



## REGULAR BOARD MEETING AGENDA

Wednesday February 19, 2025

9:30 am

Meeting Room  
Green View FCSS Building

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#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Green View Family and Community Support Services Organizational Meeting minutes held January 22, 2025 to be adopted.  3.2 Regular Green View Family and Community Support Services Meeting minutes held January 22, 2025 to be adopted.  3.3 Business Arising from the Minutes	1
#4	DELEGATION	4.0	
#5	OLD BUSINESS	5.0	
#6	NEW BUSINESS	6.1 FCSS Manager Report	7
#7	MEMBER REPORTS	7.1 Chair/Member Reports	
#8	CORRESPONDENCE	8.0	
#9	CLOSED SESSION	9.0	
#10	ADJOURNMENT	10.0	

Minutes of a  
**ORANIZATIONAL MEETING**  
**GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES**  
Green View Family and Community Support Services Building  
Valleyview, Alberta, on Wednesday, January 22, 2025

- # 1:  
CALL TO ORDER

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

Board Member, Greenview Councillor

Board Member, Member at Large, Greenview (Zoom)

Board Member, Greenview Councillor

Board Member, Member at Large, Greenview

Board Member, Town of Valleyview Councillor

Board Member, Member at Large, Town of Valleyview

Sally Rosson

Tammy Day

Christine Schlief

Roxanne Perron

Glenn Burke

Fred Jensen
- ATTENDING

FCSS Manager

Recording Secretary

Lisa Hannaford

Corinne D’Onofrio
- ABSENT

Board Member, Member at Large, Greenview

Gwen Villebrun
- #2:  
AGENDA

**MOTION: 25.01.01** Moved by: BOARD MEMBER, ROXANNE PERRON

That the January 22, 2025 Organizational Meeting agenda be adopted as presented.

CARRIED
- #3  
NOMINATION FOR  
CHAIR

Manager, Lisa Hannaford called for nominations for the election of Chair.

BOARD MEMBER, SALLY ROSSON nominated: BOARD MEMBER, ROXANNE PERRON

Manager, Lisa Hannaford called a second time for nominations for the election of Chair.

\*None were heard
- NOMINATIONS  
FOR CHAIR CEASE

**MOTION: 25.01.02** Moved by: BOARD MEMBER, CHRISTINE SCHLIEF

That the Green View Family and Community Support Services Board cease nominations for Chair.

CARRIED
- SELECTION OF  
CHAIR

Manager Hannaford declared BOARD MEMBER, ROXANNE PERRON as the elected Chair of the Green View Family and Community Support Services Board until the next Organizational Meeting.

**NOMINATIONS  
FOR VICE CHAIR**

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

BOARD MEMBER, CHRISTINE SCHLIEF nominated BOARD MEMBER, SALLY ROSSON

Manager, Lisa Hannaford called a second time for nominations for the election of Vice Chair.

\*None were heard

**#4 NOMINATIONS  
FOR VICE CHAIR  
CEASE**

**MOTION: 25.01.03** Moved by: BOARD MEMBER, CHRISTINE SCHLIEF  
That the Green View Family and Community Support Services Board cease nominations for Vice Chair.

CARRIED

Manager Hannaford declared BOARD MEMBER, SALLY ROSSON as the Vice Chair of the Green View Family and Community Support Services Board until the next annual Organizational meeting and assumed position as Vice Chair.

**#5 MEETING DATES**

**5.0 REGULAR MEETING DATES**

**REGULAR GREEN  
VIEW FCSS BOARD  
MEETING DATES**

**5.1 REGULAR GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BOARD  
MEETING DATES**

**MOTION: 25.01.04** Moved by: BOARD MEMBER, GLENN BURKE  
That the Green View Family and Community Support Services Board hold regular scheduled Board meetings on the 3<sup>rd</sup> Wednesday of the month, commencing at 9:30 a.m. in the Green View FCSS meeting room at 4707-50<sup>th</sup> street, Valleyview, Alberta.

CARRIED

**#6  
ADJOURNMENT**

**6.0 ADJOURNMENT**

**MOTION: 25.01.05** Moved by: BOARD MEMBER, TAMMY DAY  
That this meeting adjourns at 9:48 a.m.

CARRIED

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FCSS MANAGER

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FCSS CHAIR

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, January 22, 2025

**# 1:** Chair Perron called the meeting to order at 9:49 am.  
**CALL TO ORDER**

<b>PRESENT</b>	Chair, Member at Large, Greenview Board Member, Member at Large, Greenview (Zoom) Board Member, Member at Large, Greenview (Zoom) Board Member, Greenview Councillor Board Member, Greenview Councillor Board Member, Town of Valleyview Councillor Board Member, Member at Large, Town of Valleyview	Roxanne Perron Tammy Day Gwen Villebrun Christine Schlieff Sally Rosson Glenn Burke Fred Jensen
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**ATTENDING**

FCSS Manager Recording Secretary	Lisa Hannaford Corinne D'Onofrio
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**ABSENT**

**#2**  
**AGENDA**

**2.1 GREEN VIEW FCSS AGENDA**

**MOTION: 25.01.06** Moved by: BOARD MEMBER, GLENN BURKE  
 That the January 22, 2025 agenda be adopted as presented.

CARRIED

**#3.1**  
**REGULAR**  
**MEETING**  
**MINUTES**

**3.1 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES**

**MOTION: 25.01.07** Moved by: BOARD MEMBER, SALLY ROSSON  
 That the Minutes of the Regular Green View FCSS Board Meeting held on Wednesday, October 16, 2024 be adopted as presented.

CARRIED

**#3.2 BUSINESS**  
**ARISING FROM**  
**MINUTES**

**3.2 BUSINESS ARISING FROM THE MINUTES**

#4 DELEGATION      **4.0 DELEGATION**

#5 OLD BUSINESS      **5.0 OLD BUSINESS**

#6 NEW  
BUSINESS      **6.1 FCSS MANAGER REPORT**

**MOTION: 25.01.08** Moved by: BOARD MEMBER, GLENN BURKE  
That the Green View FCSS Board accept the January Manager's report as presented for information.

CARRIED

Member Gwen Villebrun joined the meeting by Zoom at 10:10am.

Chair Perron called the meeting to recess at 11:03am.

Chair Perron reconvened the meeting at 11:16am.

**7.1 CHAIR/MEMBER REPORTS**

**BOARD MEMBER GWEN VILLEBRUN**

- Will be participating in a 10-day training in April

**BOARD MEMBER DAY**

- No report at this time.

**BOARD MEMBER BURKE**

- Attending the Green View FCSS Board Meeting for the first time as a new Board Member
- Attended the FCSSAA Conference in November

**BOARD MEMBER JENSEN**

- Attended an orientation to the Green View FCSS Board with Manager Hannaford and looks forward to sitting on the Board
- Looking forward to the Human Trafficking Community Information Session on February 20, 2025 at Green View FCSS

**BOARD MEMBER SCHLIEF**

- Attended the Mental Health First Aid in January and thought it was very beneficial and appreciated the two-day training

- Is a member of the PACE Board
- Looking forward to the Just In Case program being facilitated in Grovedale

**BOARD MEMBER ROSSON**

- Attended the Mental Health First Aid in January and thought it was very beneficial
- Mentioned that Northern Lakes College is offering safety courses such as H2S and First Aid

**CHAIR PERRON**

- Spoke about services offered by Green View FCSS and being able to assist community members by referring to Green View FCSS for assistance with many needs
- Would like to promote the “Elephant in the Room” initiative that promotes open conversations about Mental Health and aims to reduce the stigma
- Spoke of changes to the Valleyview Food Bank within the year

#8  
CORRESPONDENCE

**8.0 CORRESPONDENCE**

#9 CLOSED  
SESSION

**9.0 CLOSED SESSION**

#10  
ADJOURNMENT

**10.0 ADJOURNMENT**

**MOTION: 25.01.09** Moved by: BOARD MEMBER, CHRISTINE SCHLIEF  
That this meeting adjourns at 12:36 pm.

CARRIED

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F.C.S.S. MANAGER

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F.C.S.S. CHAIR

## REQUEST FOR DECISION

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SUBJECT: **Managers' Report**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: January 22, 2025

GM:

MANAGER: LDH

DEPARTMENT: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES

PRESENTER: LDH

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RELEVANT LEGISLATION:

**Green View FCSS Policy– N/A**

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RECOMMENDED ACTION:

**MOTION: That Green View Family and Community Support Services Board accept the January 2025 Managers report as presented for information.**

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BACKGROUND/PROPOSAL:

Monthly Managers reports are provided to the Board for information.

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BENEFITS OF THE RECOMMENDED ACTION:

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

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

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ALTERNATIVES CONSIDERED:

N/A

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FINANCIAL IMPLICATION: N/A

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STAFFING IMPLICATION: N/A

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PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.



**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform

**PROMISE TO THE PUBLIC**

Inform

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FOLLOW UP ACTIONS:

N/A

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ATTACHMENT(S):

- January Managers report

## MONTHLY REPORT

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MONTH: February                      YEAR: 2025

SUBMITTED TO: Green View Family and Community Support Services Board

TITLE: Manager                      SUBMITTED BY: Lisa Hannaford

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### LAST MONTH'S ACTIVITIES:

Administration has been working on a variety of projects and preparing for upcoming events. Areas to highlight include staffing, reporting, and planning future events. Meetings attended in the last month have included provincial information sessions such as updates from Recovery Alberta (formerly called addictions and mental health). Recovery Alberta can provide virtual sessions covering a wide variety of topics including "Coping Strategies, "Anger Control" "Assertiveness and Boundaries" and "Loneliness," just to name a few. A full list of courses, minimum participants, and associated costs will be distributed to the offices.

A provincial strategy and action plan for Alberta Caregivers is in the initial stages. Various FCSS offices throughout the province have been invited to provide feedback on the draft and an initial meeting will take place on February 10. The two areas of need to highlight will be the lack of respite and financial aid currently accessible, as well as a focus on the geographical challenges faced in rural communities.

Planning continues for our Grande Cache location to host the Northwest Spring Regional conference taking place on May 14 and 15. Save the date posters have been distributed and registration will open in March.

Both the DeBolt Agricultural Center and the Grovedale Seniors club have expressed interest in the Balance yoga fall prevention classes to be offered in 2025. Administration has asked both groups to fill out grant application forms which will be reviewed by the Board. Although grants are typically due at the end of August for the upcoming year, administration recommended to these groups that they still put forth grant requests for classes held in 2025 until the clubs' representatives transition to the new process. FCSS administration is working with other colleagues within the community services department to transition the FCSS grant application in the new grant portal. Upon Board request, an overview of the new grant portal can be demonstrated at a future board meeting.

The community member information sessions on human trafficking will take place at both of the Community Resource Centers on February 20 from 12-1:00 p.m. This is a free event however we are asking participants sign up as lunch will be provided.

All three Volunteer Appreciation Dinners have been scheduled. The first one will take place on April 22 in Grande Cache, this will be followed by the dinner in Valleyview on April 23 and finally in Grovedale on April 24. Nomination forms can be accessed on the website and are also available at the FCSS offices.

Administration will submit a grant application to the province for a Family Violence Prevention grant. If successful, these monies will be used to offset costs of the domestic violence work we are currently doing in schools and community. The application will be submitted mid-February, and we hope to hear back by the end of March if we are successful.

The Community Volunteer Income Tax program will be available beginning March 3 and run until the end of April. This is an extremely busy time for both offices, and we are working hard to identify efficiencies in processes. The program is for low-income individuals who are filing simple tax returns. The threshold for a single person is \$35,000.00 per year, couples \$45,000.00, and \$2500.00 for each additional person in the household. In 2024, 920 tax returns were filed, bringing \$8,164,170.23 back into the respective communities. For a quick snapshot of where people live who access the program, 367 were from the Town of Valleyview, 65 from Greenview, 157 from Grande Cache, 60 from the Cooperatives and Enterprises, and 271 from Sturgeon Lake.

#### OUTCOMES:

All outcomes can be found in the coordinators reports to follow.

#### HIGHLIGHTS:

The mini-proposal for the extension of the Career and Employment Storefront Services contract has been submitted and accepted. We are still waiting to see if the funding amount will be increased as indicated in the proposal. The extension of the contract will take us to March of 2027, and at that point it will have to be re-applied for on the Alberta Purchasing Connection.

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#### UPCOMING:

An open house will be held in the new FCSS office location in Grande Cache on March 6 from 1-4:30.

The annual report to the province is due on March 28, administration will compile outcomes, statistics, and all financial data to submit to the province.

The dates for the annual FCSSAA conference in Edmonton are November 26-28, and this year the hosting hotel is the Double Tree in Edmonton's west end.



## MONTHLY REPORT

MONTH: February

YEAR: 2025

SUBMITTED TO: Lisa Hannaford

TITLE: Assistant Manager

SUBMITTED BY: Amber Hennig

Relocation of the Grande Cache office took place in January; the new space is larger to meet our needs. Items like workshops, presentations, programming and Interagency meetings can be conducted on-site, as opposed to the last few years where staff had to find venues and go off-site to deliver programs and conduct meetings. Additionally, the new space provides an emergency exit for increased safety.

Tax returns for the 2024 tax year will be accepted starting March 3, promotion for the Community Volunteer Income Tax program has begun. Last year, 920 returns were processed, and we anticipate a similar amount for this year.

The quarterly report, October to December, was submitted for the Reaching Home grant for the Meadows to Mountains Homelessness Prevention Project. There was one intake completed during this quarter with financial assistance being provided for utility arrears.

Sheldon Coates Elementary, Summitview Middle School, Grande Cache Community Highschool, and Susa Creek school have all requested programming. Interpersonal Relationship Skills (with a focus on conflict resolution), healthy relationships, and Miyo Wichihitowin are the programs that will be delivered. In addition to the WiseGuyz Alumni.

Kids Conference planning is underway with 8 external organizations partnering to deliver sessions in one or more of the following streams of learning: life skills, creativity, and physical activity. A full list of partners can be found the Youth Coordinator section of this report. The conference will take place during the school spring break on April 1 and 2. Registration opens on February 24.

Walk In Wednesdays at the Tawow Centre continue and are providing assistance to an average of 8 people per session. Assistance includes answering questions about government benefits and form applications in addition to building trust with members of the local Indigenous community. The Outreach Coordinator attends Walk In Wednesdays twice a month from 10:00 am – 11:30 am. Moving into tax filing season the Coordinator will be able to offer on site filing at Tawow.

In response to feedback from A Night to Lead Change we will be hosting a learn at lunch for community to attend on Human Trafficking 101: Community Member Essentials facilitated virtual by ACT. This will take place on February 20, 12:00 pm – 1:00 pm. At the time of this report 6 people have registered to attend.

The Big Horn Golden Age Club has requested a presentation that provides information about Green View FCSS programs and services available in Grande Cache. This will take place on February 12 at the Club.

[illegible]

Eating for your Wellbeing (cookbooks)	0												0
Forms Assistance (General)	24												24
General Information	9												9
Home Support (Referrals to)	17												17
Hope Exists in Lots of Places (HELP)	0												0
Mountains to Meadows Homelessness	7												7
Other Questions/Inquiries	14												14
Outreach Coordinator (Referrals to)	29												29
Referrals to Other Organizations	36												36
Seniors Benefits	12												12
Transportation	15												15
Volunteering	0												0
Welcome Baskets	0												0
Wheels For Meals	3												3
Youth Programming (Referrals)	11												11
	<b>274</b>												<b>274</b>

## HIGHLIGHTS:

A client came to the Community Resource Centre looking for help finishing the set up of their MyCRA online account. When this individual came in the temporary code had already expired. With this individuals' drivers license, and cell phone, we were able to complete the authentication process without the client needing to wait for another temporary access code. The client was then shown the basics of checking their information, including finding T4 slips, payment dates and mailbox. The client was happy to be able to access this information without waiting extended times on the phone or for mail to come through.



# MONTHLY REPORT

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MONTH: February      YEAR: 2025

SUBMITTED TO: Amber Hennig

TITLE: Adult Coordinator      SUBMITTED BY: Raymond Harris

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## LAST MONTH'S ACTIVITIES:

Currently, The Home Support Program in Grande Cache had 38 residents in the Municipal District of Greenview 7 in the Cooperatives and Enterprises, and 31 in the Hamlet of Grande Cache. During the month of January there was one new client in the Hamlet of Grande Cache, one client that had limited service due to medical issues, there were three clients that had a safety concern and did not receive service for one week, and one client did not have any service due to being out of town for the month.

There was a safety concern that resulted in a pause in service for three clients. The apartment building all three clients live in reported suspicion of bedbugs. Service was paused for a week while Green View FCSS waited to hear back from the Environment Public Health Officer. On January 27, 2025, the Environment Public Health Officer communicated that there was no evidence of bedbugs in the clients' homes and service resumed.

The Adult Coordinator assisted with reporting for the Rural Development Network and Health Aging Alberta grants. Recent reporting information can be found in the Assistant Manager section of this report.

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## HIGHLIGHTS:

Client quote:

"We have Home Support come in weekly for cleaning, and it really truly helps us out. You let us be able to talk on a computer with the lawyer because I can't travel from fracturing my hip, and we attended that Just In Case Workshop last year that you hosted. We never thought that we would be people that need help with things but truly we don't think we would be able to survive without all the support that FCSS provides. Thank you, truly and deeply, thank you."

## MONTHLY REPORT

MONTH: February                      YEAR: 2025

SUBMITTED TO: Amber Hennig

TITLE: Youth Coordinator                      SUBMITTED BY: Alexandria Burge

### LAST MONTH'S ACTIVITIES

The Alumni group has continued to meet twice per week every month during lunch time in the High School, On January 29 the Youth Coordinator started a new subject "mental health in young people". The group will watch the documentary and end with discussion about the importance of and how to take care of your mental health.

In the month of January, the Youth Coordinator assisted with medication delivery and client pick up while the Outreach Coordinator was away and began the planning for Kids Conference by meeting with partners to determine session offerings this year.

Kids Conference will take place on April 1 and 2, during spring break in Grande Cache. The following organizations and departments will be partnering to deliver sessions, Bringing Empowered Students Together, GYPSD Health and Wellness worker, McMan Youth Family and Community Services, RCMP, Resource Center for Suicide Prevention, municipal library, and Recreation Center programs. Registration will open on Monday February 24.

The Youth Coordinator participated in a webinar from Alberta Health Services that discussed Body Image and Eating Disorders in youth, it was surprising to find out the high prevalence of eating disorders. We are awaiting the resources from the webinar to further examine the subject.

### HIGHLIGHTS:

The amount of in school programming requested from all the schools in this area.

### UPCOMING:

- Interpersonal Relationship Skills Gr.8 class in Summitview starting Feb.3 and will run on Monday and Tuesday till March 5 from 11:00am-11:45am and 12:30pm-1:15pm.
- WiseGuyz Alumni on February 12 & 26, 11:20-12:20
- Alumni lunch presentation (career exploration) on Feb 18,19,20 from 11:20am-12:20pm
- Good Relations (Cree Club) in the High School Feb 13,20,24 from 11:20am-12:20pm
- Good Relations Gr.3 in Sheldon Coast starting Feb.19 from 11:40-12:15pm will run on Wednesday for 6 sessions.
- Kids Conference Registration opens on Feb.25, Conference takes place April 1 and 2



## MONTHLY REPORT

MONTH: February

YEAR: 2025

SUBMITTED TO: Amber Hennig

TITLE: Outreach Coordinator

SUBMITTED BY: Lisa Beckstead

### LAST MONTH'S ACTIVITIES:

On Jan 16 the Outreach Coordinator attended a virtual Lunch and Learn with ACT Alberta, The Action Coalition on Human Trafficking Alberta. This lunch and learns topic was Human Trafficking 101: Service Provider Essentials, this course was specifically designed for service providers in Alberta, which offered crucial insights and skills to support victims and survivors of human trafficking. After taking part in this opportunity, Green View FCSS offices will be hosting an ACT Alberta webinar; Human Trafficking 101: Community Member Essentials. This webinar takes place on February 20, from 12:00 pm to 1:00pm.

On Wednesday, January 22 the Tawow Centre held their Walk In Wednesdays for community members living in Grande Cache, the Co Operative's, and Enterprises. The Outreach Coordinator joined from 10:00 am – 11:30 am. During this time frame 8 individuals sporadically joined.

Seniors Technology Assistance at the Big Horn Golden Age Club resumed this month after taking a break in December. The Outreach Coordinator facilitated 2 different time slots on January 27 from 1:30 – 3:00pm. During this time frame 4 individuals signed up to receive assistance with technology. Topics during this session included, accessing My Alberta Health Records via their My Alberta Account, navigating the use of the app Notes on an iPhone, and how to use the app Maps on an iPhone.

Assistance will be provided during Kids Conference by Coordinator who will be facilitating a few sessions ranging from physical activity, unique expression and increasing life skills among children and youth. The Kids Conference will be held over two days: April 1 and 2 of 2025.

Wheels for Meals continues, currently there are two consistent clients who receive meals during the week. Delivery of medication was also requested only twice during the month, and transportation to medical appointments was requested eight times over the course of the month.

### OUTCOMES:

PROGRAM NAME: Seniors Technology Assistance

*As a result of Seniors Technology Assistance, I am better able to use technology.*

*70% agree or strongly agree  
30% disagree*

<i>As a result of Seniors Technology Assistance, I feel better about my ability to use the internet safely.</i>	<i>70% agree or strongly agree %30 disagree</i>
<i>Is there any other information you would like to provide?</i>	<i>-3 participants for 30 minutes didn't work well. -Have Android and info was about iPhone -all my questions were answered -I would like to attend more classes</i>
<b>PARTICIPANT QUOTES:</b> <i>-Seniors Technology Assistance is of great value and very helpful -Helper is so helpful -I learn something new everytime</i>	

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**UPCOMING:**

- ACT Human Trafficking 101: Community Members Essentials Feb 20 12:00 pm – 1:00 pm
- Learn at lunch, FCSS programs and services presentation Big Horn Golden Age Club Feb 12, 11:00 am – 12:00 pm

## MONTHLY REPORT

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MONTH: February

YEAR: 2025

SUBMITTED TO: Lisa Hannaford

TITLE: Adult Coordinator

SUBMITTED BY: Tracy Dennis

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### LAST MONTH'S ACTIVITIES:

In January 2025, the Adult Coordinator assisted with employment resources, income supports, referrals, mental health, and various other community services for the Community Resource Centre.

The Adult Coordinator's duties include home assessments, expense claims, and time sheets. The Home Support program provides basic housekeeping, meal preparation, and transportation to essential services. Currently, there are 77 Home Support clients: 51 from the Municipal District of Greenview, and 26 in the Town of Valleyview. In January, 2 clients signed off and no clients signed on.

The Home Support program provides transportation for essential services such as grocery shopping, medical appointments and banking. In January the Home Support team provided transportation 14 times.

Other Adult Coordinator's duties include organizing, setting up, and registering people for the Balance Restorative Yoga program. Balance Restorative Yoga is a strength and core-building yoga designed to assist in fall prevention and injury or post-surgery recovery. January and February have 22 people registered to participate in 12 sessions.

The Adult Coordinator helps execute the delivery of meals for the Wheels for Meals program. Green View FCSS partners with the Red Willow Lodge to deliver meals to clients that are nutritious; promoting health, well-being, and independence. In January 2025, there were 5 clients registered, and 41 meals delivered.

The Adult Coordinator is a Commissioner for Oaths in and for Alberta and administers oaths, and take and receive affidavits, affirmations and declarations. In January there were 14 commissions.

On January 9<sup>th</sup> and 10<sup>th</sup>, 2025, the Adult Coordinator attended the Mental Health First Aid course. This course focused on the four most common mental health disorders including substance related, mood related, anxiety and trauma related, and psychotic disorders.

Date: January, 2025		Residence			81
Support Needs	MD	VV	SLCN	Explanation/ Example	
Advocacy	1	2	0	With anyone, Family, Businesses, Government	
CRA	1	0	0	Inquiries, CVITP, referrals, filing	
Federal Programs	1	0	0	GST, Canada Child Tax Benefit,	
Forms, queries and assistance	1	0	0	Federal, Provincial, death forms, paperwork	
Home Support	16	1	0	Client Queries, home visits, concerns, needs, info	
Information	3	2	0	Wills, Personal dir., POA, Caregivers, Abuse,	
Other FCSS Prog	0	8	0	Referral to another program or worker within FCSS	
Provincial Programs	0	0	0	Senior Benefits, Financial, Blue Cross, Alberta Health	
Referral to other Agencies	3	1	0	Legal, CRA, Seniors outreach, Senior programs, Service Can.	
Supportive Listening	0	0	0	Creating connection, support, direction	
Technology Assistance	1	1	0	cell phone, internet, email- etc.	
Transportation	2	0	0	Transport inquiry, requests, information, referrals	
Monthly Total	29	15	0	44	

#### UPCOMING:

On February 7, the Adult Coordinator will be joining a public webinar representing kids in high-conflict family cases to learn about the ins and outs of children's rights when it comes to family legal matters.

#### HIGHLIGHTS:

A highlight for the Adult Coordinator was assisting a younger client in her home due to an operation on her shoulder. The healing process was very successful. It was great to be able to participate and contribute to improving health and wellbeing of people.

## MONTHLY REPORT

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MONTH: February                      YEAR: 2025

SUBMITTED TO: Lisa Hannaford

TITLE: Community Resource Centre Coordinator

SUBMITTED BY: Corinne D'Onofrio

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### LAST MONTH'S ACTIVITIES:

There were 360 client visits to the Community Resource Centre in the month of January. 55 were from the MD of Greenview, 75 were from Sturgeon Lake Cree Nation, and 230 were from the Town of Valleyview. Eleven clients were new to the Resource Centre.

January was a bit busier month in the Community Resource Centre with client visits. Employment supports increased from 32 in December to 55 in January. Clients required support with creating resumes, editing existed resumes, making copies, online applications, viewing the job board and emailing and faxing to potential employers. Clients were also referred to numerous training opportunities and information on Class 3, First Aid, Class 5, H2S, Security Licence, and referrals to Northern Lakes College and other online resources.

Income Support needs decreased slightly from 35 client visits in December to 32 in January 2025. Clients required assistance with online applications, photocopying, scanning and emailing their documents to workers, completing monthly reports and referrals to Income Support and Alberta Supports. Occasionally extra contact is made with an Alberta Supports supervisor to arrange a "community intake". This process is usually applied when the client has multiple barriers to complete the online application and to be able to receive the intake call such as a lack of documentation at the time, no access to email or a lack of interest or desire in establishing email, no internet where they are residing, and no phone access. By arranging these intakes, the clients needs can be met much sooner with less struggle and stress.

Clients have been coming into the Community Resource Centre with many Canada Revenue Agency questions and have been referred to the CRA numerous times regarding various benefits such as GST and Carbon Rebates. Many have been inquiring about having their taxes completed with the Community Volunteer Income Tax program and have been informed that the program will begin in the first week of March.

Other needs seen at the Resource Centre in January included Service Canada (20), AISH support (20), Housing (11), CPP/ CPP Disability (12), OAS and GIS applications (9), AB Seniors (18), program inquiries (13) and legal in nature assistance (21).

During January, 101 client visits to the Community Resource Centre were regarding receiving support with technology. This included support with online applications, use of the computers and phones for various purposes, assistance with emails and attachments, printing off documents from various personal devices, accessing Wi-Fi to be able to complete various tasks, assistance with emailing, faxing and photocopying. Clients also needed support with online accounts and creation of emails for various online needs. One client utilized the CRC's computer with camera to conduct an online appointment for legal reasons.

[illegible]

[illegible]

## Sturgeon Lake Cree Nation:

Year End Report 2025	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	3												3
Employment Supports	10												10
Other Clients	62												62
<b>Total Clients Visits</b>	<b>75</b>												<b>75</b>
<b>Residence Break Down:</b>													
Sturgeon Lake Cree Nation	75												75
New	2												2
Returning	73												73
Total Clients Visits	75												75
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	75												75
NO	1												1
Community Social Issues Identified													
CFS	0												0
Food Bank	1												1
Mental Health	1												1
Canadian Child Tax Benefits	0												0
AISH	2												2
Income Support	3												3
Alberta Adult/Child Health Benefit	1												1
Housing/ Heart River Housing	1												1
Alberta Id	0												0
Service Canada	4												4
CPP/ CPP Disability	2												2
OAS and GIS	2												2
Sr. Special Needs/ AB Seniors	3												3
Seniors Information	0												0
CVITP related	7												7
Canada Revenue Agency	8												8
Employment Supports	10												10
WCB(Workers Compensation Board)	0												0
Technology Assistance	21												21
Childcare subsidy	0												0
program inquires	0												0
Legal (faxes, forms, calls)	8												8
Other questions/inquires	10												10
Mountains to Meadows	0												0

## HIGHLIGHTS:

The CRC Coordinator continued to assist management further with a document and further breakdown, requested by the Contract Procurement Specialist regarding the Alberta Works contract renewal in 2025. The CRC Coordinator also attended Teams meetings by the Contract Specialist regarding the contract.

The CRC Coordinator also attended a webinar by ACT Alberta on Human Trafficking and a Workforce Consulting Webinar on Employers and Biz Connect and completed a two-day training for Mental Health First Aid in January. Green View FCSS will also be hosting an ACT Alberta Human Trafficking 101: Community Member Essentials on February 20<sup>th</sup>, 2025 from 12:00 - 1:00pm.

The CRC Coordinator has been working closely with Utilities Consumer Advocate in the month of January and February to assist a family that are having a complicated utilities situation and need assistance.



**UPCOMING:**

The CRC Coordinator will be preparing the agenda packages and working minutes for the next Green View FCSS Board Regular meeting taking place in February 2025, and preparing to assist numerous clients that will be utilizing the Community Resource Centre for the Community Volunteer Income Tax program in the month of March and April.

# MONTHLY REPORT

**MONTH:** February      **YEAR:** 2025

**SUBMITTED TO:** Lisa Hannaford

**TITLE:** Support Coordinator      **SUBMITTED BY** Kristine Gavin

## LAST MONTHS' ACTIVITIES:

During the month of January, the Support Coordinator started meal delivery for the Wheels for Meals program, a partnership program with Red Willow Lodge. Premade lunch meals are picked up from Red Willow Lodge and distributed to participating Valleyview residents at their home every workday. For the month of January, 41 meals were delivered to five people.

The Support Coordinator attended the monthly Greenview Wellness Program Committee Teams meeting. The Greenview Wellness Committee facilitates wellness programs and initiatives for Greenview staff to work towards creating a healthy work environment.

In the Community Resource Center, assistance was given with employment resources, income support, referrals, mental health, seniors benefits and various other community services that are accounted for on the Community Resource Coordinator's report.

## HIGHLIGHTS:

15 Welcome Baskets for Valleyview and municipal areas, and Grovedale were distributed. 13 Baby Book Bags were distributed to Valleyview Community Health Services.

The Support Coordinator is distributing Green View FCSS 2025 program guides and FCSS posters including advertisements for the Community Volunteer Income Tax Program and Human Trafficking 101 webinar to community businesses in Valleyview.

## UPCOMING:

Preparation for the Valleyview and Grovedale Volunteer Appreciation dinners have begun. Valleyview Memorial Hall (April 23) and Grovedale Hall (April 24) have been booked. Posters and Nomination forms are being updated. Flowers and linens will be ordered by the Support Coordinator.

The Support Coordinator will be attending the Human Trafficking 101 webinar on February 20th and MD of Greenview Fire Extinguisher Training on February 11th.

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## MONTHLY REPORT

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MONTH: February                      YEAR: 2025

SUBMITTED TO: Lisa Hannaford

TITLE: Youth Coordinator                      SUBMITTED BY: Amanda Roy

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### LAST MONTH'S ACTIVITIES:

Oscar Adolphsons' grade 3 and one class of grade 2 students have participated in the Mind Up program. This program uses an evidence-based curriculum in mindfulness to teach emotional self-regulation and brain-focused strategies to help youth become focused and resilient.

The Youth Coordinator has partnered with Salya Dei, Wellness Coach for Oscar Adolphson School and Harry Gray Elementary School to facilitate the Boys Council Program for one group of grade 6 boys. This program focuses on respect, leadership, social emotional needs, communication and teamwork. The program will run for 5 weeks during school time.

Body Talk for the grade 5 students at Harry Gray Elementary School commenced on January 27 and will run for 4 weeks. The grade 5 curriculum covers puberty and human reproduction. Beginning in February the grades 4 & 6 will also start Body Talk.

WiseGuyz runs every Wednesday at Hillside High School. There are 11 boys registered and attending the program. The group is currently working on Module 3, Gender, Sexuality and Media. This module discusses the social construction of gender, helps develop media literacy skills and engages the youth in discussions after watching videos, documentaries and advertisements.

The Empathy program is currently running at the Knowledge Tree Early Learning and Childcare Centre. The Empathy Program provides stories, songs and activities that enhance empathetic development. There are fifteen 3- to 4-year-olds that attend.

The Gay Straight Alliance (GSA) is a student-led organizations that unite LGBTQ+ and allied youth to build community and organize around issues impacting them in their schools and communities. This program runs every Wednesday from 3:30-5:30 at the Valleyview Municipal Library. GSA has had an increase in members this fall with 6 new members, for a total of 14 youth.

The Youth Coordinator took part in The Mental Health First Aid Training on January 9 & 10. The training imparts the knowledge on how to provide initial support to someone who may be developing a mental health problem or experiencing a mental health crisis.

## OUTCOMES:

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PROGRAM NAME: MindUP	
12- Valleyview 14 – MD 4 – Sturgeon Lake Cree Nation	
Since taking Mind Up, I am better at making good decisions.	83% of youth surveyed feel that after taking Mind Up they are better at making good decisions.
Since taking Mind Up, I am better at controlling my temper.	87% of youth surveyed are better at controlling their temper and participating in Mind Up.
TEACHER FEEDBACK: “I use the description of creating pathways in our brains, starting as a goat trail and working up to a highway, all the time. It is good for students to learn to be mindful but also to know that learning is a journey.”	

PROGRAM NAME: Hands Are Not for Hitting
Knowledge Tree Early Learning and Childcare Centre 12- three- and four-year-olds
TEACHER FEEDBACK: The students are using the language taught during the lessons when interacting with peers. The facilitator uses language and pacing appropriate to the three- and four-year-olds.

## UPCOMING:

- Why Try at OAP School
  - Body Talk at HGE – grades 4-6
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