th</sup>. The emergency social services workshop intends to support those who assist community members during or following emergency evacuations or natural disasters.
8. Mother Daughter Circle was offered in the month of May from the 9<sup>th</sup> to the 30<sup>th</sup>. This program is a structured support group for mothers and their daughters aged 11-14 yrs. The purpose of the circle is to promote a healthy and sustaining bond between mothers and daughters during the transitional years of adolescence. Creative and expressive activities provided girls and their mothers with the opportunity to vocalize needs and envision healthy and valued relationship experiences. Two mother daughter pairs completed the program. Feedback was incredibly positive. The post survey results revealed 100% of the participants believe that they have the ability to improve their relationships.

Respectfully Submitted:

B. Osborne

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

## REQUEST FOR DECISION

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SUBJECT: **Youth Coordinators Report**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: June 21, 2017

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

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RELEVANT LEGISLATION:

**Green View FCSS Policy**– N/A

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RECOMMENDED ACTION:

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

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BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provide to the Board for information.

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BENEFITS OF THE RECOMMENDED ACTION:

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

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

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ALTERNATIVES CONSIDERED:

N/A

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FINANCIAL IMPLICATION: N/A

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STAFFING IMPLICATION: N/A

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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

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**ATTACHMENT(S):**

- June Youth Coordinators report



June 9th, 2017

TO: Lisa Hannaford

FROM: Bretley Dunn, Coordinator, Youth

SUBJECT: June Coordinator's Report

**Programs completed in May, 2017:**

On May 30<sup>th</sup> the fourth and final session of Mother Daughter Circle took place with participants leaving equipped with some tools to assist in healthy communication, conflict resolution, and overall more positive relationships. Although a small group, participants were engaged and committed to working hard to build strength within their mother-daughter bond.

The final two Girls Groups of the 2016-17 school year concluded at Harry Gray Elementary. With a different focus in each group, post-tests have shown positive results. One participant reported "I was in a big fight with a girl, but [Girls Group] helped me get through our big fight, or at least made it so I feel better about myself". The goal of Girls Groups is to build girls' personal strengths and develop social skills which will help them to be more successful at school, at home, and with peers.

**Programs continuing in June, 2017:**

Three grade 5 classes at Harry Gray Elementary will continue to receive *Why Try--This program teaches that although making good choices can be difficult, doing so results in more opportunity, freedom, and self-respect.*

*Home Alone: This 1.5 day long program is offered to all grade 4 classrooms and aims to equip children with the information and skills needed to stay at home alone for short periods of time in a safe and responsible manner. On day two students also learn how to be respectful and safe in their online interactions.* To date the program is completed in 3/5 classrooms with the additional classrooms scheduled to take place in mid-June.

**Successes + Looking Forward**

In the month of May the youth coordinator was able to participate in a number of training and professional development opportunities on a broad range of topics (Food Safe, ESS courses: Functional Needs and Registration and Inquiry, and a blanket exercise facilitated by Patricia Makokis). The blanket exercise in particular has equipped me with important knowledge to continue to ensure Youth Programming is being facilitated in a culturally understanding manner. Additionally, the ESS training was valuable in educating on the proper procedures to follow in the event of a local emergency.

At the principal's request the youth coordinator will be facilitating a one-off presentation regarding digital citizenship and cyberbullying at Harry Gray Elementary for the 5<sup>th</sup> and 6<sup>th</sup> grade students.

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Summer Day Camp registrations are continuing to come in and Sarah MacLellan, Summer Coordinator, is seamlessly filling her role. Camps are promising to look like a wonderful time of fun with specific crafts, games, and conversations planned to encourage the growth of friendships and self-esteem.

Respectfully Submitted,  
Bretley Dunn

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Box 1079  
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T0H 3N0