



## REGULAR BOARD MEETING AGENDA

April 19, 2017

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 March 15, 2017 – to be adopted.	1
		3.2 Business Arising from the Minutes	
#4	DELEGATION	4.1 PACE	5
#5	OLD BUSINESS		
#6	NEW BUSINESS	6.2 FCSS Manager Report	28
		6.3 FCSS Coordinator, Adult	36
		6.4 FCSS Coordinator, Community Resource Center	40
		6.5 FCSS Coordinator, Support	46
		6.6 FCSS Coordinator, Youth	50
#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, March 15, 2017

**# 1:** Chair Perron called the meeting to order at 9:32 am.  
**CALL TO ORDER**

**PRESENT**

Chair, Member at Large, Greenview	Roxanne Perron
Vice Chair, Member at Large, Town of Valleyview	Teresa Plontke
Board Member, Member at Large, Greenview	Robin McCullough
Board Member, Member at Large, Greenview	Trina Parker-Carroll
Board Member, Town of Valleyview Councillor	Tanya Boman
Board Member, Greenview Councillor	Roxie Rutt

**ATTENDING**

FCSS Manager	Lisa Hannaford
Recording Secretary	Corinne D’Onofrio

**ABSENT**

Board Member, Greenview Councillor	Dave Hay
------------------------------------	----------

**#2:** **2.0 GREEN VIEW FCSS AGENDA**  
**AGENDA**  
**MOTION: 17.03.29 Moved by: BOARD MEMBER, ROXIE RUTT**  
 That the March 15, 2017 agenda be adopted as presented.

CARRIED

**#3.1 REGULAR MEETING MINUTES** **3.1 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES**  
**MOTION: 17.03.30 Moved by: BOARD MEMBER, TERESA PLONTKE**  
 That the Minutes of the Regular Green View FCSS Meeting held on Wednesday, February 15, 2017 be adopted as presented.

CARRIED

**#3.2 BUSINESS ARISING FROM MINUTES** **3.2 BUSINESS ARISING FROM THE MINUTES:**  
 -information was provided from John Howard Society

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

**#5 OLD BUSINESS** **5.0 OLD BUSINESS**

#6.0  
NEW BUSINESS

**6.0 NEW BUSINESS**

**6.1 GREEN VIEW FAMILY**

**MOTION: 17.03.31** Moved by: VICE CHAIR, TRINA PARKER-CARROLL

That Green View Family and Community Support Services Board adopt the revisions to Green View Family and Community Support Services Grant Policy #5002, as presented.

CARRIED

**MOTION: 17.03.32** Moved by: BOARD MEMBER , TANYA BOMAN

That Green View Family and Community Support Services Board adopt the Green View Family and Community Support Services Grant Program Guidelines, as presented.

CARRIED

**6.2 FCSS MANAGER REPORT**

**MOTION: 17.03.33** Moved by: BOARD MEMBER, TERESA PLONTKE

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

CARRIED

**6.3 FCSS COORDINATOR, ADULT**

**MOTION: 17.03.34** Moved by: BOARD MEMBER , TANYA BOMAN

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

CARRIED

Chair Perron called the meeting to recess at 10:55am.

Chair Perron reconvened the meeting at 11:05am.

**6.4 FCSS COORDINATOR, COMMUNITY RESOURCE CENTER**

**MOTION: 17.03.35** Moved by: VICE CHAIR, TRINA PARKER-CARROLL

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

CARRIED

**6.5 FCSS COORDINATOR, SUPPORT**

**MOTION: 17.03.36** Moved by: BOARD MEMBER, ROXIE RUTT

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

CARRIED

## 6.6 FCSS COORDINATOR, YOUTH

**MOTION: 17.03.37 Moved by:** BOARD MEMBER , TANYA BOMAN

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

CARRIED

### #7 MEMBER REPORTS

## 7.1 CHAIR/MEMBER REPORTS

### VICE CHAIR PLONTKE

- No report at this time

### BOARD MEMBER PARKER-CARROLL

- No report at this time

### BOARD MEMBER RUTT

- No report at this time

### BOARD MEMBER BOMAN

- The Town of Valleyview will be participating in the Trade Fair in Valleyview

### BOARD MEMBER ROBIN MCCULLOUGH

- The Grovedale Hall is being provided free of charge for Green View FCSS programming in the 2017 year provided that the Grovedale logo appear on advertising.

### CHAIR PERRON

- No report at this time

### #8 CORRESPONDENCE

## 8.0 CORRESPONDENCE

### 8.1 JOHN HOWARD SOCIETY

Board member Robin McCullough exited the board room at 11:59am.

**MOTION: 17.03.38 Moved by:** BOARD MEMBER, ROXIE RUTT

That Green View Family and Community Support Services Board accept the correspondence from John Howard Society as presented as information.

CARRIED

**#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, April 19, 2017 at 9:30am.

**#10  
ADJOURNMENT**

**10.0 ADJOURNMENT**

**MOTION: 17.03.39** Moved by: BOARD MEMBER , TANYA BOMAN  
That this meeting adjourn at 12:03 pm.

CARRIED

---

F.C.S.S. MANAGER

---

F.C.S.S. CHAIR

# REQUEST FOR DECISION

---

**SUBJECT:** Delegation-PACE  
**SUBMISSION TO:** GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD  
**MEETING DATE:** April 19, 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 Green View Family and Community Support Services Board accept the presentation from PACE (Providing Assistance, Counselling & Information) as information.

---

**BACKGROUND/PROPOSAL:**  
Pace (Providing Assistance, Counselling & Information), based out of Grande Prairie, provides a range of crisis intervention support and counselling services dealing with sexual abuse, sexual assault, child abuse, and trauma. The organization also offers training designed for community members, professionals, students, first responders and frontline workers in our area.

---

**BENEFITS OF THE RECOMMENDED ACTION:**  
1. The benefit of accepting the presentation is to update the Board on services provided by PACE (Providing Assistance, Counselling & Information).

---

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

---

**ALTERNATIVES CONSIDERED:**  
**Alternative #1:** N/A

---

**FINANCIAL IMPLICATION:**  
**Direct Costs:** N/A  
**Ongoing / Future Costs:** N/A

---

**STAFFING IMPLICATION:** N/A

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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):** N/A

# REQUEST FOR DECISION

---

SUBJECT: **PACE (Providing Assistance, Counselling, & Information)- Grant Request**  
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: April 19, 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 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.**

---

BACKGROUND/PROPOSAL:  
The Community Support Training Program offers workshops to equip community members with the knowledge and skills to better address the social issues that surround them. Many Green View FCSS staff have attended, and continue to access various programs through PACE, all of which enhance professional growth.  
The Sexual Violence Awareness Program increases community member's knowledge of sexual violence, thereby increasing resiliency and the ability of the community to provide support, understanding and compassion.  
The FCSS Board provided \$15,000.00 to PACE in 2016, and \$14,000.00 in 2015.  
The 2017 request totals \$17,000.00-(\$15,000.00 for staffing and supplies and \$2000.00 for travel).

---

BENEFITS OF THE RECOMMENDED ACTION:  
1. The benefits of funding the Sexual Violence Awareness Program and the Community Support Training Program is to ensure both programs are sustainable for the year.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:  
1. There are no perceived disadvantages in approving the funding request.

---



---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** The Board may choose to deny funding or to fund a lesser amount. This alternative is not recommended as these programs may become inaccessible to individuals and professionals who rely on this training and knowledge.

---

**FINANCIAL IMPLICATION:**

**Direct Costs: \$17,000.00**

**Ongoing / Future Costs: N/A**

---

**STAFFING IMPLICATION: N/A**

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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:**

If the Green View FCSS Board chooses to provide funding a letter will be sent to Pace (Providing Assistance, Counselling and Education) outlining the amount granted.

---

**ATTACHMENT(S):**

- Grant Application Form
- 2016 Outcomes Report

## **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

---

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

---

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**

---

### **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		
	Did you provide an expense report?	<b>yes</b>	<b>no</b>
Purpose of Grant			

---

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

**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**



# MD Greenview - Community Social Development Family and Community Support Services 2016 Funded Agency Annual Project Outcomes Report

<b>Agency Name:</b> Pace: Community Support, Sexual Assault & Trauma Centre					
<b>Project Name:</b> Community Support Training					
<b>Primary Target Population:</b> <i>(select population served and account for # of unique clients/participants served)</i>					
<b>Population Served:</b>	<input type="checkbox"/> Children/Youth	<input type="checkbox"/> Seniors	<input type="checkbox"/> Families	<input checked="" type="checkbox"/> Adults	<input type="checkbox"/> Community
<b>Actual # of unique clients/participants:</b>	# _____	# _____	# _____	#18	# _____
<b>Provincial FCSS Strategic Direction Alignment:</b>					
<i>Please select the one Provincial FCSS Strategic Direction that comes from the five regulatory statements (referenced in section 2.1(1)(b) of the FCSS Regulation) and is related to this project.</i>					
SD1	<input type="checkbox"/> Help to develop independence, strengthen coping skills and become more resistant to crisis				
SD2	<input type="checkbox"/> Help to develop an awareness of social needs.				
SD3	<input checked="" type="checkbox"/> Help to develop interpersonal and group skills, which enhance constructive relationships among people.				
SD4	Help people and communities to assume responsibility for decisions and actions, which affect them.				
SD5	<input type="checkbox"/> Help to sustain people as active participants in the community.				
<b>MD of Greenview - Community CSD Family and Community Support Services Priority Outcome</b>					
<b>Social Inclusion</b>		<b>Building Community Potential</b>			
<input type="checkbox"/> Adult Personal Capacity	<input type="checkbox"/> Family Cohesion	<input type="checkbox"/> Social Awareness and Engagement			
<input type="checkbox"/> Enhanced Diversity	<input type="checkbox"/> Positive Child and Youth Development	<input type="checkbox"/> Community Partnership			
		<input checked="" type="checkbox"/> Agency Capacity Building			

<b>Completing Measurement Tool:</b> <i>(please account for the number of unique clients/participants completing the data collection tool; this number may be different than the number served)</i>					#18
<b>Project Outcome(s):</b> <i>(local project outcome)</i>	<b>Project Indicator(s) of Success:</b> <i>(local project indicator supporting outcome based on what you know from measures used)</i>	<b>Provincial Outcome &amp; Alignment:</b> <i>(see attachment)</i>	<b>Measures Bank Measure Number:</b>	<b>Measure(s):</b> <i>(Measure is the question used from the FCSS Measures Bank)</i>	
1. Individuals are equipped to better support community members who are in crisis or have experienced trauma.	1. Individuals attending training report having a greater understanding of supporting & necessary knowledge to help address community members in crisis.	Community social issues are identified and addressed.  <i>Understanding of Community social issues.</i>	PM1 (Intended as Post but used as a Pre-Post)	1. As a result of Community Support Training I have a greater understanding of supporting community members in crisis.  # completing measure: 18 # experiencing a positive change: 17	
			PM3	2. As a result of Community Support Training Series I have the necessary knowledge to help address this community social issue.  # completing measure: 18 # experiencing a positive change: 17	
2. Individuals attending training have confidence in their abilities to help community members in crisis.		N/A	Other (Created for this program)	1. As a result of Community Support Training I have confidence in my ability to help community members in crisis.  # completing measure: 18 # experiencing a positive change: 17	

<b>Additional Information</b>			
<b>Identify Measurement Tool(s) Used:</b>			
<input checked="" type="checkbox"/> Survey	<input type="checkbox"/> Observation	<input type="checkbox"/> Interview	<input type="checkbox"/> Focus Groups
<b>When Measurement Tool(s) Used:</b>			
Pre-test/post-test: both before and after your activities	Post-Only : <input checked="" type="checkbox"/> <b>X</b> After Activities Participants would take post test every time they came. The average of all of their post-tests was the measure of positive (or not positive) change.	<input type="checkbox"/> During your activities	
<b>Other output information: (please report on outputs that only apply to this funded project)</b>			
<b>Volunteer involvement related to this project only:</b>			
# of volunteers: _____		other (please describe and account)	
# of volunteer hours: _____		# of hours of time facilitating workshops : 146	
# of sessions: _____		# of non-unique individual participants: 38	
# of Trainings: _____		# of Workshops done in Valleyview: 1	
# of workshops: 20		# of _____ : _____ # of _____ : _____	

**Stories - please share a story that describes the significant impact for the client/participants.**  
*(a story that is related to a particular client/participant success/positive change and supports this project outcome(s))*

(Not distinguished between City, County, & Greenview)

- "All the knowledge is so good to have. The community should take all these courses! Especially Crisis Intervention, Mental Health First Aid, and knowing what abuse is - understanding family violence" -Comments from Community Support Training Participant
- "The program is extremely beneficial to peer support. It provides us with great resources to excel in the helping profession. I'm so grateful to have been able to have taken all the training" -Comments from Community Support Training Participant
- "I fell so much more comfortable talking to others and giving resources to people who need them; awareness on self harm, new information new understanding, love taking training-ASIST,MHFA-I feel the workshops will help and have felt that I am more aware of people & their symptoms and know the resources and support them with their issues. the workshops I have taken have helped me cope with some triggers in my life and I am approaching Pace after my schooling to help deal with them" -Comments from Community Support Training Participant
- "As a worker in this field I have taken ASIST training many times and have had to use this tool often. I am very grateful for this course and used it often. ex I was asked to assess a young person for suicide because she was cutting. While speaking with her she disclosed that there were many students cutting. Myself and the admin were able to do an intervention connecting many youth and their families to resources. Without ASIST and being able to ask the right questions who knows what would have happened to those kids. Also it was a teachable moment to dispell the myths that cutters/self harming youth are suicidal or just attention seekers" -Comments from Community Support Training Participant

**Continuous Quality Improvement**

Please tell us about two significant findings/things that you have learned about this project after analyzing the data collected.

1. Some repetition of information amongst workshops for those who take all of them.
2. Some workshops could include more hands on or role plays

Please tell us about any changes that will be made to this project as a result of the data analysis.

1. Have considered reducing some of the repetition, however at this time will not reduce it. We recognize that not everyone takes all of the workshops and that repetition can be helpful in the learning process.
2. Add more role plays to some workshops and continue to adapt to what each group needs.

What improvements can be made to the outcome measurement process?

-Looking at experimenting with inputting data onto Outcome Tracker online.

Please tell us about any other successes/challenges your program has experienced:  
*(could be related to program, staffing, system, awareness etc)*

Successes

-Have created and used a short form of survey for participants if they have to fill out multiple surveys for a workshop.

Challenges

-Workshops being as long as they are makes it a challenge for community members and those who work outside of the helping profession to come.

<p>-Brought in and hosted Canada Red Cross RespectedED to do shorter workshops that are more accessible to community members and a train the trainer.</p> <p>-Training is very effective at delivering valuable information to individuals for professional and personal development and growth.</p> <p>-Information is very detailed and well-rounded and taking all of the training provides participants with a comprehensive foundation of knowledge.</p> <p>-Workshops are facilitated by professional, skilled, and enthusiastic instructors with decades of training and experience, that adapt and expand the workshop to the group of individuals and current events.</p> <p>-Training now accounts for credits for College of Social Workers and for Alberta College of Paramedics.</p>	<p>-Training room size is limited and can be too small for the number of participants who attend. Current the maximum amount of participants it can hold is 24.</p> <p>-The compacted training can make it challenging for the college students who attend all of the training.</p> <p>-For the free Red Cross workshops it can be challenging to get commitment to attend from those who sign up.</p> <p>-Sometimes advertising can be a challenge, will continue to work on finding more ways to advertise the workshops.</p>
<p><b>Completed by:</b> Denay Wohlgemuth</p>	<p><b>Date completed:</b> March 30 2017</p>
<p><b>Reported to:</b> (eg. – Staff, Clients, Community, Board, Council, Municipality, Province)</p>	

# MD of Greenview - Community Social Development Family and Community Support Services 2016 Funded Agency Annual Project Outcomes Report

<b>Agency Name:</b>		Pace: Community Support, Sexual Assault & Trauma Centre			
<b>Project Name:</b>		Sexual Violence Awareness Program			
<b>Primary Target Population:</b> <i>(select population served and account for # of unique clients/participants served)</i>					
Population Served:	<input checked="" type="checkbox"/> Children/Youth	<input type="checkbox"/> Seniors	<input type="checkbox"/> Families	<input type="checkbox"/> Adults	<input type="checkbox"/> Community
Actual # of unique clients/participants:	#211	# _____	# _____	# _____	# _____
<b>Provincial FCSS Strategic Direction Alignment:</b>					
<i>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 FCSS Regulation) and is related to this project.</i>					
SD1	<input checked="" type="checkbox"/> Help to develop independence, strengthen coping skills and become more resistant to crisis				
SD2	<input type="checkbox"/> Help to develop an awareness of social needs.				
SD3	<input type="checkbox"/> Help to develop interpersonal and group skills, which enhance constructive relationships among people.				
SD4	<input type="checkbox"/> Help people and communities to assume responsibility for decisions and actions, which affect them.				
SD5	<input type="checkbox"/> Help to sustain people as active participants in the community.				
<b>City of Grande Prairie - Community CSD Family and Community Support Services Priority Outcome</b>					
<b>Social Inclusion</b>			<b>Building Community Potential</b>		
<input type="checkbox"/> Adult Personal Capacity			<input type="checkbox"/> Social Awareness and Engagement		
<input type="checkbox"/> Family Cohesion			<input type="checkbox"/> Community Partnership		
<input type="checkbox"/> Enhanced Diversity			<input type="checkbox"/> Agency Capacity Building		
<input checked="" type="checkbox"/> Positive Child and Youth Development					

**Completing Measurement Tool:**

*(please account for the number of unique clients/participants completing the data collection tool; this number may be different than the number served)*

# 139	<b>Measure(s):</b> <i>(Measure is the question used from the FCSS Measures Bank)</i>		
<p><b>Project Outcome(s):</b> <i>(local project outcome)</i></p> <p>1. Children/Youth's knowledge has increased regarding sexual violence.</p>	<p><b>Project Indicator(s) of Success:</b> <i>(local project indicator supporting outcome based on what you know from measures used)</i></p> <p>1. Gr.4-6 students indicate an increased understanding of sexual abuse.</p> <p>2. Gr.7-12 Students indicate an increased understanding of sexual violence.</p> <p>3. Teachers indicate that their Gr. K-6 students' knowledge of sexual violence has increased.</p> <p>4. Teachers indicate that their Gr.7-12 students' knowledge of sexual violence has increased.</p>	<p><b>Provincial Outcome &amp; Indicator Alignment:</b> <i>(see attachment)</i></p> <p>Community Social Issues are identified and addressed.</p> <p><i>Understanding of Community Social Issues</i></p>	<p><b>Measures Bank Measure Number:</b></p> <p>PM1</p>
			<p>As a result of the "Who Do You Tell?" Program I have a greater understanding of not ok touches to private parts.</p> <p># completing measure: 0</p> <p># experiencing a positive change: 0</p> <p>As a result of the Sexual Violence Presentation I have a greater understanding of sexual violence.</p>
			<p># completing measure: 84</p> <p># experiencing a positive change: 80</p> <p>As a result of the "Sexual Violence Awareness Program", my students have a greater understanding of Sexual Violence.</p>
			<p># completing measure: 7 Staff on behalf of their 83 students</p> <p># experiencing a positive change: 7 Staff on behalf of their 83 students</p>
			<p>As a result of the "Sexual Violence Awareness Program", my students have a greater understanding of Sexual Violence.</p>
			<p># completing measure: 4 Staff on behalf of their 89 students</p> <p># experiencing a positive change: 4 Staff on behalf of their 89 students</p>

Project Outcome(s):	Project Indicator(s) of Success:	Provincial Outcome & Provincial Indicator Alignment:	Measures Bank Measure Number:	Measure(s):
2. Children recognize that they have support systems.	1. Children report knowing more adults that they can go to for support with sexual violence.	Other Adult Relationships  Support	PM1: 8-12 years old	1. As a result of the <i>Who Do You Tell Program</i> I know more adults that I can go to when I need help.  # completing measure: 0 # experiencing a positive change: 0
3. Parents & Teachers, who are in supporting roles of Children & Youth, have an increased knowledge regarding sexual violence and skills to talk with their students/children.	1. Teachers Gr. K-6 report that they have greater a greater understanding of sexual violence.  2. Teachers Gr. 7-12 report that they have greater a greater understanding of sexual violence.	Understanding of Community Social Issues	PM1	1. As a result of the <i>Sexual Violence Awareness Program</i> I have a greater understanding of sexual violence. # completing measure: 7 # experiencing a positive change: 7  1. As a result of the <i>Sexual Violence Awareness Program</i> I have a greater understanding of sexual violence. # completing measure: 4 # experiencing a positive change: 4
	3. Teachers Gr. K-6 report they have the necessary skills to speak about sexual violence with their children.	Positive Family Communication	PM3 (Modified to say "my student(s)" instead of "my child")	As a result of the <i>Sexual Violence Awareness Program</i> I know more about how to talk with my student(s) about sensitive issues.  # completing measure: 7 # experiencing a positive change: 7



<p>4. Parents report they have greater understanding of sexual violence.</p>	<p>Understanding of Community Social Issues</p>	<p>PM1</p>	<p>As a result of the Sexual Violence Awareness Program I have a greater understanding of sexual violence. # completing measure: 8 # experiencing a positive change: 7</p>
<p>5. Parents report having the necessary skills to speak about sexual violence with their children.</p>	<p>Positive Family Communication</p>	<p>PM3</p>	<p>As a result of the Sexual Violence Awareness Program I know more about how to talk with my child about sensitive issues. # completing measure: 8 # experiencing a positive change: 8</p>

**Additional Information**

**Identify Measurement Tool(s) Used:**

Survey       Observation       Interview       Focus Groups

**When Measurement Tool(s) Used:**

Pre-test/post-test: both before and after your activities       Post-Only: After Activities       During your activities

**Other output information: (please report on outputs that only apply to this funded project)**

Volunteer involvement related to this project only:

# of volunteers: \_\_\_\_\_

# of volunteer hours: \_\_\_\_\_

other (please describe and account)  
# of schools/locations receiving presentations 2 (1 Elementary and 1 High School)

# of sessions: \_\_\_\_\_  
# of Trainings: \_\_\_\_\_  
# of workshops: \_\_\_\_\_

# of parent information sessions : 2 (17 Adults attended total)  
# of staff information sessions : 1 (17 Adults attended total)  
# of classes that received 2 Who Do You Tell Presentations: 9  
# of staff sitting in on Who Do You Tell Presentations: 11  
# of classes that received 2 Sexual Violence Presentations : 4  
# of staff sitting in on Sexual Violence Presentations: 5  
# of children/youth students interviewed: 45  
Average time spent per child on individual time: 12.69  
# of cases reported to Western Cree Tribal Council: 0  
# of cases reported to child & family services and RCMP : 7

**Stories - please share a story that describes the *significant impact* for the client/participants.**

*(a story that is related to a particular client/participant success/positive change and supports this project outcome(s))*

- A grade 7-12 teacher wrote on an evaluation something they learned from the presentation was: “Being more knowledgeable with this subject & being approachable for students to come to. Help them & guide them to the right people to help them.”
- A grade 7-12 student wrote on an evaluation that they learned: “How to help people who have been through sexual violence.”
- On an evaluation, an Elementary Teacher wrote ‘I think the presenter did an excellent job. My students were a little uncomfortable – but everyone was engaged and participated positively’.

**Continuous Quality Improvement**

Please tell us about two significant findings/things that you have learned about this project after analyzing the data collected.

1. It would be beneficial to have more recent & up-to-date statistics.
2. Gr.7-12 Students really enjoyed the YouTube videos shown and would like more to be incorporated.
2. Gr. 7-12 Student feels there should be more on how men and woman should treat each other.

Please tell us about any changes that will be made to this project as a result of the data analysis.

1. Continue to include more up-to date statistics
2. Add another YouTube video
3. Look at adding more examples of positive behaviors that youth can incorporate in their lives.

What improvements can be made to the outcome measurement process?

- Simplify pre-post identifying codes for Gr.4-6 Evaluations.
- Adding a short answer question on short evaluations for Gr.7-12.

Please tell us about any other successes/challenges your program has experienced: *(could be related to program, staffing, system, awareness etc)*

Successes	Challenges
<ul style="list-style-type: none"> <li>- We were able to present in a school who had never received the programming before with the help of another principal advocating for us who was a fan of the program.</li> <li>- During presentations, we now encourage children/youth to speak with their parents regarding the content. We then check-in with them on Day 2.</li> <li>- When explaining one-on-one time with students, we are now discussing the limits of confidentiality. This aligns with ethics from the professions of social work and psychology.</li> <li>- We now require principals to sign an agreement before coming into the school. This is beneficial as it clarifies expectations and roles and creates</li> </ul>	<ul style="list-style-type: none"> <li>-Parents are not receiving enough education on the topic. Parent information sessions are offered to parents however attendance is quite low.</li> <li>-Since school principals decide whether the program is offered, there are some principals who choose not to have the program or are so busy they struggle to respond.</li> <li>-The use of a Consent Form to meet ethical standards sometimes results in children being less likely to attend presentations. It also requires more work on the teachers’ part to collect the consent forms.</li> </ul>

more transparency around our individual time.		
<b>Completed by:</b>	Denay Wohlgemuth	<b>Date completed:</b> March 30 2017
<b>Reported to:</b>	(eg. – Staff, Clients, Community, Board, Council, Municipality, Province)	<b>Date reported:</b>

# REQUEST FOR DECISION

---

SUBJECT: **Managers' Report**  
SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD  
MEETING DATE: April 19, 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 Green View Family and Community Support Services Board accept the April 2017 Managers report as presented for information.**

---

BACKGROUND/PROPOSAL:  
Monthly Managers 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 Manager.

---

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

---

ALTERNATIVES CONSIDERED:  
**Alternative #1: N/A**

---

FINANCIAL IMPLICATION: N/A

---

STAFFING IMPLICATION: N/A

---

PUBLIC ENGAGEMENT LEVEL:

**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):**

- April Managers report



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

These additional grant HEART received from the Family and Community Safety grant will be used to host a community education event called the Blanket Exercise scheduled at the Memorial Hall on May 29 @ 9:00 a.m. This 3 hour interactive workshop guides participants through a summarized version of historic events of Canadas Indigenous people from pre-contact to colonization, 60's scoop, and residential schools up to present day conditions. The HEART Team encourages all FCSS Board members to attend. Council members from the Town of Valleyview, MD of Greenview, and Sturgeon Lake Cree Nation have also been invited to attend this exercise. There is space for 50 people to attend the morning's exercise, followed by lunch, RSVP's are required. The afternoon session, open to all community members, will focus on the cycle of violence, effects of children, and strategies to break the cycle.

Volunteer Appreciation dinners will be held at the Memorial Hall in Valleyview on April 26, and at Grovedale Hall on April 27, both dinners are from 5-7 p.m. Nomination forms are available at the FCSS office, and the Grovedale Sub-office.

Grande Prairie Volunteer Services Bureau received one nomination from Greenview (a Student from St. Stephen's) who qualified as a recipient for the Leaders of Tomorrow Awards. These awards recognize youth ages 13-18 who have made outstanding contributions to their community through volunteerism and leadership.

Registration is complete for FCSS Board and staff to attend the FCSS NW Spring Regional meeting held in Grande Cache May 16-18. Accommodations have been secured the Grande Cache Hotel.

The FCSS Manager and various staff attended a mock emergency response exercise in Grovedale on April 4<sup>th</sup>. Numerous agencies, both private and public, were present to exercise response plans in the area.

Two seniors housing meetings, led by the General Manager of Community Services, were conducted in the hamlets of Grovedale and DeBolt. The 2016 survey results were discussed, followed by a presentation from the Director of Grande Spirit Foundations. Both meetings were well attended, and both communities are interested in setting up committees to explore housing options. Support from Greenview will be of an administrative nature.

Dates and halls have been confirmed for the Summer Day Camps. Interviews for the Summer Day Camp Coordinator will be conducted during the last part of April.

Quarterly reports on FCSS programs offered to Greenview residents living near Grande Cache are attached.

The next regularly held FCSS Board meeting is scheduled for June 21 @ 9:30.



Aboriginal Community Activity Fee Assistance Program

**FIRST QUARTER REPORT**

**PERIOD OF TIME COVERED IN THIS REPORT:** January 1, 2017 – March 31, 2017

**NUMBER OF INDIVIDUALS ACCESSING PROGRAM:** 74

**NUMBER OF CLIENT FILES:** 24

**NUMBER OF OPEN CLIENT FILES:** 20

**NUMBER OF CLIENT FILE CLOSURES:** 4

**NUMBER OF APPLICATIONS DECLINE FOR NOT MEETING CRITERIA:** 2

**DEOMGRAPHIC DETAILS**

Number of children (birth – 4)	9
Number of children (5 – 12)	18
Number of youth (13 – 17)	12
Number of adults (18+)	35
<b>TOTAL NUMBER OF CLIENTS</b>	<b>74</b>

**ACTIVITY FEE ASSISTANCE PROVIDED TO**

Number of families	20
Number of youth	0
Number of individuals 18+	4

**REFERRAL INFORMATION**

<b>AGENCY/ORGANIZATION</b>	<b># OF REFERRALS</b>	<b>AGENCY/ORGANIZATION</b>	<b># OF REFERRALS</b>
Addictions (Alberta Health Services)	0	Homework Connection (Aseniwuche Winewak Nation)	0
Child and Family Services (Case Worker)	0	Mental Health (Alberta Health Services)	0
Child and Family Services Early Intervention (Aseniwuche Winewak Nation)	17	Parent Child Assistance Program (Aseniwuche Winewak Nation)	0
Doctor (Alberta Health Services)	0	Parent Link Centre (Aseniwuche Winewak Nation)	0
First Nations, Metis, Inuit Worker (Grande Yellowhead Public School Division)	0	Self-referral (inquired at the FCSS office)	2
TAWOW Centre (Aseniwuche Winewak Nation)	5	Native Counseling Services	0



### REASONS FOR REFERRAL

PRESENTING ISSUE		PRESENTING ISSUE	
Addiction	X	Physical Disability	x
Divorce / Separation	X	Poverty	X
Family Violence	X	Transiency / Social Isolation	
Job Loss	X	Other (please specify)	
Mental Health	X	Other (please specify)	
Parent / Teen Conflict	X	Other (please specify)	
Parenting Skills	X	Other (please specify)	

Billing information January 1, 2017 – March 31, 2017					
Youth (# of passes)	\$97.25/pass	Adult (# of passes)	\$140.25/pass	Family (# of passes)	\$304.25/pass
-	-	2	\$280.50	13	3955.25
<b>TOTAL BILLING FIRST QUARTER</b>					<b>\$4235.75</b>

#### Program Promotion

Promotion of this program started with hand delivered information packages to the following agencies:

- Alberta Health Services – addictions and mental health
- Medical Clinic – doctor referrals
- Child and Family Services office
- Native Counseling Service
- TAWOW Centre – operated by AWN and housing Child and Family Services Early Intervention, Homework Connection, Parent Child Assistance Program, FASD Worker, and Parent Link Centre

On-going promotion happens through:

- Daily interactions with representatives from various agencies
- Information sharing at Interagency meetings

While the majority of our promotion takes place through Aseniwuche Winewak Nation we recently have worked with the medical clinic to increase referrals from our local doctors.

### **Is the program achieving the desired results?**

A strong positive this quarter is the number of clients in comparison to the number of Greenview residents. Individuals are aware this program is not available to those who can afford to purchase their own memberships or do not meet the criteria for the program.

Through the intake process with FCSS staff, consistent follow up for reassessment, and program guidelines we have set a standard that this program is for those in need, while maintaining approachability.

Additionally proof that we are achieving the desired results is the number of client visits to the centre. **The average number of facility participation visits over a 3 month period is 25 per client file.**

Families report increased family time, parents report more active youth with healthy peer groups, and individuals report a decrease in anxiety and anger.

### **Trends Being Noticed**

- Increase in agency cooperation
- Increase in moms working out while children are in school or other extra-curricular activities
- Increase of children making connections with positive roles models such as; lifeguards, fitness personnel, and youth worker

### **Feedback**

- The Early Intervention Worker with AWN has stated this program has been a critical piece for her clients. She is able to encourage self-care with parents which increases their ability to deal with issues at home, plus she is able to recommend a way (primarily public swim) for families to do an activity together creating more quality time and strengthening parent-child bonds.
- A male client in addictions recovery has stated his time in the fitness center is keeping him focused on sobriety.

### **Success Story**

A female client (age 20) has grown up in a less than ideal home. She has no emotional or financial support from her family in her goal to make improvements to her life. The Town of Grande Cache covered the cost for lifeguard training and the regular access to the facility, under this program, allowed her to practice essential skills to pass the lifeguard training. She passed the training and continued to use the facility to strengthen her skills.

She is now currently living in Edmonton, working as a lifeguard, and attending college.

## GIVE ME A BREAK QUATERLY REPORT

REPORTING PERIOD	January 1 – March 29, 2017		
# OF CLIENTS	18		
# OF OPEN FILES	15		
# OF CLOSED FILES	3		
# OF REASSESSMENTS COMPLETED	4		
# OF REASSESSMENTS PENDING	8		
REASONS FOR PENDING REASSESSMENTS	<p>Dates have been set for reassessment and will take place over the next week. 3 clients are on a "part-time" basis and only contact Penny when they need help. Penny conducts reassessments with the part time clients when they access the service.</p>		
<b>CLIENT DEMOGRAPHICS</b>			
Ages 18 – 29			2
Ages 30 – 49			3
Ages 50 – 65			1
Ages 66 - 75			
Ages 75+			9
Resident of Joachim			2
Resident of Kamisak Development Coop			0
Resident Muskeg			1
Resident of Susa Creek			2
Resident of Victor Lake			10
Resident of Wyandie Flats East			
Resident of Wyandie Flats West			
<b>CRITERIA FOR SERVICE</b>			
Note: clients may qualify under one or more of the criteria			
Supplemental Care for Elders			9
Pre or post hospitalization			2
Pre or postnatal home care			
Home Management Assistance			1
Emotional Stress			3
<b>NATURE OF SERVICES PROVIDED</b>			
Housecleaning	11	Meal Preparation	0
Transportation	2	Snow Shoveling	8
Basic Home Repairs	7	Basic Yard Maintenance	12

### CHALLENGES

The biggest challenge is connecting with the clients. Most of them have no phone. Most often the contact has to be made through the workers. This is a challenge that we have learned to work with understanding that clients with no phone will not be installing one.

A couple Greenview residents have tried to access the transportation service offered through this program for reasons that do not meet the "essential need" criteria. We did decline the requests, which was not well received, but encouraged them to access the community bus service to meet their needs.

### SUCSESSES

The biggest success has been by far seeing the look of happiness on the faces of the clients. There hasn't been any negative responses, and I consider that a great success!!!!

Another success was securing a home support worker that is a respected member in the community and truly believes in the value of helping residents. This is seen in the increase of clientele as compared to a year ago.

The worker advocates for the program and encourages residents that have historical not reached out for help, to access the program.

### CLIENT FEEDBACK

Below is client feedback that was provided to Penny, Home Support Coordinator:

After a reassessment that I did this morning, the clients shared with me how happy they are to have the extra help, as they both are not in the best health. They said that the program has been a "Godsend" and are very thankful that we are there to help them.

During a recent home visit with a client, she voiced how very thankful they are. They truly love the company as well as help that they get from the home workers. She said that they wouldn't know what they would do without the help. She looks forward to seeing her worker every week.

I recently visited one of our clients in the hospital. He was so happy to see me and appreciated that I would care enough to visit him. Even though he was only in the hospital for a short stay, he called me when he was back at home and thanked me again for the visit. He also said that he is so happy that this program was started. Since his wife passed away, he was struggled to keep up with everything. Now with the extra help he receives, he doesn't stress as much.

# REQUEST FOR DECISION

---

**SUBJECT: Adult Coordinators Report**  
**SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD** REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE: April 19, 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 April 2017 Adult Coordinators report as presented for information.**

---

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

---

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

---

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

---

**ALTERNATIVES CONSIDERED:**  
**Alternative #1: N/A**

---

**FINANCIAL IMPLICATION: N/A**

---

**STAFFING IMPLICATION: N/A**

---

**PUBLIC ENGAGEMENT LEVEL:**

**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):**

- April Adult Coordinators report

To: Lisa Hannaford, Manager  
From: Coordinator, Adult  
Subject: April 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 64 clients, 27 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 133 meals were delivered in March.

- **Balance**

The Balance program provides therapeutic yoga for the purpose of fall prevention to seniors, people with disabilities/disease and post- surgery recovery. The spring session completed on April 5<sup>th</sup>, there were 18 participants and all of the respondents to the evaluation said that they experienced improvement in their ability to do day to day things and to improve their health. The next sessions will run in the fall in Valleyview and DeBolt.

- **Caregiver Workshops**

Monthly Caregiver workshops have been scheduled up until May. Advertising has been distributed to 16 bulletin boards within Valleyview, to interagency contacts, home support clients and posted on the FCSS Facebook page. February's workshop "Good Grief" did not run due to lack of participation. The April workshop will be "Communication" a workshop that gives information on barriers to communication, effective listening and effective speaking with your care recipient, family members and medical professionals. The May workshop will be "Your Just in Case file" this workshop will be advertised to all community members not just caregivers as it contains valuable information for all stages of life on being prepared for a long term illness or death within the family. It will be a hands on workshop that people will actually get to build their file. June's workshop will be a part 2 of the Just in Case file if needed or used to reschedule "The Paper Dragon". After completion of the June workshop caregiver programming will take a break over summer and resume in the fall.

- **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. The statistics chart gives a basic breakdown of the types of items most commonly assisted with. In the month of February, 39 people came in for support with 58 different needs.

March 2017 Support Needs	Residence		
	MD	VV	SLIR
Other	4	9	2
Referral to Other	1	3	0
Ab Seniors Supports	3	6	0
Canada Pension Plan	2	2	1
Old Age Security/ GIS	0	2	0
Death/ Wills (all)	0	1	0
CRA Inquiry	1	4	0
Elder Abuse Situation	0	0	0
Home Support	4	2	0
Commissioner/ Notary	2	6	3
<b>Monthly Total</b>	<b>17</b>	<b>35</b>	<b>6</b>

- **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 started on March 8<sup>th</sup> and will run through the end of April. We have one volunteer doing tax clinics at the Library in DeBolt, 5 volunteers assisting with tax clinics in the Community Resource Centre. This is the statistics for the month of March only.

VV	MD	SL	Senior	AISH	Low Inc	GST	CCTB	#children	WITB	GIS	REFUND	TOTAL
87	40	85	90	9	114	\$ 80,014.00	\$293,359.00	48	\$41,950.00	\$434,840.00	\$ 88,845.00	\$ 928,270.00

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

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

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

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

*Michelle Hagen*  
*Adult Coordinator*



# REQUEST FOR DECISION

---

**SUBJECT: Community Resource Centre Coordinators Report**  
**SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD** REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE: April 19, 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 April 2017 Community Resource Centre 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 Community Resource Centre Coordinator.

---

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

---

**ALTERNATIVES CONSIDERED:**  
**Alternative #1: N/A**

---

**FINANCIAL IMPLICATION: N/A**

---

**STAFFING IMPLICATION: N/A**

---

**PUBLIC ENGAGEMENT LEVEL:**

**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):**

- April Community Resource Centre Coordinators report



April 7, 2017

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

### Stats Report for March 2017:

Green View FCSS Community Resource Center assisted a total of 549 client visits in the month of March.

The breakdown of March 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										
Employment Supports	144	188	131										
Other Clients	237	225	353										
<b>Total Clients Visits</b>	<b>433</b>	<b>494</b>	<b>549</b>										
<b>Residence Break Down:</b>													
MD	106	129	117										
Sturgeon Lake	104	119	197										
Town	223	246	235										
New	19	26	9										
Returning	414	468	540										
Total Clients Visits	433	494	549										

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

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

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Income Support clients	13	23	17									
Employment Supports	31	33	19									
Other Clients	62	73	81									
<b>Total Clients Visits</b>	<b>106</b>	<b>129</b>	<b>117</b>									
<b>Residence Break Down:</b>												
MD	106	129	117									
New	10	11	4									
Returning	96	118	113									
Total Clients	106	129	117									
YES	106	129	117									
NO	0	0	0									
<b>Community Social Issues Identified</b>												
CFS	0	1	1									
Food Bank	2	5	4									
Mental health	4	8	1									
Canadian Child Tax Benefits	0	1	0									
AISH	2	2	2									
Income Support	13	23	17									
Alberta Adult/Child Health Benefit	1	1	1									
Housing/ Heart River Housing	1	0	5									
Service Canada	5	4	3									
Seniors Information	11	7	7									
Canada Revenue Agency	1	8	33 <sup>(30 CVITP Inq.)</sup>									
Employment Supports	31	33	19									
Computer Class Participants & Inquires	7	16	0									
Childcare subsidy program inquires	0	0	0									
Other questions/inquires	12	3	6									
	27	24	23									
<b>Gender</b>												
Male	42	58	47									
Female	64	71	70									

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 there were requests for information, faxing and assistance with emails on legal issues, Food Safe Certification, student loans, fire permits, directions to various locations, and courses and training opportunities.

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

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	35	55	43										
Employment Supports	64	82	53										
Other Clients	124	109	139										
<b>Total Clients Visits</b>	<b>223</b>	<b>246</b>	<b>235</b>										
<b>Residence Break Down:</b>													
Town	223	246	235										
New	7	14	5										
Returning	216	232	230										
Total Clients Visits	223	246	235										
YES	223	246	235										
NO	0	0	0										
<b>Community Social Issues Identified</b>													
CFS	0	1	0										
Food Bank	8	11	5										
Mental Health	4	7	5										
Canadian Child Tax Benefits	5	1	0										
AISH	5	3	4										
Income Support	35	55											
Alberta Adult/Child Health Benefit	2	5	43										
Housing/ Heart River Housing	4	1	6										
Service Canada	19	9	4										
Seniors Information	17	7	8										
Canada Revenue Agency	7	10	56(54 CVTP inq.)										
Employment Supports	64	82	53										
Computer Class Participants & Inquires	7	16	0										
Childcare subsidy program inquires	2	2	2										
Other questions/inquires	7	3	5										
	50	37	41										
<b>Gender</b>													
Male	97	112	77										
Female	126	134	158										

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

Year End Report 2017	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	4	3	5										
Employment Supports	49	73	59										
Other Clients	51	43	133										
<b>Total Clients Visits</b>	<b>104</b>	<b>119</b>	<b>197</b>										
<b>Residence Break Down:</b>													
Sturgeon Lake Cree Nation	104	119	197										
New	2	1	0										
Returning	102	118	197										
Total Clients	104	119	197										
YES	104	119	197										
NO	0	0	0										
<b>Community Social Issues Identified</b>													
CFS	0	0	1										
Food Bank	0	2	1										
Mental Health	4	0	0										
Canadian Child Tax Benefits	0	1	0										
AISH	3	2	0										
Income Support	4	3	5										
Alberta Adult/Child Health Benefit	1	2	0										
Housing/ Heart River Housing	1	1	0										
Service Canada	5	5	5										
Seniors Information	4	1	2										
Canada Revenue Agency	9	9	94 (84 CVITP inq.)										
Employment Supports	49	73	59										
Computer Class Participants & Inquires	1	0	0										
Childcare subsidy program inquiries	3	2	1										
Other questions/inquires	26	32	19										
<b>Gender</b>													
Male	49	74	84										
Female	55	45	113										

The Community Resource Center assisted 594 clients in March. Clients continue to access services to fax and photocopy documentation for Alberta Works, and speak to their workers by phone. Employment supports occur daily and assistance with other applications such as Alberta Health Care, Food Bank and Heart River Housing. The awareness of Baby Boxes has risen as well and there were 14 inquiries about the program. Some of these clients then went on to utilize the Resource Center to complete their certificate and receive their Baby Box. Green View FCSS has now given a total of 14 boxes to new or expectant mothers since beginning the program. In the month of March there were 5 clients accessing mental health services either in the form of information or one on one sessions with the Alberta Health mental health therapist. A total of 183 inquiries were regarding Canada Revenue Agency. These inquiries were on topics such as information on previous tax years, refund inquiries, how to obtain missing T4's, address changes, payment arrangements, information on the Community Volunteer Income Tax program and booking appointments with the CVIT Program. Computer Basics classes have been arranged and advertised and will begin May 1<sup>st</sup>, and during Alberta Works week April 24<sup>th</sup> to April 28<sup>th</sup> Green View FCSS will host a two hour budgeting workshop facilitated by Alberta Works staff.

Respectfully submitted,  
Corinne D'Onofrio

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

# REQUEST FOR DECISION

---

**SUBJECT: Support Coordinators Report**  
**SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD** REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE: April 19, 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 April 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.

---

**ALTERNATIVES CONSIDERED:**  
**Alternative #1: N/A**

---

**FINANCIAL IMPLICATION: N/A**

---

**STAFFING IMPLICATION: N/A**

---

**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.

---

**FOLLOW UP ACTIONS:**

*N/A*

---

**ATTACHMENT(S):**

- April Support Coordinators report





April 6th, 2017

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

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

1. The support coordinator assisted 296 of 549 clients during the month of March. There were several clients requesting appointments to complete their taxes through CVITP at the office. Several clients required assistance with resume supports, either writing or applying for positions online.
2. The WEB (Women Embracing Balance) program saw only one woman accessing services related to domestic abuse. However, she did not seek assistance on the scheduled day and time allotted to WEB. It was suggested that she come in for supports as needed regardless of date.
3. The next session of Finding Our Voices will take place on April 28 and will run until June 2<sup>nd</sup>. There have been several inquiries regarding the program both via phone and in person at the community resource center. Advertising has been posted for the next session and as of today there are 4 women registered.
4. CVITP training took place in March under the guidance of the volunteers and the Adult Coordinator. The Support Coordinator will participate in preparing income tax for community members who qualify for the program throughout 2018.
5. Building Strength which is a support group for men will run throughout the month of April. The program will be facilitated by Geof Cornelsen. Topics include: Dealing with difficult emotions, overcoming challenges, self-esteem, and building healthy relationships. Six men are currently registered for the program beginning on April 11<sup>th</sup>.
6. Growth Circle has completed 8/8 sessions, with 8 women attending the program. All participants have indicated that they have been incorporating tools learned during the program to improve their lives. The varied experiences of the women in this group has added to the depth of the information shared.
7. The third of a series of four articles designed to bring awareness to programs offered at Green View FCSS, was submitted to Town and Country Newspaper. The topic of the third article was "Men's Mental Health" which will be published in the April edition of the paper. The next article will discuss mental health and programming incorporated in the schools to improve the well - being of students.

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

8. Planning for the Volunteer Appreciation Event in Valleyview and Grovedale (April 26<sup>th</sup> and April 27<sup>th</sup> respectively) is well under way. Preparations for the event will continue throughout the April. A banner was purchased to be used as part of a backdrop for photos to be taken of the volunteers receiving their certificates. As of today 67 nominees and their families have been invited to attend the event. The deadline for nominations was extended to April 14<sup>th</sup>.
9. The Support Coordinator attended 2 workshops in Grande Prairie during the month of March: Trauma Informed Practice and Decolonization and Intergenerational Trauma. These workshops took place on March 7<sup>th</sup> and 17<sup>th</sup> respectively. Trauma informed practice was an excellent session that included numerous rating scales to assess the type of trauma presented in the moment. The session investigated a variety of incidences causing trauma and accumulations of trauma which can be difficult to accurately assess, and refer to the appropriate resources and supports. Decolonization and Intergenerational Trauma explored the history of the indigenous people including colonization, assimilation, and residential schools. The focus of the workshop was on the trauma the indigenous people experienced and the current situation of mistrust and disintegration of culture.
10. As a member of the Heart Committee, the support coordinator participated in submitting paperwork to extend the Family and Community Services Grant. The grant will permit the Heart Committee to continue to promote awareness of domestic violence in the community. A blanket exercise has been scheduled for May 29<sup>th</sup> which will be free to all community members to attend. Patricia Makokis will lead the event and speak on several topics related to domestic violence, following the blanket exercise.
11. The Support Coordinator attended a meeting with various other agencies (WJS, CFS, MHS) to assist a client with continued supports and services as she transitions to a more independent living situation. During the meeting it was determined that the support coordinator would continue to assist the client with budgeting and self-esteem inquiries.

Respectfully Submitted:

B. Osborne

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

# REQUEST FOR DECISION

---

**SUBJECT: Youth Coordinators Report**  
**SUBMISSION TO: GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD** REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE: April 19, 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 April 2017 Youth Coordinators report as presented for information.**

---

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

---

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

---

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

---

**ALTERNATIVES CONSIDERED:**  
**Alternative #1: N/A**

---

**FINANCIAL IMPLICATION: N/A**

---

**STAFFING IMPLICATION: N/A**

---

**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.

---

**FOLLOW UP ACTIONS:**

*N/A*

---

**ATTACHMENT(S):**

- April Youth Coordinators report



April 5, 2017

TO: Lisa Hannaford

FROM: Bretley Dunn, Coordinator, Youth

SUBJECT: April Coordinator's Report

**Programs completed in March, 2017:**

Oscar Adolphson:

- Friendship Group: *A small group for grade 1 girls to promote friendship.*

Harry Gray Elementary:

- Girls Groups: Grade 5 and Grade 6. *Small groups created to help build girls' personal strengths and develop social skills which will help them to be more successful at school, at home, and with peers.*

Ridgevalley School:

- SKILLS: Grade 8 class-8 week duration. *This program focuses on healthy relationships and sexual health.*
- MindUp!: Grade 3. *This program uses awareness of how our brains work and mindfulness to teach emotional self-regulation in students.*

**Programs continuing in April, 2017:**

St. Stephen's:

- SKILLS: *The focus of this program is identifying what is characteristic of a healthy relationship and how we can develop those skills.*

Harry Gray Elementary:

- Girls Groups: *Began two new groups with Grade 5 and Grade 6 girls. These groups are created with different focuses depending on the participants. In general, the goal 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 beginning in April, 2017:**

Harry Gray Elementary:

- Why Try: *This program teaches that although making good choices can be difficult, doing so results in more opportunity, freedom, and self-respect.*

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

### Successes

Post-tests conducted after completing SKILLS at Ridgevalley School indicate that 100% of Grade 8 students feel that they better understand the potential consequences of becoming sexually involved with another person. Additionally, 87% self-report that they are better at saying no to things they know are wrong.

Attempts to better utilize the Green View FCSS Facebook page have proven successful with our reach up 44% and an additional 26 people following our page (up 550%) in the past 28 days. The youth coordinator is ensuring that posts are made at a minimum of once every two weeks to keep people engaged and connected through the platform. Our most popular post of the previous month, which advertised the Green View FCSS Community Resource Centre as a distribution centre for the Baby Box University, was seen by over 3600 people!

As reported last month, the feedback on Sparks Fly Stationary Bikes has been tremendously positive. The following chart outlines the requests for additional Sparks Fly stationary bikes as well as an overview of how many bikes are currently in each school. Additionally, some schools requested a work surface so that students could continue to write while pedaling. These requests are also noted in the chart.

School	Request	Current
Ridgevalley School	2 bikes—Grade 1 and 5	2 bikes—Grade 3 classroom
Harry Gray Elementary	1 <sup>st</sup> priority: Work Surfaces for existing bikes and 1 bike for 3 <sup>rd</sup> Grade 6 classroom. Goal: 1 per classroom beginning with 3 bikes for the grade 4 classrooms.	2 bikes—two Grade 6 classrooms
St. Stephen's Catholic School	Work Surface for existing bikes and 2 bikes—Grade 4 and Grade 3	2 bikes—Grade 3 and 6
Susa Creek School	1 bike—ECS/1	2 bikes—Grade 2/3/4 and Grade 5/6/7
Oscar Adolphson Primary	2 bikes—Grade 1 and Grade 2	1 bike—Grade 3
Hillside High School	TBD	2 bikes—inclusive ed. classroom
Penson School	4 bikes—2 small, 2 large	2 bikes—Grade 1 and Grade 6

Respectfully Submitted,  
Bretley Dunn

**P A C E**  
**Income Statement 04/01/16 to 03/31/17**

**REVENUE**

**Revenue**

MD of Greenview	<u>15,000.00</u>
<b>Total Revenue</b>	<u>15,000.00</u>

**TOTAL REVENUE** 15,000.00

**EXPENSE**

**Payroll Expenses**

Wages - Direct	8,500.00
Benefits - Direct	<u>1,000.00</u>
<b>Total Wages &amp; Benefits</b>	<u>9,500.00</u>

**Operating Expense**

Workshop Expense	4,000.00
Staff Travel & Subsistence	<u>1,500.00</u>
<b>Total Operating Expenses</b>	<u>5,500.00</u>

**TOTAL EXPENSE** 15,000.00

**NET INCOME** 0.00