



REGULAR BOARD MEETING AGENDA

October 17, 2018

9:30am

Meeting Room
Green View FCSS Building

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES		
	3.1 Regular Green View Family and Community Support Services Meeting minutes held September 19, 2018 – to be adopted.		1
	3.2 Business Arising from the Minutes		
#4	DELEGATION	4.0	
#5	OLD BUSINESS	5.0	
	NEW BUSINESS		
#6	6.1 FCSS Manager Report		6
	6.2 FCSS Coordinator, Adult		15
	6.3 FCSS Coordinator, Community Resource Center		19
	6.4 FCSS Coordinator, Support		26
	6.5 FCSS Coordinator, Youth		30
#7	MEMBER REPORTS	7.1 Chair/Member Reports	
#8	CORRESPONDENCE	8.0	
#9	IN CAMERA	9.0	
		10.0	
#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, September 19, 2018

1: Chair Perron called the meeting to order at 9:34 am.
CALL TO ORDER

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

2.0 GREEN VIEW FCSS AGENDA

MOTION: 18.09.44 Moved by: BOARD MEMBER, ROXIE RUTT
 That the September 19, 2018 agenda be adopted as presented.
 CARRIED

**#3.1 REGULAR
 MEETING
 MINUTES**

3.1 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES

MOTION: 18.09.45 Moved by: BOARD MEMBER, TAMMY DAY
 That the Minutes of the Regular Green View FCSS Meeting held on Wednesday, June 20, 2018 be adopted as presented.

CARRIED

**#3.2
 BUSINESS
 ARISING FROM
 MINUTES**

3.2 BUSINESS ARISING FROM THE MINUTES:

#5 OLD BUSINESS

5.0 OLD BUSINESS

**#6 NEW
 BUSINESS**

6.0 NEW BUSINESS

6.1 2019 Proposed Family and Community Support Services Operating Budget

MOTION: 18.09.46 Moved by: BOARD MEMBER, SHAWN ACTON

That Green View Family and Community Support Services Board approve the proposed 2019 operating budget.

CARRIED

Youth Coordinator Sue Suk entered the Board Room at 10:04 am.

Youth Coordinator Sue Suk exited the meeting at 10:06 am.

#4 DELEGATION

4.0 DELEGATION

Delegate Amber Hennig, Director of Town of Grande Cache Family and Community Support Services entered the Board Room at 10:07 am.

Delegate Amber Hennig, Director of Grande Cache Family and Community Support Services exited the Board Room at 11:25 am.

Chair Perron called the meeting to recess at 11:26 am.

Chair Perron called the meeting back to order at 11:33 am.

MOTION: 18.09.47 Moved by: BOARD MEMBER, SHAWN ACTON

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

CARRIED

MOTION: 18.09.48 Moved by: BOARD MEMBER, TANYA BOMAN

That Green View Family and Community Support Services Board approve the grant request of \$25,000.00 to Senior's Outreach with funds to come from the 2019 operational budget, Grants to Organizations.

CARRIED

MOTION: 18.09.49 Moved by: BOARD MEMBER, TRINA PARKER-CARROLL

That Green View Family and Community Support Services Board approve the grant request of \$17,000.00 to PACE (Providing Assistance, Counselling and Education) with funds to come from the 2019 operational budget, Grants to Organizations.

CARRIED

MOTION: 18.09.50 Moved by: BOARD MEMBER, TAMMY DAY

That Green View Family and Community Support Services Board approve the grant request of \$7260.00 to John Howard Society of Grande Prairie with funds to come from the 2019 operational budget, Grants to Organizations.

CARRIED

MOTION: 18.09.51 Moved by: BOARD MEMBER, ROXIE RUTT

That Green View Family and Community Support Services Board approve the grant request of \$3000.00 to Grande Prairie and District Victim Services with funds to come from the 2019 operational budget, Grants to Organizations.

CARRIED

MOTION: 18.09.52 Moved by: BOARD MEMBER, SHAWN ACTON

That Green View Family and Community Support Services Board approve the grant request of \$14 000.00 to Suicide Prevention Resource Center with funds to come from the 2019 operational budget, Grants to Organizations.

CARRIED

MOTION: 18.09.53 Moved by: BOARD MEMBER , TANYA BOMAN

That Green View Family and Community Support Services Board approve the grant request of \$16 000.00 to Mountain Metis Association with funds to come from the 2019 operational budget, Grants to Organizations.

CARRIED

6.2 Valleyview Healthy Families

MOTION: 18.09.54 Moved by: BOARD MEMBER, TRINA PARKER-CARROLL

That Green View Family and Community Support Board authorize administration to provide the Valleyview Branch of Healthy Families \$1200.00 to purchase the newest edition of the Active Parenting Program Kit, with funds to come from the 2018 operational budget, Grants to Organizations.

CARRIED

6.3 Grande Cache Family and Community Support Services

6.4 FCSS MANAGER REPORT

MOTION: 18.09.55 Moved by: BOARD MEMBER, TAMMY DAY

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

CARRIED

Board Member Tanya Boman exited the meeting room at 12:00pm.

MOTION: 18.09.56 Moved by: BOARD MEMBER, TRINA PARKER-CARROLL
That the Green View FCSS Board authorize Administration to purchase a table at the Valleyview Victim's Assistance Extravaganza fundraiser on September 29, 2018 for the amount of \$420.00.

CARRIED

6.5 FCSS COORDINATOR, ADULT

MOTION: 18.09.57 Moved by: BOARD MEMBER, ROXIE RUTT
That the Green View FCSS Board accept the September 2018 Adult Coordinator's report as presented for information.

CARRIED

6.6 FCSS COORDINATOR, COMMUNITY RESOURCE CENTER

MOTION: 18.09.58 Moved by: BOARD MEMBER, SHAWN ACTON
That the Green View FCSS Board accept the September 2018 Community Resource Center Coordinator's report as presented for information.

CARRIED

6.7 FCSS COORDINATOR, SUPPORT

MOTION: 18.09.59 Moved by: BOARD MEMBER, TAMMY DAY
That the Green View FCSS Board accept the September 2018 Support Coordinator's report as presented for information.

CARRIED

6.8 FCSS COORDINATOR, YOUTH

MOTION: 18.09.60 Moved by: BOARD MEMBER, TRINA PARKER-CARROLL
That the Green View FCSS Board accept the September 2018 Youth Coordinator's report as presented for information.

CARRIED

**#7
MEMBER
REPORTS**

7.1 CHAIR/MEMBER REPORTS

BOARD MEMBER PARKER-CARROLL

- No report at this time

BOARD MEMBER DAY

- No report at this time

BOARD MEMBER RUTT

- No report at this time

BOARD MEMBER ACTON

- No report at this time

CHAIR PERRON

- No report at this time

#8
CORRESPONDENCE

8.0 CORRESPONDENCE

#9 IN CAMERA

9.0 IN CAMERA CONFIDENTIAL ITEM

The next Green View FCSS Board Meeting will be tentatively scheduled for Wednesday, October 17, 2018 at 9:30am.

#10
ADJOURNMENT

10.0 ADJOURNMENT

MOTION: 18.09.61 Moved by: BOARD MEMBER, ROXIE RUTT
That this meeting adjourn at 12:53 pm.

CARRIED

F.C.S.S. MANAGER

F.C.S.S. CHAIR

REQUEST FOR DECISION

SUBJECT: **Managers' Report**

SUBMISSION TO: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: October 17, 2018

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

RELEVANT LEGISLATION:

Green View FCSS Policy– N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the October 20, 2018 Managers report as presented for information.

BACKGROUND/PROPOSAL:

Monthly Managers reports are provided to the Board for information.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- October Managers report



Managers Board Report – Regular FCSS Board Meeting October 17, 2018

Dear Board Members,

On September 26, 2018, the Town of Grande Cache voted 97% in favour to dissolve into the MD of Greenview and become a hamlet. The dissolution is now in the hands of Cabinet, who will make the final decision. This last leg of the dissolution may be completed as early as January 1, or may take another 6 months to a year, so at this point administration is proceeding as usual, with no immediate changes. Council will make decisions on board make up, representation and matters of governance as time unfolds.

The Canadian Mental Health Association, in conjunction with the Family and Community support services of Alberta, (FCSSAA), have asked the FCSS offices throughout Alberta if they would like to take part in a rural mental health project. This project is in its early stages, and covers a three year timespan. Although Green View FCSS has forwarded an expression of interest, more information has been released about the project including budget, expectations of community animators, and hours of training leading. A conversation around these details at the Board level will be helpful in proceeding forward.

The homelessness estimation will come to a completion October 12. The task force has collected well over 60 surveys. Once the surveys have been tallied, results will be shared with the Board, Council and the public.

Unfortunately, due to unforeseen circumstances, no Board members were able to attend the Age in Place Laneway House Research Project Workshop in Calgary. The Grovedale Seniors Housing Committee forwarded their business plan to John Brown, and there may be a possibility to attend another workshop, as many were not able to attend due to inclement weather.

The Valleyview Library Family Literacy and Valleyview Parent Link have collaborated with Green View FCSS to host guest speaker Judy Arnall on the evening of October 23 at the library. Ms. Arnall is the author of the international bestseller “Discipline Without Distress”: 135 Tools for raising caring, responsible children without time-out, spanking, or bribery”. The well-known guest speaker will deliver a presentation called, “Building a Three Pound Computer: How Digital Technology Affects Childhood Brain Architecture.

The Directors Network Committee representatives who sit on the FCSSAA Board conversed with other DNC members at the yearly retreat on September 27 & 28 to determine future terms on the FCSSAA board. The DNC recommends keeping 2 year terms on the Board, and representatives can be re-nominated for up to 3 terms. The Green View FCSS Manager was re-nominated for another 2 year term.

The HEART committee is in the planning stages for the third annual Breakfast with the Guys, held at the Burnside Performing Arts Building on November 1 @ 7:00 a.m. The Breakfast will be followed by a morning session to delve further into issues, and then after lunch presentations will follow at Hillside High School. This year's topic includes a discussion on healthy masculinity.

Finally, included in this report is a copy of the current Home Support Policy, plus one with revisions. Please review the proposed changes, and if the Board agrees, the revised Home Support Policy can be adopted at the monthly meeting.

I look forward to seeing you on Wednesday October 17 at 9:30.

Warm regards,

Lisa

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C

Y

Title: HOME SUPPORT

Policy No: 5000

Approval:

Effective Date:



Supersedes Policy No: (FC 01) ***MUNICIPAL DISTRICT OF GREENVIEW NO. 16***
“A Great Place to Live, Work and Play”

Policy Statement: Green View FCSS believes it is appropriate to provide home support service on a cost-sharing basis to allow people to remain in their own homes.

Purpose: To provide guidelines on how to administer the Green View Home Support program.

Principles:

1. The authority to approve Home Support governance policies is vested in the Green View FCSS Board as the governing body.
2. Annually, the Board will establish a budget for the Home Support Program.
3. Eligibility of clients is based on, but not limited to, the following factors:
 - income
 - physical ability
 - availability of other resources
 - health agency referral
4. Services to be provided include, but are not limited to:
 - assistance with light housekeeping
 - minimal ~~child~~ respite
 - meal preparation
 - ~~-pre and post natal respite~~
 - ~~-parental substitute to help overburdened families~~
 - ~~-providing supplemental care for seniors~~
 - travel to ~~medical appointments and shopping~~ essential services

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Approved:

P R O C E D U R E



MUNICIPAL DISTRICT OF GREENVIEW NO. 16 ***“A Great Place to Live, Work and Play”***

Procedure Title: HOME SUPPORT

Procedure No: 5000 -01

Approval:

Effective Date:

Supersedes Procedure No:

1. Definitions

1.1. Respite Care means care provided on a short term basis that is provided during regular work day hours.

2. Responsibilities

2.1. Staff

2.1.1. The Home Support Coordinator will advertise and promote Home Support services through newsletters, brochures, health agencies and other community groups.

2.1.2 The Home Support Coordinator will conduct an interview and complete an assessment form, which will include, but not be limited to, the following:

- income
- living and medical expenses
- insurance and utilities
- vehicle expenses

2.1.3 The information collected will be used in conjunction with the sliding scale (schedule A) in determining client eligibility and establishing the fee to be charged.

2.1.4 When a client is approved for the program, the Home Support Coordinator will coordinate services with the Home Support Worker.

P R O C E D U R E

2.1.5 The Home Support Coordinator will provide statistics to Manager on the number of clients, type of services provided, and hours worked on a monthly basis. The Manager will in turn report to the Board.

2.1.6 The Home Support Coordinator will provide the client with written notice prior to removing them from the program.

2.2 **Board**

2.2.1 The Board will, within thirty (30) days, meet to hear any appeals from clients who have been removed from the program. The Board's decision is final and binding to all parties.

2.2.2 The Home Support fee is to be reviewed and approved annually by the Board.
~~and submitted to Council for approval.~~

2.3 **Members of the public**

2.3.1 Individuals or family members may request support through this program by contacting ~~this wont indent for me!!!~~ the Home Support Coordinator.

2.3.2 In the event a client is removed from the program and disagrees with the decision of The Home Support Coordinator, they may appeal in writing to the Board within seven (7) days of the discontinued service.

3.0 **General Provisions**

3.1 To protect staff and municipality from liability, Home Support workers may not provide current Green View Home Support clients service outside of agreed upon number of hours per week.

3.2 All services will be provided based on a maximum of 4 hours per week per client. Requests for additional hours may be approved by the Home Support Coordinator or the FCSS Manager.

4.0 End of Procedure

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Title: Home Support

Policy No: 5000

Effective Date:

FCSS Motion Number:

Greenview Council Motion Number:

Supersedes Policy No:

Review Date: (3 years from effective date)



Purpose: The purpose of the Home Support Policy is to provide guidelines on how to administer the Green View Home Support program.

DEFINITIONS

Respite Care means care provided on a short term basis that is provided during regular work day hours.

The Board means the Green View Family and Community Support Services Board.

POLICY

1. Green View FCSS believes it is appropriate to provide home support service on a cost-sharing basis to allow people to remain in their own homes.
2. The authority to approve Home Support governance policies is vested in the Green View FCSS Board as the governing body.
3. Annually, the Board will establish a budget for the Home Support Program.
4. To protect staff and municipality from liability, Home Support workers may not provide current Green View Home Support clients service outside of agreed upon number of hours per week.
5. All services will be provided based on a maximum of 4 hours per week per client. Requests for additional hours may be approved by the Home Support Coordinator or the FCSS Manager.

PROCEDURE

1. Eligibility of clients is based on, but not limited to, the following factors:
 - a. Income
 - b. Physical ability

- c. Availability of other resources
 - d. Health agency referral
- 2. Services to be provided include, but are not limited to:
 - a. Assistance with light housekeeping
 - b. Minimal respite
 - c. Meal preparation
 - d. Travel to essential services
- 3. Responsibilities
 - 3.1. Staff
 - 3.1.1. The Home Support Coordinator will advertise and promote Home Support services through newsletters, brochures, health agencies and other community groups.
 - 3.1.2. The Home Support Coordinator will conduct an interview and complete an assessment form, which will include, but not be limited to, the following:
 - a. income
 - b. living and medical expenses
 - c. insurance and utilities
 - d. vehicle expenses
 - 3.1.3. When a client is approved for the program, the Home Support Coordinator will coordinate services with the Home Support Worker.
 - 3.1.4. The Manager of FCSS will report to the Board on the number of clients, types of services provided, and hours worked in the Home Support Program.
 - 3.1.5. The Home Support Coordinator will provide the client with written notice prior to removing them from the program.
 - 3.2. Board
 - 3.2.2. The Board will, within thirty (30) days, meet to hear any appeals from clients who have been removed from the program. The Board's decision is final and binding to all parties.
 - 3.2.3. The Home Support fee is to be reviewed and approved annually by the Board.
 - 3.3. Members of the Public
 - 3.3.2. Individuals or family members may request support through this program by contacting the Home Support Coordinator.
 - 3.3.3. In the event a client is removed from the program and disagrees with the decision of the Home Support Coordinator, they may appeal in writing to the Board within seven (7) days of the discontinued service.

REQUEST FOR DECISION

SUBJECT: **Adult Coordinators Report**

SUBMISSION TO: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: October 17, 2018

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

RELEVANT LEGISLATION:

Green View FCSS Policy– N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- October Adult Coordinators report

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

- **Home Support**

The Home Support program provides basic housekeeping, meal preparation, limited respite and transportation to medical appointments or grocery shopping. At the end of September we have 71 clients. 29 residing in Valleyview and 42 within the MD. 7 trips for medical appointments were provided.

- **Wheels 4 Meals**

The Wheels 4 Meals program is a partnership between Red Willow Lodge and Green View FCSS. FCSS provides delivery of the meals prepared by the Lodge to residents within the Town of Valleyview. In September we delivered 91 meals.

- **Older Adult Info Day**

Scheduled on Oct 11th at the Greenview Regional Multiplex. This will be a more conference style day with multiple sessions running in different rooms and the participants will be able to choose what they wish to attend. Sessions will include information about Osteoporosis, Finding Balance, Senior Benefits and Pensions, Cannabis Medication, Stress management, Frauds and Elder Abuse, Emergency Preparedness, Lifeline supports and Multiplex tours, Equipment orientations, Aqua fit, and other physical education information. Lunch will be provided by Power Up, the cafe at the multiplex.

- **Older Adult Info Day Grovedale**

After reviewing the attendance results over the last number of years for the Older Adult Day in Grovedale, we are considering that a different format may be better for this community. We are recommending that we invite the residents to let us know what workshops they would like to have come to them. By sending out an invite by mail to all the post boxes in Grovedale and posting in the MD Newsletter we can provide the community members with a variety of available workshops and invite them to let us know what they are interested in.

- **Balance Yoga**

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

A new Balance set starts in Valleyview on Oct 5th and will run twice a week for 15 sessions, ending on Dec 3rd.

A set of 10 sessions will run in DeBolt starting as soon as dates and times can be settled between the instructor and the facility.

- Workshops**

We have started scheduling Workshops to run during the fall and winter. The plan is to have these dates available so people can register at the Older Adult Day on Oct 11th. The Workshops may include Finding Balance, Aging in Place, Emergency Preparedness, Just in Case and some Caregiver support workshops such as Good Grief and Caregiver Stress.

- 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.

September

VV	MD	SL	Senior	Low Inc	GST	CCTB	#children	WITB	AB Benefit	GIS	REFUND	TOTAL
3	11	18	2	29	\$ 10,251.00	\$ 33,649.00	6	\$ 5,236.00	\$ 5,117.00	\$ 9,000.00	\$ 14,186.00	\$ 77,439.00

Year to Date Totals

VV	MD	SL	Senior	Low Inc	GST	CCTB	#children	WITB	AB Benefit	GIS	REFUND	TOTAL
193	86	222	172	328	\$206,873.00	\$1,083,068.75	178	\$73,043.00	\$387,766.00	\$943,972.00	\$133,350.00	\$2,828,072.75
			500									2018

- Adult Support and Referral**

The Support and Referral Program supports clientele in many ways. Commonly we help clients find appropriate programs and then assist with applications and or advocacy. In the month of September we assisted 31 people with 69 different needs.

Sept 2018	Residence			31
Support Needs	MD	VV	SL IR	Explanation/ Example
Admin Assist	3	2	5	Faxing, Photocopying, Scanning or Typing for someone
Advanced Planning	2	1		Personal Directives, Guardianship, Funeral Planning
Advocacy/ Mediation		2		With anyone, Family, Businesses, Government
Alberta Benefits	1	4		Alberta Supports, Blue Cross, Alberta Health, AISH
Caregiver Supports		1		Info on programs, strategies, referrals to other
Commissioner/ Notary	1	2		
CRA Inquiry	1	3	3	any Income Tax inquiries, not filing
Elder Abuse				Queries and Advise
Estate Planning/ Handling	2	1	2	Power of Attorney, Wills, Paperwork after a funeral
Federal Benefits	1	3	2	GST, Canada Child Tax Benefit, Guaranteed Income
Federal Pensions		4		CPP, CPP Disability, OAS
Home Support/ Wheels for Meals	7	2		Queries, home visits
Legal	1		1	Queries, Paperwork,
Maintenance Enforcement Prog	1	1		Queries, form assistance
Other FCSS Prog	1	1		Referral to another program or worker within FCSS
Referral to other Agency	2		2	
Supportive Listening	1	3		
Technology Assistance				cell phone, internet, CRA accounts, email- etc
Monthly Total	24	30	15	69

Michelle Hagen
Adult Coordinator

REQUEST FOR DECISION

SUBJECT: **Community Resource Centre Coordinators Report**
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD
MEETING DATE: October 17, 2018
DEPARTMENT: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES

REVIEWED AND APPROVED FOR SUBMISSION
GM:
MANAGER:LDH
PRESENTER:LDH

RELEVANT LEGISLATION:
Green View FCSS Policy– N/A

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

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

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

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

ALTERNATIVES CONSIDERED:
N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

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

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- October Community Resource Centre Coordinators report



October 3, 2018

TO: Lisa Hannaford, Manager

FROM: Corinne D'Onofrio, Community Resource Center Coordinator

SUBJECT: October Coordinator Report

Stats Report for September 2018:

Green View FCSS Community Resource Center assisted a total of 470 client visits in the month of September.

The breakdown can be seen below.

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Year TOTAL
Income Support	58	50	35	41	48	60	49	86	55				
Employment Supports	141	111	56	62	84	88	111	74	135				
Other Clients	254	264	358	403	224	154	167	208	280				
Total Clients Visits	453	425	449	506	356	375	400	432	470				
Residence Break Down:													
MD	115	110	105	121	89	96	101	97	80				
Sturgeon Lake	105	107	103	117	71	65	96	99	139				
Town	233	208	241	268	196	214	203	236	251				
New	1	5	4	3	2	11	4	1	9				
Returning	452	420	445	503	354	364	396	431	461				
Total Clients Visits	453	425	449	506	356	375	400	432	470				

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

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

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

Year End Report 2018	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support	58	50	35	41	48	60	49	86	55	0	0	0	482
Employment Supports	141	111	56	62	84	88	111	74	135	0	0	0	862
Other Clients	256	283	363	366	239	227	231	262	280	0	0	0	2507
Total Clients Visits	453	425	449	506	356	375	400	432	470	0	0	0	3866
Residence Break Down:													
MD	115	110	105	121	89	96	101	97	80	0	0	0	914
Sturgeon Lake	105	107	103	117	71	65	96	99	139	0	0	0	902
Town	233	208	241	268	196	214	203	236	251	0	0	0	2050
New	1	5	4	3	2	11	4	1	9	0	0	0	40
Returning	452	420	445	503	354	364	396	431	461	0	0	0	3826
Total Clients	453	425	449	506	356	375	400	432	470	0	0	0	3866
Information and Referral Indicators													
As a result of Green View FCSS Information and Referral program, I know more about how to access the													
YES	453	425	449	506	356	375	400	432	470	0	0	0	3866
NO	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Social Issues Identified													
CFS	1	3	2	2	8	3	0	3	0	0	0	0	22
Food Bank	6	7	4	13	7	11	4	10	8	0	0	0	70
Mental Health	3	8	8	9	6	3	15	14	14	0	0	0	80
Canadian Child Tax Benefits	7	8	6	4	4	1	6	4	2	0	0	0	42
AISH	4	9	9	22	13	18	8	14	19	0	0	0	116
Income Support	58	50	35	41	48	60	49	86	55	0	0	0	482
Alberta Adult/Child Health Benefit	10	12	6	8	4	6	3	7	3	0	0	0	59
Housing/ Heart River Housing	8	6	7	6	8	3	13	17	4	0	0	0	72
Service Canada	22	28	24	15	12	14	15	14	26	0	0	0	170
Seniors Information	17	22	27	10	20	24	24	51	16	0	0	0	211
Canada Revenue Agency	21	53(37 CVITP)	171(158 CVITP)	163(141 CVITP)	31	27	43	39	28	0	0	0	
Employment Supports	141	111	56	62	84	88	111	74	135	0	0	0	862
WCB (Worker's Compensation Board)	3	0	1	1	0	2	0	2	0	0	0	0	9
Computer Class Participants & Inquires	2	0	0	0	4	0	0	0	1	0	0	0	7
childcare subsidy	0	0	0	0	3	3	1	4	1	0	0	0	12
program inquires	15	21	31	28	15	22	34	34	21	0	0	0	221
Legal (faxes, forms, calls)	9	15	5	2	12	14	16	24	18	0	0	0	115
Other questions/inquires	126	95	123	124	101	92	86	109	122	0	0	0	978

The category “other” can represent clients coming in to the Resource Center or calling for information regarding or referrals to various agencies or organizations. These organizations can be Valleyview Community Learning Council, Victim’s Assistance, WJS, Parent Link, Alberta Health Services- the Health Unit, and registries. 19 clients were assisted with AISH in the month of September. Completing new applications, reviewing partially completed applications, phone calls, and photocopying supporting documents are all part of assisting clients with AISH.

Other assistance provided to clients in September was support with Passport applications, pension applications, one on one supportive listening, referrals to Lila’s Angels, birth certificate applications, and Jumpstart applications online.

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

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	38	38	29	30	35	48	30	55	41				
Employment Supports	64	37	33	34	47	56	63	45	71				
Other Clients	131	133	179	204	114	110	110	136	139				
Total Clients Visits	233	208	241	268	196	214	203	236	251				
Residence Break Down:													
Town	233	208	241	268	196	214	203	236	251				
New	1	0	3	2	1	6	2	1	5				
Returning	232	208	238	266	195	208	201	235	246				
Total Clients Visits	233	208	241	268	196	214	203	236	251				
YES	233	208	241	268	196	214	203	236	251				
NO	0		0	0		0	0		0				
Community Social Issues Identified													
CFS	1	2	1	1	3	2	0	3	0				
Food Bank	4	6	4	8	5	10	2	5	6				
Mental Health	1	5	7	6	4	3	11	11	11				
Canadian Child Tax Benefits	6	7	6	2	4	0	3	3	1				
AISH	3	5	6	10	7	11	4	5	11				
Income Support	38	38	29	30	35	48	30	55	41				
Alberta Adult/Child Health Benefit	4	7	2	4	4	5	1	4	1				
Housing/ Heart River Housing	7	4	6	5	6	3	12	15	4				
Service Canada	8	12	6	7	6	9	5	7	13				
Seniors Information	9	14	15	5	8	14	10	20	10				
Canada Revenue Agency	8	21 (CVITP) 16	85(78CVITP)	74(63CVITP)	13	8	15	16	8				
Employment Supports	64	37	33	34	47	56	63	45	71				
WCB(Workers Compensation Board)	2	0	0	0	0	1	0	0	0				
Computer Class Participants & Inquires	1	0	0	0	3	0	0	0	0				
Childcare subsidy	0	0	0	0	3	3	1	4	1				
program inquires	7	11	18	13	7	6	6	10	14				
Legal (faxes, forms, calls)	3	7	3	0	6	9	2	11	10				
Other questions/inquires	69	43	59	60	53	45	33	54	52				

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

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	4	1	0	0	0	1	7	5					
Employment Supports	47	46	14	13	19	20	32	22					
Other Clients	54	60	89	104	52	44	57	72					
Total Clients Visits	105	107	103	117	71	65	96	99					
Residence Break Down:													
Sturgeon Lake Cree Nation	105	107	103	117	71	65	96	99					
New	0	0	0	0	0	1	0	0					
Returning	105	107	103	117	71	64	96	99					
Total Clients	105	107	103	117	71	65	96	99					
YES	105	107	103	117	71	65	96	99					
NO	0	0	0	0	0	0	0	0					
Community Social Issues Identified													
CFS	0	0	0	1	0	1	0	0					
Food Bank	0	0	0	0	0	0	0	1					
Mental Health	1	0	0	0	0	0	1	0					
Canadian Child Tax Benefits	1	1	0	2	0	1	3	1					
AISH	0	4	1	4	6	0	0	7					
Income Support	4	1	0	0	0	1	7	5					
Alberta Adult/Child Health Benefit	3	1	0	1	0	0	1	0					
Housing/ Heart River Housing	0	0	0	1	1	0	0	1					
Service Canada	5	10	6	4	2	3	7	3					
Seniors Information	5	5	3	2	6	3	7	6					
Canada Revenue Agency	10	25(cvitp-15)	53(48 CVITP)	61	18	18	26	19					
Employment Supports	47	46	14	13	19	20	32	22					
WCB (Worker's Compensation Board)	0	0	1	0	0	0	0	0					
Computer Class Participants & Inquires	1	0	0	0	0	0	0	0					
Childcare subsidy	0	0	0	0	0	0	0	0					
program inquiries	3	3	1	0	1	0	1	2					
Legal (faxes, forms, calls)	3	4	0	2	4	3	7	5					
Other questions/inquires	25	19	39	33	17	16	25	29					

The Community Resource Center assisted with 470 client visits in September. Clients continue to access services at the Resource Center related to their employment needs, Income support, or other referrals. 135 client visits were for employment related issues in July and a total of 55 visits were regarding income supports. Employment supports almost doubled in September and visits pertaining to Income support rose decreased by almost a third. These visits included clients receiving and completing new paperwork required by workers in High Prairie, faxing documents, accessing personal information to provide to workers, phone calls, and job search to complete requirements of Alberta Works. Many of Alberta Works clients are requiring numerous services, such as the Food Bank, AISH applications, applications for various pieces of identification, and addictions and mental health services.

Mental Health services were accessed by 14 clients in the month of September. These visits are either in the form of information or one on one sessions with the Alberta Health mental health therapist.

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Clients can also access support from an outreach worker from Odyssey House twice a month at Green View FCSS. There are four appointments on each of these days that can be made by self-referral or through another agency such as Victims Services. These appointments continue to be well attended by clients.

Clients continue to access the Baby Boxes and complete the online education portion of the program either from the Community Resource Center or from their homes. As of the end of September 2018, we have given out 59 Baby Boxes to families in the area since beginning the program. We are currently waiting for a new shipment of Baby Boxes to arrive.

Respectfully submitted,
Corinne D'Onofrio

REQUEST FOR DECISION

SUBJECT: **Support Coordinators Report**

SUBMISSION TO: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: October 17, 2018

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

RELEVANT LEGISLATION:

Green View FCSS Policy– N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- October Support Coordinators report



October 4th, 2018

TO: Lisa Hannaford

FROM: Beverly Osborne, Support Coordinator

SUBJECT: Coordinator's Report

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

1. The support coordinator assisted 187 of 470 clients during the month of September. There has been an increase in the number of clients requiring employment as well as financial supports.
2. As a member of the H.E.A.R.T Committee, the Support Coordinator is assisting in the organization of the next Breakfast with the Guys, which will take place on November 1. Posters have been distributed throughout the community in an advertising campaign to increase awareness about the event. The breakfast will be attended by men in an initiative to prevent domestic violence in the community.
3. The second training session for the Rural Homelessness Estimation Project was scheduled on September 6th. Individuals will be asked to complete surveys at numerous participating locations in Valleyview including: Green View FCSS, Valleyview Food Bank, Victims Assistance and Parent Link. The Homelessness Estimation project will commence September 10th until October 12th. On September 12th the support coordinator distributed surveys at the Valleyview Food Bank. A total of 14 completed surveys were collected that day.
4. On September 5th, the support coordinator attended the workshop: Scribing for Emergency Management facilitated by AEMA (Alberta Emergency Management Agency). The workshop was held at Green View FCSS.
5. The H.E.A.R.T. Committee was granted funds through the Family and Community Safety Grant for 2018. The Support Coordinator completed the interim report on September 13th for submission to the evaluation and measurement analyst. The report consists of actions and measurements that are used to validate the need for programs in the community that support the H.E.A.R.T. Committee's initiative, to reduce domestic violence.
6. Registration for Finding Our Voices (a self-esteem program for women) was conducted throughout September. There are currently 14 women registered for the program which begins on October 4th.

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Respectfully Submitted:

B. Osborne

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

REQUEST FOR DECISION

SUBJECT: **Youth Coordinators Report**

SUBMISSION TO: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: October 17, 2018

GM:

MANAGER:LDH

DEPARTMENT: GREEN VIEW FAMILY AND
COMMUNITY SUPPORT SERVICES

PRESENTER:LDH

RELEVANT LEGISLATION:

Green View FCSS Policy– N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION: N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- October Youth Coordinators Report



October 5th, 2018

TO: Lisa Hannaford

FROM: Sue Suk, Youth Coordinator

SUBJECT: October Coordinator's Report

Programs Commencing in October 2018:

- Oscar Adolpheson Primary School:
 - Hands Are Not for Hitting Program: Three grade 1 classes will begin participating in this program which focuses on how children can manage their anger without hitting or throwing a tantrum; includes art projects and story books.
- St. Stephen's Catholic School:
 - I Can Handle Anger Program: Two grade 2 classes will discover ways to recognize their responses to negative feelings such as frustration and disappointment and develop techniques to calm down. This program will be offered for six consecutive weeks.
 - Combined grade 1 class will participate in Hands Are Not for Hitting Program for four consecutive weeks.
- Ridgevalley School:
 - Girls Circle Group: students in grade 5 will participate in a girls group once the Youth Coordinator completes 'Girls Group Facilitator Training' on October 9-10th in Drayton Valley.
- Harry Gray Elementary School:
 - Body Talk and KIDO (Knowing the Issues - Discussing the Options) Programs for Harry Gray students will commence in spring 2019.
- Hillside Junior/Senior High School:
 - SKILLS Program: One grade 8 class will learn about healthy relationships and risks of being sexually active. Two guest speakers from HIV North and Alberta Health Services will address topics on contraceptives and STIs. The goal of this program is to provide accurate information on sexuality and equip youth to resist pressures.

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- Penson School:
 - Youth Coordinator was in touch with the FCSS School Liaison staff and discussed planning for 'Home Alone' Program for spring 2019.
- Greenview Multiplex:
 - Pink Shoe Laces Program: intended for children from the ages 9-12 years is cancelled due to lack of registration and will commence in spring 2019. This is an after-school program that focuses on boosting self-esteem, positive self-image incorporated with various fitness activities.

Other:

FCSS Youth Coordinator will order four stationary bikes, and work surfaces for 'Sparks fly' bikes program at Harry Gray and Oscar Adolphson Primary Schools in conjunction with Mind UP Program. St. Stephen's, Hillside, Ridgevalley, Susa Creek and Penson schools did not request for additional stationary bikes at the moment.

Upcoming:

- Youth Coordinator was invited to participate in Neurosequential Model Training (NMT) developed by Dr. Bruce Perry at Hillside Jr/Sr. High School on October 5th, November 13th and January 31st. This training will address different approaches to working with children who have experienced chronic or complex trauma.
- Youth Coordinator will accompany the guest speaker Tuval DinnerNafshi for school presentations on November 1st.
- Youth Coordinator will attend 'Grief and Loss' Workshop scheduled on November 23rd at PACE in Grande Prairie. This training provides the tools to support students facing a loss of loved ones or separation in the family.

Respectfully Submitted,

Sue Suk