



REGULAR BOARD MEETING AGENDA

Monday September 19, 2016

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 June 15, 2016 – to be adopted.	1
		3.2 Business Arising from the Minutes	
#4	DELEGATION		
#5	OLD BUSINESS		
#6	NEW BUSINESS	6.1 Sparks Fly Stationary Bikes Report	6
		6.2 Grandparents Day Report	13
		6.3 Green View FCSS Proposed 2017 Budget	20
		6.4 Green View FCSS Reserve Fund	33
		6.5 FCSS Manager Report	37
		6.6 FCSS Coordinator, Adult	41
		6.7 FCSS Coordinator, Community Resource Center	44
		6.8 FCSS Coordinator, Support	49
		6.9 FCSS Coordinator, Youth	51
#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, June 15, 2016

1: Chair Roxanne Perron called the meeting to order at 1:00 p.m.
CALL TO ORDER

PRESENT	Chairperson, Member at Large, Greenview Board Member, Member at Large, Town of Valleyview Board Member, Town of Valleyview Councillor Board Member, Greenview Councillor Vice Chair, Member at Large, Greenview Board Member, Greenview Councillor Board Member, Member at Large, Greenview	Roxanne Perron Teresa Plontke Jim Joelson Dale Smith Trina Parker-Carroll Roxie Rutt Robin McCullough
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ATTENDING	FCSS Manager Recording Secretary	Lisa Hannaford Corinne D'Onofrio
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ABSENT

#2:
AGENDA

2.0 GREEN VIEW FCSS AGENDA

MOTION: 16.06.56 Moved by: BOARD MEMBER, DALE SMITH

That the June 15, 2016 agenda be adopted with the additions:

- Agenda item 6.9 Home Support Adaptation- Grande Cache
- Agenda item 6.10 Regulation Review Documents
- Agenda item 8.1 Correspondence from County of Grande Prairie FCSS

CARRIED

**#3.1 REGULAR
 MEETING MINUTES**

3.1 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES

MOTION: 16.06.57 Moved by: BOARD MEMBER, ROXIE RUTT

That the Minutes of the Regular Green View FCSS Meeting held on Wednesday, April 20, 2016 be adopted as presented.

CARRIED

**#3.2
 BUSINESS ARISING
 FROM MINUTES**

3.2 BUSINESS ARISING FROM THE MINUTES:

Update on the Mind Up program.

#4 DELEGATION

4.0 DELEGATION

There were no delegates present.

#5 OLD BUSINESS

5.0 OLD BUSINESS

There was no old business brought forward.

#6 NEW BUSINESS

6.0 NEW BUSINESS

6.1 STRATEGIC PLAN REVIEW

MOTION: 16.06.58 Moved by: VICE CHAIR, TRINA PARKER-CARROLL
That Green View Family and Community Support Services Board accept the report on the 2016-2018 Strategic Plan review for information.

CARRIED

6.2 RED WILLOW LODGE SENIORS WEEK BBQ

MOTION: 16.06.59 Moved by: BOARD MEMBER, TERESA PLONTKE
That Green View Family and Community Support Services Board accept the report to provide \$700.00 to the Red Willow Lodge for the 2016 senior's week BBQ, with funds to come from the Grants to Organizations 2016 operational budget.

CARRIED

6.3 VALLEYVIEW FOOD BANK SIGN

MOTION: 16.06.60 Moved by: VICE CHAIR, TRINA PARKER-CARROLL
That Green View Family and Community Support Services Board authorize Administration to purchase a sign for the Valleyview Food Bank, not to exceed \$100.00, with funds to come from the 2016 operating budget.

CARRIED

6.9 HOME SUPPORT ADAPTION- GRANDE CACHE

MOTION: 16.06.61 Moved by: VICE CHAIR, TRINA PARKER-CARROLL
That Green View Family and Community Support Services Board authorize administration to adapt the Grande Cache Home Support services offered to Greenview Residents living outside Grande Cache to include transportation and handyman repairs.

CARRIED

6.10 REGULATION REVIEW DOCUMENTS

MOTION: 16.06.62 Moved by: BOARD MEMBER, TERESA PLONTKE
That Green View Family and Community Support Services Board accept the Regulation Review Documents for information.

CARRIED

Chair Perron called the meeting to recess at 2:05pm.

Chair Perron reconvened the meeting at 2:17 pm.

6.4 FCSS MANAGER REPORT

MOTION: 16.06.63 Moved by: BOARD MEMBER , JIM JOELSON

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

CARRIED

6.5 FCSS COORDINATOR, ADULT/SENIOR

MOTION: 16.06.64 Moved by: BOARD MEMBER, DALE SMITH

That the Green View FCSS Board accept the June 2016 Adult/ Senior Coordinator's report as presented for information.

CARRIED

#6 NEW BUSINESS

6.6 FCSS COORDINATOR, COMMUNITY RESOURCE CENTER

MOTION: 16.06.65 Moved by: BOARD MEMBER , JIM JOELSON

That the Green View FCSS Board accept the June 2016 Community Resource Center Coordinator's report as presented for information.

CARRIED

6.7 FCSS COORDINATOR, SUPPORT

MOTION: 16.06.66 Moved by: BOARD MEMBER, ROXIE RUTT

That the Green View FCSS Board accept the June 2016 Support Coordinator's report as presented for information.

CARRIED

6.8 FCSS COORDINATOR, YOUTH

MOTION: 16.06.67 Moved by: BOARD MEMBER, TERESA PLONTKE

That the Green View FCSS Board accept the June 2016 Youth Coordinator's report as presented for information.

CARRIED

#7 MEMBER REPORTS

7.1 CHAIR/MEMBER REPORTS

BOARD MEMBER SMITH

- attended the Richard Van Camp presentation on May 9th
- attended the Northwest Spring Regional meeting for FCSS

BOARD MEMBER PLONTKE

- heard many good comments about the Northwest Spring Regional Conference

BOARD MEMBER JOELSON

- had no report at this time

BOARD MEMBER MCCULLOUGH

- had no report at this time

BOARD MEMBER RUTT

- attended the Federation of Canadian Municipalities (FCM) Conference in Winnipeg
- attended the Human Rights Museum in Winnipeg
- attended the Northwest Spring Regional Conference for FCSS

BOARD MEMBER PARKER-CARROLL

- had no report at this time

CHAIR PERRON

- attended the Northwest Spring Regional Conference for FCSS and heard many positive comments
- spoke about the ongoing issues Fort McMurray residents are continuing to deal with after the fires
- brought forward a request from the ECD meeting regarding the ECD Calendar and FCSS- after discussion the Board decided that FCSS will not be creating the monthly ECD Calendar

#8
CORRESPONDENCE

8.0 CORRESPONDENCE

8.1 COUNTY OF GRANDE PRAIRIE FCSS CORRESPONDENCE

MOTION: 16.06.68 Moved by: VICE CHAIR, TRINA PARKER-CARROLL
That Green View Family and Community Support Services Board direct Administration to draft a letter to the Executive Director of Family and Community Support Services Branch regarding financial contributions of our Municipality.

CARRIED

#9 IN CAMERA

9.0 IN CAMERA CONFIDENTIAL ITEMS

There was no in camera presented at this time.

The next Green View FCSS Board Meeting will be tentatively scheduled for Monday, September 19, 2016, at 9:30am.

**#10
ADJOURNMENT**

10.0 ADJOURNMENT

MOTION: 16.06.69 Moved by: BOARD MEMBER, ROXIE RUTT
That this meeting adjourn at 4:24pm.

CARRIED

F.C.S.S. MANAGER

F.C.S.S. CHAIR

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0
T 780.524.7603 F 780.524.7603
www.mdgreenview.ab.ca

SUBJECT:	Sparks Fly Stationary Bikes Report	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Monday, September-19-2016	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept for information the Sparks Fly Stationary Bike Report.

BACKGROUND / PROPOSAL:

Administration was requested to investigate schools interest and the cost of the Sparks Fly Stationary Bikes to compliment the Mind Up program which was approved by the Board. Due to the Board recessing during the summer months, a straw vote was conducted via e-mail as the intent was to have bikes in place at the start of the school year and had to be ordered during the summer months. The motion was approved as presented. The bikes have been ordered and should arrive by the end of September.

OPTIONS / BENEFITS / DISADVANTAGES:

Option – The Green View FCSS Board has the option to approve, alter, or deny the Sparks Fly report.

Benefit – The benefit of approving the Sparks Fly Bike report is to update the Board on the status of the Sparks Fly Stationary Bikes.

Disadvantages – There are no perceived disadvantages in approving the Sparks Fly report.

COSTS / SOURCE OF FUNDING:

\$7901.25 to come from g/l 6-36-362-000-6109 general and operating supplies.

ATTACHMENT(S):

Email Votes

Sparks Fly Stationary Bike RFD

Lisa Hannaford

From: robin mccullough <robin.mccullough@hotmail.ca>
Sent: Saturday, July 23, 2016 8:47 AM
To: Lisa Hannaford
Cc: roxanneperon@gmail.com; Roxie Rutt; Teresa Plontke; Dale Smith; trinaparkercarroll@gmail.com; Jim Joelson
Subject: Re: Emailing: School letters and quote, sparks fly bike RFD

In favor

Sent from Robin

> On Jul 22, 2016, at 9:12 AM, Lisa Hannaford <Lisa.Hannaford@MDGreenview.ab.ca> wrote:

>

> Good morning Board members,

>

> Attached is the RFD and accompanying documents for the Sparks Fly stationary bikes. As the Board decided the next regular Board meeting will not be held until September 19, I have attached an email motion for your review. Please "reply all" with your response, and if the motion is approved administration will proceed with the order and have the bikes in place for the beginning of the school year.

> Thank-you,

> Lisa

>

>

> Your message is ready to be sent with the following file or link attachments:

>

> School letters and quote

> sparks fly bike RFD

>

>

> Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

>

> Lisa Hannaford

> Manager FCSS

> Municipal District of Greenview No. 16 | 4707 50 St.

> Box 1079 Valleyview, Alberta T0H 3N0

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> 780-524-4130<tel:780-524-4130> | Toll Free: 888-524-7601<tel:888-

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> 524-7601> | 24/7 Dispatch: 888-524- 7608<tel:888-524-7608> |

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>

> [<http://mdgreenview.ab.ca/wp-content/uploads/2013/12/FCSS-Logo-green-R>

> GB.jpg] This communication, and its attachments, is confidential and

> intended for the addressee(s) only. If you are not the intended recipient, please notify us of our error, and disregard and delete the communication. Unauthorized use, disclosure, copying, forwarding or alteration of this communication may be unlawful.

> Thank you.

Lisa Hannaford

From: Roxie Rutt
Sent: Saturday, July 23, 2016 7:06 AM
To: Lisa Hannaford
Cc: roxaneperron@gmail.com; Teresa Plontke; Dale Smith; trinaparkercarroll@gmail.com; (robin.mccullough@hotmail.ca); Jim Joelson
Subject: Re: Emailing: School letters and quote, sparks fly bike RFD

In favour of motion.

Sent from my iPhone

> On Jul 22, 2016, at 9:12 AM, "Lisa Hannaford" <Lisa.Hannaford@MDGreenview.ab.ca> wrote:
 >
 > Good morning Board members,
 >
 > Attached is the RFD and accompanying documents for the Sparks Fly stationary bikes. As the Board decided the next regular Board meeting will not be held until September 19, I have attached an email motion for your review. Please "reply all" with your response, and if the motion is approved administration will proceed with the order and have the bikes in place for the beginning of the school year.
 > Thank-you,
 > Lisa
 >
 >
 > Your message is ready to be sent with the following file or link attachments:
 >
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 > sparks fly bike RFD
 >
 >
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 >
 > Lisa Hannaford
 > Manager FCSS
 > Municipal District of Greenview No. 16 | 4707 50 St.
 > Box 1079 Valleyview, Alberta T0H 3N0
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 > mdgreenview.ab.ca<http://www.mdgreenview.ab.ca/> | Follow us on Twitter
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 > Thank you.

Lisa Hannaford

From: trinaparkercarroll@gmail.com
Sent: Friday, July 22, 2016 5:53 PM
To: Lisa Hannaford
Cc: roxanneperon@gmail.com; Roxie Rutt; Teresa Plontke; Dale Smith; (robin.mccullough@hotmail.ca); Jim Joelson
Subject: Re: Emailing: School letters and quote, sparks fly bike RFD

I'm in favor!!

Trina Parker-Carroll

Sent from my iPhone

> On Jul 22, 2016, at 12:12 PM, Lisa Hannaford <Lisa.Hannaford@MDGreenview.ab.ca> wrote:

>

> Good morning Board members,

>

> Attached is the RFD and accompanying documents for the Sparks Fly stationary bikes. As the Board decided the next regular Board meeting will not be held until September 19, I have attached an email motion for your review. Please "reply all" with your response, and if the motion is approved administration will proceed with the order and have the bikes in place for the beginning of the school year.

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Lisa Hannaford

From: Dale Smith
Sent: Friday, July 22, 2016 2:13 PM
To: Lisa Hannaford
Cc: roxanneperon@gmail.com; Roxie Rutt; Teresa Plontke; trinaparkercarroll@gmail.com; (robin.mccullough@hotmail.ca); Jim Joelson
Subject: Re: Emailing: School letters and quote, sparks fly bike RFD

I'm in favor of the motion.

Sent from my iPhone

> On Jul 22, 2016, at 8:12 AM, Lisa Hannaford <Lisa.Hannaford@MDGreenview.ab.ca> wrote:

>

> Good morning Board members,

>

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> Lisa Hannaford

> Manager FCSS

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> Thank you.

Lisa Hannaford

From: Roxanne Perron <roxanperron@gmail.com>
Sent: Friday, July 22, 2016 12:21 PM
To: Lisa Hannaford
Cc: (robin.mccullough@hotmail.ca); Dale Smith; Roxie Rutt; Jim Joelson; trinaparkerroll@gmail.com; Teresa Plontke
Subject: Re: Emailing: School letters and quote, sparks fly bike RFD

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Thank you.

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T 780.524.7603 F 780.524.7603
www.mdgreenview.ab.ca

SUBJECT:	Sparks Fly Stationary Bikes	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Click to enter a date.	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board authorize Administration to purchase 11 Sparks Fly stationary bikes in the amount of \$7901.25 with funds to come from the 2016 operational budget.

BACKGROUND / PROPOSAL:

Administration was requested by the FCSS Board to investigate how many bikes each school would like to complement the emotional regulation program which will be offered in Valleyview, Grovedale and Ridgevalley schools. The bikes will be a great asset to the schools as they will provide a positive outlet for children's emotions while decreasing disruptions and maximizing learning. The letters of request from each school are attached.

OPTIONS / BENEFITS / DISADVANTAGES:

Option – The Green View FCSS Board has the option to approve, alter, or deny the request.

Benefit – The benefit of approving the request is to support schools with emotional regulation strategies.

Disadvantages – There are no perceived disadvantages in approving the request.

COSTS / SOURCE OF FUNDING:

\$7901.25 to come from g/l 6-36-362-000-6109 general and operating supplies.

ATTACHMENT(S):

Letters of request
Sparks Fly Quote

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0
T 780.524.7603 F 780.524.7603
www.mdgreenview.ab.ca

SUBJECT:	Grandparents Day Report	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Monday, September-19-2016	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept for information the Grandparents Day Report.

BACKGROUND / PROPOSAL:

A letter from the Town of Valleyview Recreation Department requesting a partnership for Grandparents Day was received on September 1st. As Grandparents Day will take place prior to the next regularly scheduled Board meeting, a straw vote was conducted via e-mail. The majority of Board members were in favor of providing up to \$300.00 for food for the Grandparents Day BBQ, to be held on September 11th at the Centennial Legion Park.

OPTIONS / BENEFITS / DISADVANTAGES:

Option – The Green View FCSS Board has the option to approve, alter, or deny the Grandparents Day report.

Benefit – The benefit of approving the Grandparents Day report is to update the Board on the status of FCSS contribution to Grandparents Day.

Disadvantages – There are no perceived disadvantages in approving the Grandparents Day report.

COSTS / SOURCE OF FUNDING:

Funding up to a maximum of \$300.00 to come from g/l 6-36-362-000-6109 general and operating supplies.

ATTACHMENT(S):

Email Votes

Letter from the Town of Valleyview Recreation Department.

Lisa Hannaford

From: Dale Smith
Sent: Monday, September 05, 2016 9:56 AM
To: Lisa Hannaford
Subject: Re: Grandparents day letter

Follow Up Flag: Flag for follow up
Flag Status: Flagged

I'm good with the \$300 dollars.

Will not be at the heart conference; council meeting, MPC meeting and MD facilities meeting.
 Is there an agenda for the conference?

Sent from my iPhone

On Sep 2, 2016, at 4:16 PM, Lisa Hannaford <Lisa.Hannaford@MDGreenview.ab.ca> wrote:

Good Afternoon,

Please see the attached letter from the Town of Valleyview Recreation Department. They are proposing a Grandparents day activity on September 11th, and require some funds for hamburgers and hotdogs, up to a maximum of \$300.00. This event is coming up soon and I would like to provide the Town with an answer ASAP.

Please reply all to this message as to if you are in favour or opposed.

On another note, Board members who responded to my email indicating attendance at the HEART conference include Teresa Plontke, Roxie Rutt, and quite possibly Trina Parker Carrol. If all are in favour, conference registration and attendance will be covered by Green View FCSS. If you would like to add your name to the list, or have any concerns, please reply all.

Thank-you,
 Lisa

From: Michelle Richardson [<mailto:mrichardson@valleyview.ca>]
Sent: Friday, September 02, 2016 3:53 PM
To: Lisa Hannaford <Lisa.Hannaford@MDGreenview.ab.ca>
Subject: Grandparents day letter

Good Afternoon Lisa,

Please see the attached letter that we had talked about today.

I hope you have a great long weekend!

Lisa Hannaford

From: trinaparkercarroll@gmail.com
Sent: Saturday, September 03, 2016 12:22 PM
To: Lisa Hannaford
Cc: Roxie Rutt; Roxanne Perron; Dale Smith; Teresa Plontke; Jim Joelson
Subject: Re: Grandparents day letter

I'm a yes for both Grandparents Day and The Heart Conference. Thanks Lisa.

Have a great long weekend.

Trina

Sent from my iPhone

On Sep 2, 2016, at 4:16 PM, Lisa Hannaford <Lisa.Hannaford@MDGreenview.ab.ca> wrote:

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Thank-you,
 Lisa

From: Michelle Richardson [<mailto:mrichardson@valleyview.ca>]
Sent: Friday, September 02, 2016 3:53 PM
To: Lisa Hannaford <Lisa.Hannaford@MDGreenview.ab.ca>
Subject: Grandparents day letter

Good Afternoon Lisa,

Please see the attached letter that we had talked about today.

Lisa Hannaford

From: Teresa Plontke <bplontke@telusplanet.net>
Sent: Saturday, September 03, 2016 8:26 AM
To: Lisa Hannaford
Cc: Roxie Rutt; Roxanne Perron; trinaparkercarroll@gmail.com; Dale Smith; Jim Joelson
Subject: Re: Grandparents day letter

I am for partnering with the town for grandparents day and also th heart conference

Sent from my iPhone

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Please reply all to this message as to if you are in favour or opposed.

On another note, Board members who responded to my email indicating attendance at the HEART conference include Teresa Plontke, Roxie Rutt, and quite possibly Trina Parker Carrol. If all are in favour, conference registration and attendance will be covered by Green View FCSS. If you would like to add your name to the list, or have any concerns, please reply all.

Thank-you,
 Lisa

From: Michelle Richardson [<mailto:mrichardson@valleyview.ca>]
Sent: Friday, September 02, 2016 3:53 PM
To: Lisa Hannaford <Lisa.Hannaford@MDGreenview.ab.ca>
Subject: Grandparents day letter

Good Afternoon Lisa,

Please see the attached letter that we had talked about today.

I hope you have a great long weekend!

Thanks again,

Lisa Hannaford

From: Roxie Rutt
Sent: Saturday, September 03, 2016 7:27 AM
To: Lisa Hannaford
Cc: Roxanne Perron; trinaparkercarroll@gmail.com; Dale Smith; Teresa Plontke; Jim Joelson
Subject: Re: Grandparents day letter

I am in favour of giving the \$300. That's the same day as the Redwillow Steak and Bake!
 Thanks for registering us for the HEART Conference Lisa.

Sent from my iPhone

On Sep 2, 2016, at 4:16 PM, "Lisa Hannaford" <Lisa.Hannaford@MDGreenview.ab.ca> wrote:

Good Afternoon,

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From: Michelle Richardson [<mailto:mrichardson@valleyview.ca>]
Sent: Friday, September 02, 2016 3:53 PM
To: Lisa Hannaford <Lisa.Hannaford@MDGreenview.ab.ca>
Subject: Grandparents day letter

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Please see the attached letter that we had talked about today.

I hope you have a great long weekend!

Thanks again,

Lisa Hannaford

From: robin mccullough <robin.mccullough@hotmail.ca>
Sent: Wednesday, September 07, 2016 8:50 AM
To: Lisa Hannaford
Subject: Re: Grandparents day letter

Sorry I didn't get back to you sooner. I am not able to make the conference next week.

Also I am opposed to the BBQ.

On another note, I will giving a cleaning bill for the hall usage after the art camp. On further inspection of the hall after everyone had left we discovered paint on every wall and in the bathroom. We had a wedding coming in that night and I had to help our cleaning lady wash everything down. I will bring that to the next meeting.

Sent from Robin

On Sep 6, 2016, at 8:26 AM, Lisa Hannaford <Lisa.Hannaford@MDGreenview.ab.ca> wrote:

From: Lisa Hannaford
Sent: Friday, September 02, 2016 4:17 PM
To: Roxie Rutt <Roxie.Rutt@MDGreenview.ab.ca>; 'Roxanne Perron' <perron@xplornet.com>; 'trinaparkercarroll@gmail.com' <trinaparkercarroll@gmail.com>; Dale Smith <Dale.Smith@MDGreenview.ab.ca>; 'Teresa Plontke' <bplontke@telusplanet.net>; 'Jim Joelson' <james6@telus.net>
Subject: FW: Grandparents day letter

Good Afternoon,

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Thank-you,
 Lisa



VALLEYVIEW AND DISTRICT RECREATION DEPARTMENT

Box 270

Valleyview, Alberta

T0H 3N0

Phone: 524-5158

Fax: 524-3831

E-mail: mrichardson@valleyview.ca

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September 1, 2016

Dear Lisa Hannaford,

This year the Valleyview & District Recreation Department would like to celebrate Grandparent's day on September 11, 2016. By inviting the grandparents and grandkids of our community and surrounding area, to an evening event at the Centennial Legion Park with a BBQ, games and music. The event will be happening from 4-6pm if the weather is not cooperating we will have access to the Swanson room.

Currently FCSS is helping with staffing the BBQ, however we are still needing funding to provide hot dogs to everyone who comes to join. Would Green View FCSS be willing to donate a maximum of \$300 to go towards hot dogs/ hamburgers and buns for this event? The Recreation Department is able to provide a few items for the BBQ. I am hoping to have 50 people attend, being the first time this has ever been done it is hard to gage the numbers of attendance.

I look forward to hearing from you and please if you have any questions do not hesitate to contact me at either the email address above or 780-524-5158

Sincerely,

Michelle Richardson
Program Coordinator
Valleyview Recreation Department

SERVING THE COMMUNITIES OF
Hamlet of Little Smoky – Town of Valleyview
Communities of Sunset House, Sweathouse & New Fish Creek

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0
T 780.524.7603 F 780.524.7603
www.mdgreenview.ab.ca

SUBJECT:	2017-2019 Proposed Operating Budget			
SUBMISSION TO:	Green View Family & Community Support Services	REVIEWED AND APPROVED FOR SUBMISSION		
MEETING DATE:	Monday, September-19-2016	GM:	(INT)	MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER:	LDH

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board approve the proposed 2017 operating budget.

BACKGROUND / PROPOSAL:

The overall increase in revenue from 2016 to 2017 is \$1,500.00
The overall decrease in expenses from 2016 to 2017 is \$2335.00
These changes result in a proposed decrease from 2016 to 2017 of \$3835.00.
An attached summary sheet has been provided outlining the revenue and expense changes for the upcoming three years.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Option- The Green View FCSS Board has the option to approve, deny, or alter the proposed 2017 budget.

Benefits- The benefits of approving the proposed 2017 FCSS operating budget will ensure the level of service approved by the Board at the strategic planning session will be fulfilled.

Disadvantages-None

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Summary sheet, proposed operating expense and revenue budget.
- 2016-2018 Strategic Plan

Strategic Plan 2016-2018

A. Goal: To provide services that enhance the well-being of individuals, families and community through prevention.

1. Strategy: Develop programs and services to promote positive development for children and youth.

Programs may be implemented in the Valleyview, Ridgevalley and Grovedale schools for the youth between six (6) to eighteen (18) years of age. All programs may be provided upon the request of the individual schools requirements in consultation with the principal. Summer Day Camps may be initiated in Valleyview, DeBolt, Grovedale, Little Smoky, Sunset House and New Fish Creek.

Time Frame:	Action:	Status:
School year – 6 week program	Deliver the “I Can Handle Anger” program.	Completed in 5 grade 2 classes in OAP, St. Stephen’s, Ridgevalley
School year – 10 week program	Deliver the “Why Try” program.	Completed in Grade 5&9 SS & HS
School year – 6 - 10 weeks program	Deliver the “Girls Circle” program.	6 circles completed in RV, SS and Hillside
School year – 10 week program	Deliver the “SKILLS” program.	Completed in 5 grade 8 classes. Hillside, SS& RV
School year – 1 day program	Deliver the “Cool Camp” program.	Completed in Grovedale
School year – 2 day program	Deliver the “Home Alone” program.	Complete
School year – 4 – 8 week program	Deliver the “KIDO” program.	Completed 1 class-SS
July and August	Deliver the “Summer Day Camps” program.	Complete
Annually	Deliver the “Grief and Loss” program.	Advertised, not requested
School year	Coordinate guest speakers for presentations at all schools.	HIV north, AB Health services
3 times per year	Coordinate Babysitting Courses in Valleyview and DeBolt.	1 completed-DeBolt
School year – 6 – 8 week program	Deliver “Friendship Groups”.	1 completed SS
School year – 4 week program	Deliver the “Hands are Not for Hitting” program.	2 groups completed HGE
School year – 6 – 10 week program	Deliver the “Boys Council” program.	1 completed SS
School Year-4-6 sessions	Deliver Mind-Up Program/Sparks Fly Bikes	Begin in Fall 2016



2. Strategy: Develop programs and services to enhance the lives of individuals and families within the community.

Enhance the lives of adults and families to promote economic, mental and physical wellbeing. Programs may be available annually and are based upon the needs and requests of clients.

Time Frame:	Action:	Status:
Annually	Coordinate the FCSS Baby Book Bags.	60 bags delivered before July
Annually	Deliver the "Growth Circle" program.	Completed April 2016
Annually / 6 week program	Deliver the "Mother Daughter Circle" program.	Advertised but no interest
Annually / 6 week program	Deliver the "Finding Our Voices" program.	2 courses completed
Annually	Deliver Employment Supports.	Daily & ongoing
Annually	Coordinate access to Income Supports.	Daily & ongoing
Annually / 3 blocks of 6 sessions	Coordinate the "Computer Basic" program.	2 sets (12 classes) completed
Annually	Coordinate the "Defuse" anger management program.	Not offered as Valid will offer program in Fall
Annually	Deliver the "Income Tax Program."	Ongoing 474 returns completed
Annually / 6 week program	Deliver the "Better Choices Better Health" program.	Advertised- lack of registration
Annually / 20 sessions per year	Coordinate the "Balance" program.	Completed spring session in VV and DeBolt
Annually / one day per year	Deliver the "Older Adult information Day."	Will deliver in fall 2016



3. Strategy: Develop programs and services to enhance the lives of adults and seniors within the community.

Enhance the lives of adults and seniors to promote economic, mental and physical wellbeing. These programs may be delivered annually as part of the ongoing operations.

Time Frame:	Action:	Status:
Annually / One day per year	Deliver the “Compass for the Caregiver” program.	2 workshops complete-VV and DeBolt
Annually	Deliver the Home Support program.	currently 61 clients
Annually	Deliver the “Wheels for Meals” program within the Town of Valleyview.	1304 meals delivered to date
Annually	Deliver individual support with forms and subsidy applications.	Assisted 309 to date



B. Goal: Promote and provide services with various stakeholders for the benefit of residents within the community.

1. Strategy: Explore partnerships with various stakeholders so as to meet the residents' needs.

Partnerships are vital in the community so as the residents' needs may be addressed in cooperation with various stakeholders. The stakeholders may be consulted on an annual basis to review possible partnership opportunities.

Time Frame:	Action:	Status:
Reviewed annually	Alberta Health Services Partnership - "Mental Health Services" and "Better Choices and Better Health."	<i>Ongoing</i>
Reviewed annually	Town of Grande Cache and AWN Nation to provide Home Support services within the co-ops.	<i>Ongoing</i>
Reviewed annually	Victims Assistance	<i>Ongoing</i>
Reviewed annually	Northern lakes College	<i>Ongoing</i>
Reviewed annually	Alberta Health Services-Mental Health Therapist	<i>Ongoing</i>
Reviewed annually	Red Willow Lodge- Wheels for Meals	<i>Ongoing</i>
Reviewed annually	Alberta Works Contract- Employment Services	<i>Ongoing</i>
Reviewed annually	Provide Preventative Community Grants to non-profit agencies or organizations.	<i>Ongoing</i>
Reviewed annually	Northern Gateway School Division	<i>Ongoing</i>
Reviewed annually	Holy Family Catholic School Division	<i>Ongoing</i>
Reviewed annually	Peace Wapiti School Division	<i>Ongoing</i>
Reviewed annually	Grande Yellowhead School Division	<i>Ongoing</i>
Reviewed annually	Early Childhood Development Coalition	<i>Ongoing</i>
Reviewed annually	PACE	<i>Ongoing</i>

Reviewed annually	Seniors Outreach	<i>Ongoing</i>
Reviewed annually	ESSNA-Emergency Social Services Network of Alberta	<i>Ongoing</i>
Reviewed annually	Parent Link	<i>Ongoing</i>
Reviewed annually	Peer Support Services for Women	<i>Ongoing</i>
Reviewed annually	W.J. Stelmach and Associates (WJS)	<i>Ongoing</i>
Reviewed annually	Town of Valleyview Library	<i>Ongoing</i>
Reviewed annually	Royal Canadian Legion	<i>Ongoing</i>
Reviewed annually	Suicide Prevention Resource Center	<i>Ongoing</i>
Reviewed annually	Calgary Legal Guidance	<i>Ongoing</i>
Reviewed annually	Sturgeon Lake Cree Nation	<i>Ongoing</i>
Reviewed annually	Valleyview and Districts Agricultural Society	<i>Ongoing</i>
Reviewed annually	Town of Valleyview	<i>Ongoing</i>
Reviewed annually	RCMP	<i>Ongoing</i>
Reviewed annually	Child and Family Services	<i>Ongoing</i>

2. Strategy: Explore opportunities that may enhance resident access to services within the community.

Create a relationship with all relevant stakeholders so as programs and services may be coordinated to meet the community's needs.

Time Frame:	Action:	Status:
Annually / September to June	To participate in interagency meetings to share information and identify social service gaps within the community.	<i>Ongoing-first Tuesday of every month</i>
Annually / 3 to 4 meetings per year	FCSS Manager be a member of the Directors Network Society as to represent the residents of the community.	<i>Minimum 3 meetings per year, two complete</i>
Annually / September to June	Coordinate Seniors Interagency meetings.	<i>Completed Monthly</i>
Annually	Deliver the "Welcome Basket" program.	<i>Ongoing-13 prepared to date</i>
Annually	Coordinate the Community Information Board.	<i>Ongoing</i>
Annually	Deliver Information and Referral services.	<i>Ongoing</i>
Annually	Host Community Training Sessions.	<i>Ongoing</i>
Annually / weekly	Coordinate Mental Health Services out of the CRC.	<i>Ongoing-Every Tuesday</i>

1. Strategy: Promote resident participation and engagement within the community.

Community engagement and connection contributes to improved social wellbeing. Residents are encouraged to assist in various deliverable opportunities.

Time Frame:	Action:	Status:
Annually	Deliver the "Celebration of Cultures" program.	<i>Completed August 6, 2016</i>
Annually / November	Deliver the "Red Silhouette" program.	<i>will deliver in Fall 2016</i>
Annually / April	Host Volunteer Appreciation events.	<i>2 complete</i>
Annually	Provide residents with volunteer opportunities to assist with various deliverable programs.	<i>6 volunteers assisting with programs</i>



D. Goal: Provide service excellence to residents within the community.

1. Strategy: Develop actions that enhance Green View FCSS service deliverable excellence.

Time Frame:	Action:	Status:
Annually	Review the Green View FCSS Strategic Plan annually.	<i>Reviewed June 2016</i>
Annually	Provide measurable outcomes where applicable for programs and services.	<i>Ongoing</i>
Annually	Ensure that staff has access to effective training opportunities.	<i>Ongoing</i>
Annually	The Green View FCSS Board will draft and present the annual budget to the respective Councils.	<i>Completed in January 2016</i>
Annually	Staff performance appraisals will be administered annually to all staff.	<i>Completed in 2016</i>



Family and Community Support Services 2017 Proposed Budget Summary Report

2016 Approved Expense: \$1,196,335.00
2017 Proposed Expense: \$1,194,000.00
Overall **decrease** in **expenses**: \$2,335.00

Expense changes include:

- 1) Decrease in mileage and auditors costs based on 2016 actuals.
- 2) Increase in general and operating supplies to include 11 additional sparks fly stationary bikes.

2016 Revenue: \$386,900.00
2017 Proposed Revenue- \$388,400.00
Overall **increase** in **revenue**=\$1,500.00

Revenue changes include:

- 1) Increase in Town of Valleyview Contribution (\$1,500.00)

M.D of Greenview Contribution

2016	2017
Expense: \$1,196,335.00	Expense: \$1,194,000.00
Revenue: <u>\$386,900.00</u>	Revenue: <u>\$388,400.00</u>
\$809,435.00	\$805,600.00

Programs and Services:

I Can Handle Anger

This is a 6 week program for students in grade one and two. It is an age appropriate anger management program where students learn different ways on how to handle anger and other difficult emotions.

Why Try

This is a 10 week program designed for students in grade 4-12. The program assists children who are frustrated, confused, or angry with life's pressures and challenges. The program stresses to youth that although making good decisions can be difficult, doing so results in more opportunity, freedom and self-respect.

Girls Group

This is a 6-10 week program that focuses on grade 7 to 9 girls by promoting resiliency and connection among peers. The program is offered in the Valleyview and Ridgevalley schools. Some of the sessions offered include suicide intervention, self-care, and healthy relationship building (with peers and parents). For those in grades 4 to 6, the program focuses on increasing girls' self-esteem, body image, and developing social skills.

Cool Camp

Cool Camp is designed to assist grade 8 students to gain factual information and to identify and resist pressure to become sexually involved before they are ready or able to cope with the consequences.

Home Alone

This is a one day program that is offered to all grade 4 classes in the MD. The program focuses on safety in the home and prepares children to be left alone for short periods of time.

Summer Day Camp

These camps are three days in length, Tuesday, Wednesday and Thursday and are offered in Grovedale, DeBolt, Little Smoky, Valleyview, New Fish Creek and Sunset House. The Summer Day Camp is offered to children from 6-12 years old.

Home Support

This program provides light housekeeping and meal preparation to seniors and those requiring post-operative care. Currently 55 individuals throughout the M.D. access the program with a total of 8 Home Support Workers providing service. This service is also offered to residents of Greenview living near Grande Cache.

Volunteer Income Tax Program

Volunteers provide this service to seniors and low income individuals

CRC Clients

Individuals are offered information and referral; employment supports; etc.

Adult Coordinator Clients

Individuals are provided support in filling out forms, gaining access to federal and provincial supports etc.

School Presentations

Green View FCSS assists schools in Ridgevalley, Valleyview and Grovedale cover costs of guest speakers.

Rainbows

Grief and loss classes are held in the schools. The goal of this program is to deal with separation; loss of a family member; significant change in lifestyle etc. in a healthy positive manner.

Green View FCSS Books for Babies

FCSS provides an educational package for new families to promote bonding and interaction with parents and the child.

Mother –Daughter Circle

The purpose of this program is to promote a healthy sustainable bond between mothers and daughters during the transitional years from girlhood to young womanhood.

KIDO

The goal of this program is to create awareness of peer pressure. Themes include bullying; abuse; drugs; and online safety. This program is for grade six and older.

Babysitting Courses

Green View FCSS partners with St. John's Ambulance to provide a one day babysitting course, approx. three times per year for children 11 and older.

Friendship Groups

These small group settings are requested by teachers or school principals to address and support conflicts, issues, or co-operation strategies in the schools.

Welcome Baskets

The intent of this program is to ensure all newcomers to the M.D. are aware of FCSS and other M.D programs, as well as other community services.

Finding Our Voices

This is a self-esteem workshop for women. Finding Our Voices is offered to any woman who would like to improve their self-esteem.

Compass for Caregivers

A 9 module program that gives caregivers the tools to better manage the unique demands and challenges they face as caregivers.

Computer Basics

Weekly sessions on how to use computers.

Better Choices Better Health

This partnership program with Alberta Health Services is a six week program that assists people in managing chronic pain.

Older Adult Information Day

This annual event focuses on programs and services available to the senior and older adult population. Event specifics vary as to need and interest and a variety of guest speakers provide presentations.

HEART

A domestic violence initiative formed in 2014. HEART stands for Health, Education & Action in Relationships Team. Stakeholders include RCMP, Victims Assistance for Valleyview and Sturgeon Lake Cree Nation, Child and Family Services, and Green View FCSS.

Volunteer Appreciation

Annually Green View FCSS organizes an event in Valleyview and Grovedale to recognize volunteerism in the community.

Celebration of Cultures

In partnership with the Valleyview Agricultural Society, this event celebrates the various cultures in the community, serving to increase community engagement and highlight the cultural footprint.

Growth Circle

Growth Circles are offered to Women, who have left, or are in the process of leaving and abusive relationship. This program is facilitated in partnership with Victims Assistance.

Emergency Social Services

Green View FCSS is tasked with delivering emergency social services in times of a disaster.

Balance

Therapeutic yoga for seniors, people with disabilities, disease and post-surgery recovery. These classes improve balance and fall resistance.

School Liaison

Green view FCSS provides funding to Peace Wapiti and Grande Yellowhead School Divisions to offset costs for school Liaison workers.

Grants to Organizations

External agencies can apply for funding through the FCSS grants program.



MD OF GREENVIEW No.16
PROPOSED 2017 BUDGET
FAMILY COMMUNITY SUPPORT SERVICES

SUB DEPARTMENT	2016 BUDGET	2016 ACTUAL CURRENT	2016 PROJECTION	PROPOSED 2017 BUDGET	PROPOSED 2018 BUDGET	PROPOSED 2019 BUDGET
FCSS Administration	\$762,035	\$387,955	\$756,800	\$758,800	\$774,500	\$790,500
FCSS Board Administration	\$50,000	\$12,637	\$31,000	\$49,000	\$49,000	\$49,000
Youth Coordinator	\$5,800	\$1,600	\$5,300	\$5,800	\$5,800	\$5,800
Other FCSS Programs	\$38,700	\$16,564	\$27,900	\$46,800	\$46,300	\$46,300
Community Resource Centre	\$72,200	\$17,198	\$64,400	\$72,000	\$72,000	\$72,000
Home Support	\$75,000	\$31,682	\$64,000	\$70,000	\$70,000	\$70,000
Liaison Worker Program	\$54,100		\$54,100	\$54,100	\$54,100	\$54,100
Grants to External Agencies	\$65,000	\$23,600	\$65,000	\$65,000	\$65,000	\$65,000
Grande Cache Home Support	\$70,000	\$29,165	\$70,000	\$70,000	\$70,000	\$70,000
Support Coordinator Program	\$3,500	\$521	\$1,250	\$2,500	\$2,500	\$2,500
Total Family and Community Support Services	\$1,196,335	\$520,922	\$1,139,750	\$1,194,000	\$1,209,200	\$1,225,200
FCSS Revenue	(\$386,900)	(\$224,739)	(\$388,350)	(\$388,400)	(\$390,400)	(\$392,500)
	\$809,435	\$296,183	\$751,400	\$805,600	\$818,800	\$832,700

FCSS ADMINISTRATION

6-36-360-001-6001 Salaries	583,706	300,341	583,000	583,000	595,000	607,000
6-36-360-001-6004 Employer Contributions	158,328	80,626	158,000	157,500	161,000	165,000
6-36-360-001-6011 Accommodation & Subsistence	4,000	1,620	4,000	4,000	4,200	4,200
6-36-360-001-6012 Travel Transportation Expenses	3,500	1,603	3,000	3,500	3,500	3,500
6-36-360-001-6015 Seminar & Conference Fees	6,200	1,233	3,000	6,000	6,000	6,000
6-36-360-001-6032 Freight & Courier Services	300		300	300	300	300
6-36-360-001-6033 Telecommunication Services	3,500	1,531	4,500	3,000	3,000	3,000
6-36-360-001-6041 Auditing Services	2,500	1,000	1,000	1,500	1,500	1,500
	<u>762,035</u>	<u>387,955</u>	<u>756,800</u>	<u>758,800</u>	<u>774,500</u>	<u>790,500</u>

FCSS BOARD ADMINISTRATION

6-36-361-000-6003 Honorariums	34,000	8,819	16,000	34,000	34,000	34,000
6-36-361-000-6004 Employer Contributions	3,000		3,000	3,000	3,000	3,000
6-36-361-000-6011 Accommodation & Subsistence	6,000	1,748	5,000	5,000	5,000	5,000
6-36-361-000-6012 Travel Transportation Expenses	3,000	2,070	3,000	3,000	3,000	3,000
6-36-361-000-6015 Seminar & Conference Fees	4,000		4,000	4,000	4,000	4,000
	<u>50,000</u>	<u>12,637</u>	<u>31,000</u>	<u>49,000</u>	<u>49,000</u>	<u>49,000</u>

YOUTH COORDINATOR

6-36-362-000-6001 Salaries						
6-36-362-000-6004 Employer Contributions						
6-36-362-000-6011 Accommodation & Subsistence	2,000	324	2,000	2,000	2,000	2,000
6-36-362-000-6012 Travel Transportation Expenses	1,800	873	1,500	1,800	1,800	1,800
6-36-362-000-6013 Tuition & Other Training Programs	2,000	402	1,800	2,000	2,000	2,000
	<u>5,800</u>	<u>1,600</u>	<u>5,300</u>	<u>5,800</u>	<u>5,800</u>	<u>5,800</u>

OTHER FCSS PROGRAMS

6-36-362-000-6002 Wages						
6-36-362-000-6021 Advertising Services	1,500	761	1,500	1,500	1,500	1,500
6-36-362-000-6040 Professional and Special Services	13,000	628	1,200	15,600	15,600	15,600
6-36-362-000-6109 General & Operating Supplies	23,000	14,345	24,000	28,500	28,000	28,000
6-36-362-000-6143 Rental of Buildings	1,200	830	1,200	1,200	1,200	1,200
	<u>38,700</u>	<u>16,564</u>	<u>27,900</u>	<u>46,800</u>	<u>46,300</u>	<u>46,300</u>

COMMUNITY RESOURCE CENTRE

6-36-363-001-6001 Salaries						
6-36-363-001-6004 Employer Contributions						
6-36-363-001-6011 Accommodation & Subsistence	700	51	200	700	700	700
6-36-363-001-6012 Travel - Transportation Expenses	500		200	300	300	300
6-36-363-001-6013 Tuition & Other Training Expenses	800	688	800	800	800	800
6-36-363-001-6033 Telecommunication Services	5,000	2,357	5,000	5,000	5,000	5,000
6-36-363-001-6076 Repair of Motor Vehicles	5,000			5,000	5,000	5,000
6-36-363-001-6105 Petroleum & Antifreeze Products	5,000	226	3,000	5,000	5,000	5,000
6-36-363-001-6109 General & Operating Supplies	18,000	13,876	18,000	18,000	18,000	18,000
6-36-363-001-6143 Rental of Buildings	37,200		37,200	37,200	37,200	37,200
	<u>72,200</u>	<u>17,198</u>	<u>64,400</u>	<u>72,000</u>	<u>72,000</u>	<u>72,000</u>

HOME SUPPORT

6-36-364-001-6001 Salaries						
6-36-364-001-6004 Employer Contributions						
6-36-364-001-6011 Accommodation & Subsistence	2,000	308	1,500	2,000	2,000	2,000
6-36-364-001-6012 Travel Transportation Expenses	63,000	28,448	56,000	60,000	60,000	60,000
6-36-364-001-6013 Tuition & Other Training Expenses	2,000	227	1,000	2,000	2,000	2,000
6-36-364-001-6036 Mobile Communication Services	8,000	2,700	5,500	6,000	6,000	6,000
	<u>75,000</u>	<u>31,682</u>	<u>64,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>



MD OF GREENVIEW No.16
PROPOSED 2017 BUDGET
FAMILY COMMUNITY SUPPORT SERVICES

SUB DEPARTMENT	2016 BUDGET	2016 ACTUAL CURRENT	2016 PROJECTION	PROPOSED 2017 BUDGET	PROPOSED 2018 BUDGET	PROPOSED 2019 BUDGET
<u>LIAISON WORKER PROGRAM</u>						
6-36-365-000-6202 Grants to Organizations - School Divisions	54,100		54,100	54,100	54,100	54,100
	<u>54,100</u>		<u>54,100</u>	<u>54,100</u>	<u>54,100</u>	<u>54,100</u>
<u>GRANTS TO EXTERNAL AGENCIES</u>						
6-36-366-000-6202 Grants to Organizations	65,000	23,600	65,000	65,000	65,000	65,000
	<u>65,000</u>	<u>23,600</u>	<u>65,000</u>	<u>65,000</u>	<u>65,000</u>	<u>65,000</u>
<u>GRANDE CACHE HOME SUPPORT</u>						
6-36-367-003-6001 Salaries						
6-36-367-003-6012 Travel Transportation Expenses						
6-36-367-003-6203 GC Home Support Grant Agreement	70,000	29,165	70,000	70,000	70,000	70,000
	<u>70,000</u>	<u>29,165</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
<u>FCSS SUPPORT COORDINATOR</u>						
6-36-369-000-6001 Salaries						
6-36-369-000-6004 Employer Contributions						
6-36-369-000-6011 Accommodation & Subsistence	1,000	262	550	1,000	1,000	1,000
6-36-369-000-6012 Travel Transportation Expenses	1,000		200	500	500	500
6-36-369-000-6013 Tuition & Other Training Expenses	1,500	260	500	1,000	1,000	1,000
	<u>3,500</u>	<u>521</u>	<u>1,250</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
<u>FCSS REVENUE</u>						
5-53-537-000-5200 Sales of Goods & Services	-42,000	-22,474	-42,000	-42,000	-42,000	-42,000
5-53-537-000-5299 Other Services - Alberta Works Contract	-43,000	-23,100	-43,000	-43,000	-43,000	-43,000
5-55-360-000-5706 Provincial Grant - FCSS	-211,000	-176,315	-211,000	-211,000	-211,000	-211,000
5-55-360-000-5709 Shared Funding - FCSS Town of Valleyview	-89,500		-89,500	-91,000	-93,000	-95,000
5-53-537-000-5809 Other Revenue - Miscellaneous Grants	-1,400	-2,850	-2,850	-1,400	-1,400	-1,500
	<u>-386,900</u>	<u>-224,739</u>	<u>-388,350</u>	<u>-388,400</u>	<u>-390,400</u>	<u>-392,500</u>

4707 – 50 Street, Box 1079,
Valleyview AB T0H 3N0
T 780.524.7603 F 780.524.7603

SUBJECT:	Green View FCSS Reserve Report				
SUBMISSION TO:	Green View Family & Community Support Services	REVIEWED AND APPROVED FOR SUBMISSION			
MEETING DATE:	Monday, September-19-2016	GM:	(INT)	MANAGER:	LH
DEPARTMENT:	Green View Family & Community Support Services			PREPARER:	(INT)

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board authorize administration to cap the FCSS reserve at 100,000.00, with surplus to be applied to the following year's operational budget.

BACKGROUND / PROPOSAL:

The Green View FCSS has a reserve account with a cumulative balance to date of \$291,786.00. The FCSS Board made a motion to fund the Aboriginal Community Fee Assistance Program up to a maximum of \$30,000.00 with funds to come from reserve. Thus far only \$2500.00 has been used for the Aboriginal Community Activity Fee program. The total reserve amount includes \$85,250.00 from previous years, plus the reserve accumulated in 2015 from unfilled employee positions; unused funds for Grande Cache Home Support; and funds underutilized in grants to external organizations. As per the agreement between Greenview and the Town of Valleyview any operating surplus funds were to be placed into the reserve.

As per motion 13.12.703 Greenview has given the authority to the Green View FCSS Board to determine how any reserve funds are utilized.

Administration is recommending that the reserve account be capped at \$100,000.00 to be utilized for unexpected programs, services or grant requests, and any operating surplus over and above will be used to offset the following years operational budget.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Options – The Green View FCSS board has the option to approve or deny capping the reserve at \$100,000.00. Other options for use of reserve include:

1. Discontinue with the reserve (at present there are no plans to utilize the reserve funds).
2. Cap the reserve at a different amount than \$100,000.00, with any surplus funding being applied to the succeeding year's operational budget (surplus would be applied to 2017 operation budget).
3. Continue to let the reserve funds increase.
4. Draft a plan as to how the reserve funds could be utilized.

Benefits – The benefit of capping the reserve at \$100,000.00 is to ensure funds are available for unexpected programs, services or grants requests, while promoting good stewardship and use of public funds.

Disadvantages – There is no perceived disadvantage to capping the reserve at \$100,000.00

COSTS / SOURCE OF FUNDING: N/A

ATTACHMENT(S):

- Joint Agreement
- Reserve Fund Motion

7. FINANCING

- 7.1 No provision shall be made in the operating budget for either an operating deficit or surplus.
- 7.2 The Town of Valleyview shall contribute a total of \$84,450.00 per annum. It is further understood that this fee will increase at 2% per annum each year for five years to capture cost of living
- 7.3 In addition, the Board shall receive a grant from the provincial government in accordance with provincial F.C.S.S. program guidelines.
- 7.4 All revenues received by the Board for programs and services shall be used toward operations.
- 7.5 At year-end, any surplus or deficit will be transferred into the FCSS Reserve held with the MD of Greenview to be managed by the FCSS Board by MD of Greenview policies and bylaws.
- 7.6 Should a program require additional funds the Board shall make a presentation to the respective Councils of the Town and the M.D. for additional funding consideration or use the FCSS Reserve.

8. GENERAL

- 8.1 This Agreement shall inure to the benefit of and be binding upon the Parties hereto, their successors and assigns, until revoked by either party giving thirty (30) days notice unto the other at:

The Town of Valleyview
P. O. Box 270
Valleyview, Alberta T0H 3N0

The Municipal District of Greenview No. 16
P. O. Box 1079
Valleyview, Alberta T0H 3N0

8.2 A participating municipality proposing to withdraw from the program must give at least six (6) months written notice of its intent to do so to the Board and the Councils of the participating municipalities.

8.3 Upon dissolution of the Board, the Participating Municipalities shall be responsible for their portion of any deficit/surplus that may have occurred and shall be entitled to their portion of the remaining assets.

8.4 This agreement may be amended by mutual consent of the Participating Municipalities in writing.

Dec. 10	<p>MOTION: 13.12.703. Moved by: COUNCILLOR TOM BURTON</p> <p>That Council amend Procedure 1502-01, Reserve Funds, Section 5.1, by delegating authority to the Green View Family and Community Support Services (FCSS) Board for determining use of FCSS reserve funds.</p> <p>CARRIED</p>
Dec. 10	<p>MOTION: 13.12.704. Moved by: COUNCILLOR TOM BURTON</p> <p>That Council approve amending the Joint agreement with the Town of Valleyview for FCSS Services, Finance Section, clause 7.6, by delegating authority to the FCSS Board to determine the use of reserve funds.</p> <p>CARRIED</p>

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

SUBJECT:	Managers' Report		
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	Monday, September-19-2016	GM: INT	MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the September 2016 Managers report as presented for information.

BACKGROUND / PROPOSAL:

Monthly reports are provided to the Board for information.

OPTIONS / BENEFITS / DISADVANTAGES:

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

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

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

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

September Managers report.



Managers Board Report – Regular FCSS Board Meeting September 19, 2016

- July and August were busy month in the resource center, with client numbers higher than ever before during the summer months.
- Summer day camps were a great success this year, with two camps offered in Grovedale.
- The 3rd annual Celebration of Cultures, hosted in conjunction with Valleyview Rodeo, was very well received with over 150 people participating.
- FCSS has advertised programs and services in the new fall/winter edition of the Valleyview and Area Community Guide. We plan on forwarding submissions for the spring summer edition as well.
- The Casual Support Coordinator was hired in June, and is proving to be a great support. She has filled in at the front desk, summer day camps, home support, and assisting with the HEART conference.
- FCSS had a table at the community Information night held September 7th. Information on programs and services were available, and we had people register for babysitting classes and computer classes.
- The HEART conference planning is now finalized, and a verbal update will be provided the Board meeting.
- Three FCSS staff will attend the Grey Matters conference in Grande Prairie on September 20, 21.
- Sagesse, formerly Peer Support Services, will be providing facilitator training for Finding our Voices and Growth Circle on September 27, 28. Two staff members will attend the training, and we will offer the program to the public late fall.
- The Directors Network Committee has scheduled the fall meeting September 29, 30th.
- An e-mail was forwarded to all board members regarding upcoming resolutions that will be discussed at the AGM meeting at the November conference. The deadline for submitting resolutions is September 24.
- Several FCSS staff will attending a one day psychological first aid training facilitated by Alberta Health Services on October 4th. This training is geared to equip participants with skills to assist the public after an emergency or disaster.

- A staff member has been identified to take the 72 hour emergency prep kit train the trainer on October 13. This workshop, facilitated Alberta emergency management association, prepares local government staff to conduct sessions on personal disaster preparedness in their community.
- Our annual Older Adult information day is scheduled in Grovedale on 6th, and Valleyview October 7th. This year's topics include: seniors housing update; living well leaving well, Alberta supports and benefits overview, and elder abuse. There is no cost to attend and lunch is included.
- The Grande Cache Home Support July summary has been included in the agenda package.
- The FCSSAA conference is scheduled in Edmonton at the Fantasy Land Hotel November 23-25th.
- The next regularly scheduled Board meeting is October 19, @ 9:30.

Grande Cache Home Support Pilot Project Report

July 06, 2016

The Grande Cache Home Support Pilot Project continues to operate with 4 clients. The 2 clients that transitioned to a new Support Worker have no complaints about the transition and are still extremely satisfied with the program.

The Coordinator did follow up with the inquiry that the program had last month. The individual is still interested in the program and also referred one of their friends to join the program as well. The coordinator is in the process of setting up a time to do intakes with these individuals. Neither of these potential clients have phones so we are currently relying on a third party.

The only expenses that were incurred this month were the wages and mileage of the workers and coordinator. The cleaning kits did not require any attention this month.

One of the challenges that we continually face is the recruitment of new clients. The Grande Cache Home Support Pilot Project did get approval this month to add an additional employee to the program. This employee would essentially be a 'handy man' and would help out with odd jobs potential clients may need. These jobs could include, performing basic yard maintenance, performing simple home repairs and even helping clients with transportation to access essential needs, such as, medical appointments, pharmacy access, groceries, banking and even appointments with FCSS staff. The hope is to have this individual present in the community to attract more clients. The job posting for this job is already out and interviews will be conducted after July 15, 2016.

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SUBJECT:	Adult Coordinators Report	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Monday, September-19-2016	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the September 2016 Adult Coordinators report as presented for information.

BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

OPTIONS / BENEFITS / DISADVANTAGES:

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

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

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

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

September Adult Coordinators report.

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

- **Home Support** 61 clients (MD 33- VV 28)

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Home Support Clients	55	57	59	59	59	59	58	61

- **Wheels 4 Meals**

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
196	246	167	134	133	143	140	145	0	0	0	0	1304.0

- **Senior/Adult Support and Referral**

July 2016		Residence		
Support Needs	MD	VV	SL IR	
Other	3	6	0	
Referral to Other	2	3	0	
Ab Seniors Supports	3	5	0	
Canada Pension Plan	1	3	0	
Old Age Security/ GIS	1	2	2	
Death/ Wills (all)	1	1	0	
CRA Inquiry	1	1	3	
Elder Abuse Situation	0	0	0	
Home Support	3	2	0	
Commissioner/ Notary	2	1	0	
Monthly Total	17	24	5	

August 2016		Residence		
Support Needs	MD	VV	SL IR	
Other	4	1	1	
Referral to Other	1	1	0	
Ab Seniors Supports	0	2	2	
Canada Pension Plan	0	0	0	
Old Age Security/ GIS	0	1	4	
Death/ Wills (all)	1	0	0	
CRA Inquiry	0	2	4	
Elder Abuse Situation	0	0	0	
Home Support	2	1	0	
Commissioner/ Notary	4	2	5	
Monthly Total	12	10	16	

- **Balance**

Participant surveys were positive and planning is underway to hold the fall sessions in Valleyview and DeBolt.

- **Older Adult Info Day**

Planning is well underway to hold the workshops on Oct 6 in DeBolt and Oct 7 in Valleyview.

- **Grandparents Day**

FCSS is partnering with the Valleyview Rec Dept. to hold a Grandparents Day BBQ on Sept 11 from 4-6pm. The event will be held at the park by the pool, it is an opportunity for grandchildren to bring their grandparents for a free Hotdog lunch and play games in the park.

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

July												
VV	MD	SL	Senior	AISH	Low Inc	GST	CCTB	#children	WITB	GIS	REFUND	TOTAL
3	0	11	2	0	12	\$ 5,714.00	\$ 43,200.00	9	\$ -	\$ 7,042.00	\$ -	\$ 47,136.00
August												
VV	MD	SL	Senior	AISH	Low Inc	GST	CCTB	#children	WITB	GIS	REFUND	TOTAL
5	0	7	0	0	12	\$ 6,917.00	\$ 39,076.00	13	\$ -	\$ -	\$ 2,573.00	\$ 48,566.00
VV	MD	SL	Senior	AISH	Low Inc	GST	CCTB	#children	WITB	GIS	REFUND	TOTAL
181	66	227	153	30	291	\$176,382.00	\$728,955.00	148	\$33,699.00	\$725,802.00	\$ 87,481.00	\$ 1,743,554.00
			Total Returns									
			474									

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

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

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

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

Michelle Hagen
Adult Coordinator

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SUBJECT:	Community Resource Centre Coordinators Report		
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	Monday, September-19-2016	GM:	INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the September 2016 Community Resource Centre Coordinators report as presented for information.

BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

OPTIONS / BENEFITS / DISADVANTAGES:

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

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

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

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

September Community Resource Centre Coordinator report.



September 7, 2016

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

Stats Report for July/ August 2016:

Green View FCSS Community Resource Center assisted a total of 415 client visits in the month of July and 530 clients in the month of August.

The breakdown of July and August clients visits can be seen below.

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support	45	70	59	70	57	73	63	69					
Employment Supports	122	164	121	138	142	143	146	175					
Other Clients	106	154	260	226	188	221	206	286					
Total Clients Visits	273	388	440	434	387	437	415	530					
Residence Break Down:													
MD	83	123	103	88	87	121	125	198					
Sturgeon Lake	57	70	111	113	84	106	100	201					
Town	133	195	226	233	216	210	190	131					
New	21	26	21	29	21	44	32	36					
Returning	252	362	419	405	366	393	383	494					
Total Clients Visits	273	388	440	434	387	437	415	530					

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

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

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. Clients come in with various needs such as applying for new birth certificates to needing assistance applying for a boat licence online. The needs for services can vary greatly from client to client.

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

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

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	25	47	42	55	42	46	29	40					
Employment Supports	69	88	71	77	68	63	66	58					
Other Clients	39	60	113	101	106	101	95	100					
Total Clients Visits	133	195	226	233	216	210	190	198					
Residence Break Down:													
Town	133	195	226	233	216	210	190	198					
New	12	6	12	17	14	31	23	14					
Returning	121	189	214	216	202	179	167	184					
Total Clients Visits	133	195	226	233	216	210	190	198					
YES	133	195	226	233	216	210	190	198					
NO	0	0	0	0	0	0	0	0					
Community Social Issues Identified													
CFS	1	0	0	0	2	1	0	0					
Food Bank	4	8	22	10	2	9	8	7					
Mental Health	7	8	10	5	5	4	5	2					
Canadian Child Tax Benefits	1	1	1	2	1	2	1	0					
AISH	3	3	1	0	0	5	1	2					
Income Support	25	47	42	55	42	46	29	40					
Alberta Adult/Child Health Benefit	0	4	1	1	8	4	1	4					
Housing/ Heart River Housing	2	4	5	2	0	6	1	2					
Service Canada	5	9	8	8	10	2	5	8					
Seniors Information	3	1	2	3	4	13	10	12					
Canada Revenue Agency	4	8	58	48	13	4	6	10					
Employment Supports	69	88	71	77	68	63	66	58					
Computer Class Participants & Inquires	16	13	0	0	4	0	0	0					
Childcare subsidy	0	2	0	0	0	0	0	0					
program inquires	1	4	3	8	1	4	3	11					
Other questions/inquires	13	35	31	38	55	61	59	54					
Gender													
Male	59	80	101	95	105	110	93	85					
Female	74	115	125	138	111	100	97	113					

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 Sturgeon Lake IR residents.

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

This summer, the Resource Center stayed very busy. The number of clientele in July 2015 and August 2015 was 263 and 230. This year in 2016 we assisted 415 in July and 530 clients in August. August totals more than doubled this year. A rise of employment needs were seen over the summer, and clients continue to come in with the need to apply for Employment Insurance and/ or Income Support. Clients needs do not appear to be as urgent as they were months back, as employment in certain fields is starting to rise giving hope to people searching for employment and people seem to be adjusting to the new economic state.

Newcomers to Valleyview have been seen in the Resource Center over summer. Many are here on the promise of employment and housing but are waiting for the positions to open or for hours to pick up to supplement the few that they are receiving.

Computer Basics classes will begin again this September, starting on September 22 and running until October 27. They will be held on Thursdays from 1pm- 3:30pm at no cost.

Respectfully submitted,

Corinne D'Onofrio

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SUBJECT:	Support Coordinators Report	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Monday, September-19-2016	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the September 2016 Support Coordinators report as presented for information.

BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

OPTIONS / BENEFITS / DISADVANTAGES:

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

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

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

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

September Support Coordinator report.



July 4, 2016

TO: Lisa Hannaford

FROM: Beverly Osborne, Support Coordinator

SUBJECT: June - August Coordinator's Report

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

1. 5 FCSS staff members including support coordinator, completed the First Responder to Sexual Assault Abuse Training in June 2016.
2. 161 of the total 415 Community Resource Centre clients were assisted during the month of July and 296 of 530 in August.
3. Celebration of Cultures was attended by approximately 150 community members and all participants reported having a good experience.
4. Preparations for the Heart Conference 2016 are well underway. It is expected that 150 people will attend the conference taking place in September. The interim report to the province has been completed and grant funds have been allocated to the Heart Team.
5. Supervised 16 children with craft projects as well as prepared food during Day Camp in Little Smoky, on August 3rd.
6. 34 phone calls and several visits were made, to personally invite the business and professional community to the Heart Conference.

Respectfully Submitted:

B. Osborne

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SUBJECT:	Youth Coordinators Report	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Monday, September-19-2016	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

RELEVANT LEGISLATION:

Green View FCSS Policy-N/A

RECOMMENDED ACTION:

MOTION: That Green View Family and Community Support Services Board accept the September 2016 Youth Coordinators report as presented for information.

BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

OPTIONS / BENEFITS / DISADVANTAGES:

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

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

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

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

September Youth Coordinator report.



September 1, 2016

TO: Lisa Hannaford

FROM: Bretley Dunn, Coordinator, Youth

SUBJECT: September Coordinator's Report

Programs completed in June, 2016:

- **St. Stephen's Catholic School:** Home Alone (grade 4)
- **Penson School:** Home Alone (grade 4)
- **Harry Gray Elementary:** Home Alone (grade 4; 3 classes)

Programs in July + August, 2016:

2016 Summer Day Camp Dates:

Grovedale	Community Hall	July 5, 6, 7
DeBolt	DeBolt Centre	July 12, 13, 14
Valleyview	Swanson Room	July 19, 20, 21
New Fish Creek	Community Hall	July 26, 27, 28
Little Smoky	Community Hall	August 2, 3, 4
Young Picasso-Valleyview (8-12 yrs.)	CRC	August 16, 17, 18
Adult Art Day (13+)	CRC	August 19
Young Picasso- Grovedale (8-12 yrs.)	Community Hall	August 23, 24, 25

Snapshot of September, 2016:

Looking ahead to the fall, I will be scheduling times to meet with principals to determine the current needs within their schools. From there I will build my schedule for programming to take place between September-December. I am excitedly anticipating the arrival of SparksFly bikes for the end of September! After their arrival I can begin integrating their use into the selected classrooms throughout our district.

Successes:

- Home Alone was well received in each of the schools. Post-tests show that participants are more confident in their ability to handle emergency situations and make responsible choices when home alone. I have plans to make minor changes to the program for next year to include additional hands on activities to keep students more engaged.
- The Summer Day Camps were a huge success. We had from 8-21 children at each camp (GD-21, D-18, VV-16, NFC-9, LS-8, GDArt-20, and VVArt-16). The campers had a great time strengthening and building friendships, playing games, and exercising their creativity during

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crafts. 100% of parents responded that their children make friends more easily as a result of participating in Summer Day Camps.

- Working alongside both Summer Coordinators was a pleasure—they both were diligent in their tasks and more than willing to help out where needed. Kaleb's facilitation at the art camps was highly praised.
- The Celebration of Cultures was a wonderful event where volunteer food vendors of differing cultures were able to educate participants on their nationalities. Approximately 150 individuals took part in this fantastic opportunity to explore other cultures through food! The feedback was tremendously positive and this event continues to be a great time for education on various cultures and strengthening of community bonds.

Challenges:

- Unfortunately, due to lack of registrants the Sunset House Summer Day Camp was unable to run. This camp has been cancelled in previous years for the same reason. It is my recommendation that we discontinue advertising for this event unless/until a time comes where it is again requested.
- Likewise, our Media through the Eyes of Art camp in Valleyview was cancelled. We intended this camp to reach teens and adults but due to an apparent lack of interest we replaced this camp with a Young Picasso Art Camp in Grovedale, where we had received numerous requests to facilitate an art camp. To accommodate those adults in Valleyview who were interested, we did choose to run a single day art camp on Friday, August 19th where 6 participants attended. This change of scheduling led to some misunderstanding on the details of the camp amongst a few of the participants despite phone calls being made and information being posted on Facebook. In the future, if programs are cancelled or modified it's important that advertising materials that are out in the community are changed to reflect these modifications. The participants who attended the camp were pleased with the day and showed interest in a longer camp for adults in the future.

Respectfully Submitted,
Bretley Dunn

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