



## ORGANIZATIONAL MEETING AGENDA

Wednesday, December 17, 2025

9:30am

Meeting Room  
Green View FCSS Building

- 
- |    |                              |   |
|----|------------------------------|---|
| #1 | CALL TO ORDER                |   |
| #2 | ADOPTION OF AGENDA           |   |
| #3 | APPOINTMENT OF<br>CHAIR      |   |
| #4 | APPOINTMENT OF VICE<br>CHAIR |   |
| #5 | MEETING DATES                | 5.1 Regular Green View FCSS Board Meeting Dates |
| #6 | ADJOURNMENT                  |   |



## REGULAR BOARD MEETING AGENDA

Wednesday December 17, 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 Regular Green View Family and Community Support Services Meeting minutes held October 15, 2025 to be adopted.	1
		3.2 Business Arising from the Minutes	
#4	DELEGATION	4.0	
#5	OLD BUSINESS	5.0	
#6	NEW BUSINESS	6.1 FCSS Manager Report	5
#7	MEMBER REPORTS	7.1 Chair/Member Reports	
#8	CORRESPONDENCE	8.0	
#9	CLOSED SESSION	9.0	
#10	ADJOURNMENT	10.0	

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, October 15, 2025

# 1:  
CALL TO ORDER      Chair Perron called the meeting to order at 9:47 am.

PRESENT	Chair, Member at Large, Greenview	Roxanne Perron
	Board Member, Member at Large, Greenview	Gwen Villebrun
	Board Member, Town of Valleyview Mayor	Vern Lymburner
	Board Member, Greenview Councillor	Christine Schlieff
	Board Member, Member at Large, Greenview (Zoom)	Tammy Day

ATTENDING	FCSS Manager	Lisa Gable
	Recording Secretary	Corinne D’Onofrio

ABSENT	Board Member, Greenview Councillor	Sally Rosson
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#2  
AGENDA      **2.1 GREEN VIEW FCSS AGENDA**  
**MOTION: 25.10.31** Moved by: BOARD MEMBER, CHRISTINE SCHLIEF  
That the October 15, 2025 agenda be adopted as presented.

CARRIED

#3.1  
REGULAR  
MEETING  
MINUTES      **3.1 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES**  
**MOTION: 25.10.32** Moved by: BOARD MEMBER, TAMMY DAY  
That the Minutes of the Regular Green View FCSS Board Meeting held on Wednesday,  
September 17, 2025 be adopted as presented.

CARRIED

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

**#4 DELEGATION**

Odyssey House Program Director Shelley Dachuk and Community Support Manager Chelsey Lively entered the meeting room at 10:30 am.  
Odyssey House Shelley Dachuk and Chelsey Lively exited the meeting room at 10:57 am.

Peace Area Counselling and Education (PACE) Assistant Director Carla Eckstrom entered the meeting room at 11:09 am.  
Peace Area Counselling and Education (PACE) Assistant Director Carla Eckstrom exited the meeting room at 11:25 am.

Chair Perron called the meeting to recess at 11:25 am.  
Chair Perron reconvened the meeting at 11:42 am.

**4.1 PEACE AREA COUNSELLING AND EDUCATION (PACE)**

**MOTION: 25.10.33** Moved by: BOARD MEMBER, GWEN VILLEBRUN

That the Green View Family and Community Services Board accept the presentation from the Assistant Director of Peace Area Counselling and Education (PACE), for information.

CARRIED

**MOTION: 25.10.34** Moved by: BOARD MEMBER, TAMMY DAY

That Green View Family and Community Support Services Board approve the grant request of \$18 000.00 to PACE (Peace Area Counselling and Education) with funds to come from the 2026 Operational budget, Grants to Organizations.

CARRIED

**4.2 ODYSSEY HOUSE**

**MOTION: 25.10.35** Moved by: BOARD MEMBER, CHRISTINE SCHLIEF

That the Green View Family and Community Support Services Board accept the presentation from the Program Director and Community Support Manager, employed by Odyssey House, for information.

CARRIED

**MOTION: 25.10.36** Moved by: BOARD MEMBER, VERN LYMBURNER

That Green View Family and Community Support Services Board approve the grant request of \$ 8500.00 to Grande Prairie Women's Residence Association (Odyssey House) with funds to come from the 2026 Operational budget, Grants to Organizations.

CARRIED

#5 OLD BUSINESS

**5.0 OLD BUSINESS**

#6 NEW  
BUSINESS

**6.1 FCSS MANAGER REPORT**

Board Member Lymburner exited the meeting at 9:52am.

Board Member Lymburner entered the meeting at 10:23am.

**MOTION: 25.10.37** Moved by: BOARD MEMBER, CHRISTINE SCHLIEF  
That the Green View FCSS Board accept the Octobers Manager's report as presented for information.

CARRIED

**MOTION: 25.10.38** Moved by: BOARD MEMBER, TAMMY DAY  
That Green View Family and Community Support Services Board approve to fund the Balance program in DeBolt, for the amount of \$2500.00, with funds to come from the 2026 operating budget.

CARRIED

#7 CHAIR/  
MEMBER  
REPORTS

**7.1 CHAIR/MEMBER REPORTS**

**BOARD MEMBER GWEN VILLEBRUN**

- Reported being deeply affected by the Night to Lead Change presentation by ALERT/ ICE about internet child exploitation
- Spoke of Slab City in the California desert, known as an off-grid, unconventional community that is self-governed

**BOARD MEMBER DAY**

- No report at this time

**BOARD MEMBER LYMBURNER**

- Spoke of the upcoming election
- Spoke of the new affordable senior housing through Heart River Housing

**BOARD MEMBER SCHLIEF**

- Attended the 15<sup>th</sup> Annual Chair Extraordinaire in Grande Prairie and was very well attended
- Spoke of Caring Dads program through PACE
- PACE is partnering with the RCMP to run the Sexual Assault Training

**CHAIR PERRON**

- Reported attending the Night to Lead Change presentation and how extreme the problems are with internet child exploitation

- Spoke of the Death Café and trying to clear up misconceptions in the community about the program's purpose
- Spoke of Food Bank business
- Spoke of looking forward to the FCSSAA Conference in November

**#8**  
**CORRESPONDENCE      8.0 CORRESPONDENCE**

**#9 CLOSED**  
**SESSION              9.0 CLOSED SESSION**

**#10**  
**ADJOURNMENT      10.0 ADJOURNMENT**

**MOTION: 25.10.39** Moved by: BOARD MEMBER, GWEN VILLEBRUN  
That this meeting adjourns 12:39 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: December 17, 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 December 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):

- December Managers report



## MONTHLY REPORT

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MONTH: December      YEAR: 2025

SUBMITTED TO: Green View Family and Community Support Services Board

TITLE: Manager      SUBMITTED BY: Lisa Gable

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### LAST MONTH'S ACTIVITIES:

In November, the respective councils appointed members at large as well as members of Council to sit on the Green View Family and Community Social Services (FCSS) Board. Orientations were completed with new members, and administration looks forward to working with all the Board, both new and seasoned, in 2026.

Administration met with the provincial team to discuss all Green View FCSS programming delivered in 2024. This review allowed an opportunity to give and receive feedback about the specifics of the programs and what changes in program descriptions would be helpful from the provincial perspective. Comments from the meeting summary were positive and included the following, "We appreciate the information you shared on your programs; your care and dedication to your community were clear throughout our conversation and your programs reflect the same."

As a reminder for those who did not attend the FCSS 101 session at the conference, the province is in the midst of rolling out the new Accountability Framework and beginning in 2026 changes in data collection and reporting will be implemented. Administration has developed a plan for staff training which will be completed prior to years end and adopted beginning in January 2026. The Reporting Training Package is included in this report for your perusal.

The new 3-year funding agreement covering the period from 2026-2028 has been issued by the province, with funding amounts remaining the same. At time of writing we have not heard of any proposed increases from the province.

Various campaigns and workshops have taken place in November and December. Awareness campaigns have included Purple Light Nights and the Red Silhouette installation to recognize family violence awareness month. Community workshops have included a Just in Case File workshop- which is a hands-on opportunity to learn what important documents are required for a person or family member in the case of sudden death or injury. Administration also coordinated a workshop on Alzheimer's disease and dementia. An "It's Not Right" workshop, facilitated by the Outreach Worker, spoke to the prevention of elder abuse, and was hosted in Valleyview during the annual Older Adult Information Day. Specifics on each workshop, including outcomes, can be found in the following Coordinator reports.

The Community Resource Centers have been averaging 155 inquiries per week combined. The top reasons are for employment supports, assistance with technology and form completion, and various referrals. Specific statistical breakdown of who is accessing what services can be found in the Community Resource Coordinators reports.

The Home Support Program provides basic light housekeeping, scheduled transportation for essential needs, and meal preparation for people to maintain independence and quality of life in their homes. In total, there

are 114 clients spread through-out the municipality. A breakdown of where the home support client reside and the number of transportation trips can be found in the respective Adult Coordinator reports.

The transportation grant received from Healthy Aging Alberta serves to offset costs of transportation for trips. This grant has been extended for 18 months, and the department will receive an additional \$60,000.00 for this period.

The Youth Coordinators have been facilitating various community program and resumed school programming once the teachers strike was over. Programming specifics are included in the Youth Coordinators report attached.

Administration has been working on the new grant portal the Municipal District of Greenview has created. The FCSS portion is currently under development and will go live in the new year. Going forward, the portal will be used for any grant requests from external organizations.

The new 2026 program guides have been created and are ready for distribution.

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#### OUTCOMES:

All outcomes can be found in the respective Coordinators reports which are attached at the end of the Managers report.

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#### HIGHLIGHTS:

All staff performance appraisals for the 2025 year have been completed and submitted. It is a pleasure to work with this team.

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#### UPCOMING:

- completion of FCSS portion of grant portal
- distribution of 2026 program guides through-out community

# FCSS Accountability Framework

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## Reporting Training Package

2025





# Provincial Prevention Priorities



## Homelessness & Housing Insecurity

Homelessness and housing insecurity in Alberta are complex and growing challenges driven by factors such as rising housing costs, economic instability, mental health and addiction issues and systemic barriers to support services. Many individuals and families struggle to access stable, affordable housing, leaving them at risk of eviction, temporary shelter reliance or living in unsafe conditions.



## Mental Health & Addictions

Many Albertans experience challenges related to mental health and addictions. The province also continues to face an opioid crisis, with alarming rates of drug poisoning and overdoses. These issues have profound impacts on the wellbeing of individuals, families and communities.



## Employment

Unemployment remains a challenge in Alberta, affecting individuals and families across the province. Job losses and economic uncertainty contribute to financial instability and can create barriers to long-term employment. Fluctuations in the job market impact many Albertans, highlighting the ongoing issue of unemployment and its broader effects on communities.



## Family and Sexual Violence

Family and sexual violence are critical concerns that can lead to significant and lasting physical, emotional, and psychological effects. These impacts can create substantial barriers to safety, well-being and stability. Survivors often encounter difficulties in obtaining necessary support and the repercussions can extend beyond individuals to affect families, workplaces, and the wider community.



## Aging Well in Community

Alignment of health, housing, and community-based services can create safe and supportive environments for Albertans to age well in the community. According to the Canadian Institute for Health Information (CIHI), it is estimated that 11% of people in continuing care could live at home with the right community based supports in place. Approaches to integrate healthcare and community-based supports are essential to enable Albertans to age in their homes.





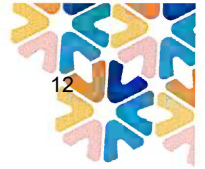


# Prevention Strategies

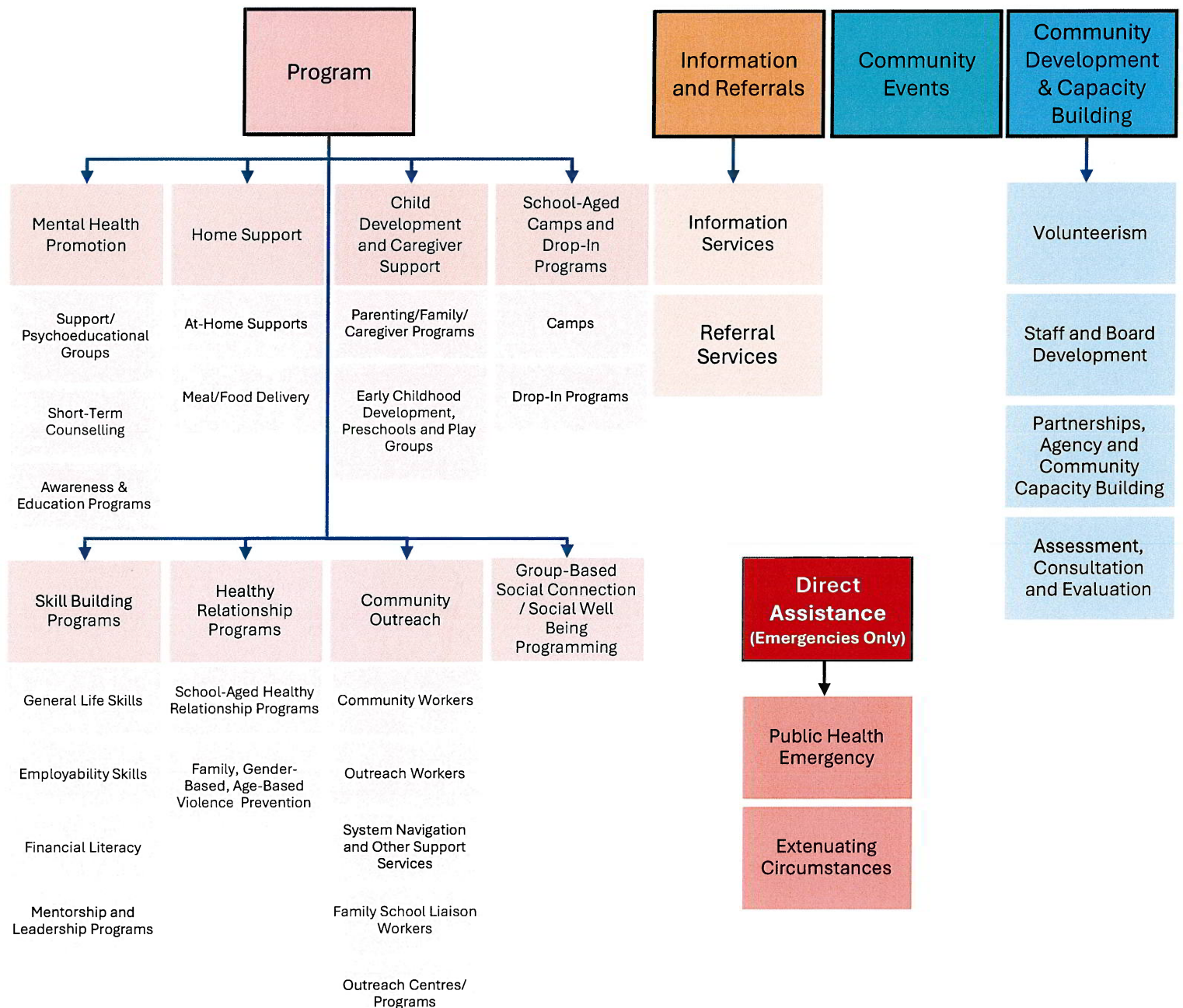
Prevention Strategies are the things FCSS programs can do to **enhance protective factors**.

<b>Prevention Strategy #1</b>	Promote and encourage active engagement in the community
<b>Prevention Strategy #2</b>	Foster a sense of belonging
<b>Prevention Strategy #3</b>	Promote social inclusion
<b>Prevention Strategy #4</b>	Develop and maintain healthy relationships
<b>Prevention Strategy #5</b>	Enhance access to social supports
<b>Prevention Strategy #6</b>	Develop and strengthen skills that build resilience









# Activity Categories & Descriptions









**Programs** are services designed to support community members as participants. Programs can further be categorized by Program Types and Subtypes. Participation is typically recurrent or ongoing, where participants attend more than once.

Type	Preventive focus	Subtype	Description & Examples
<b>Mental Health Promotion</b> 	Programs that promote mental health, educate and raise awareness about mental health and addiction topics, and build coping skills among individuals and families.  <i>Note: Mental Health Support from a Family Liaison is included in Community Outreach.</i>	Support/ Psycho-educational Groups	Facilitated support groups designed to strengthen individuals' capacity to navigate life's challenges and their unique lived experiences.  Examples: <ul style="list-style-type: none"> <li>Grief/loss groups</li> <li>2SLGBTQIA+ groups</li> <li>Caregiver support groups</li> <li>Psycho-educational groups (group-based art therapy, equine therapy, music therapy)</li> </ul>
		Counselling Services	Short-term supportive counseling, typically 6-8 sessions for individuals, couples, and families, with a general focus on building resilience and developing strategies to manage challenges, including family conflict mediation.  Modalities may include: <ul style="list-style-type: none"> <li>Individual or family art, music, or equine therapy</li> <li>Anger management</li> <li>Marriage counselling</li> </ul>
		Awareness & Education Programs	Workshops and seminars aimed to educate individuals, families, and the community on various mental health topics, targeting either the general public or specific groups.  Examples of topics may include: <ul style="list-style-type: none"> <li>Addiction issues</li> <li>Suicide prevention</li> <li>Drug and alcohol use</li> <li>Anxiety management</li> </ul>
<b>Home Support</b> 	Programs designed to assist individuals in remaining in their homes, thereby preventing social isolation and reducing the necessity for higher levels of care. These programs offer preventive, non-medical home support and companionship to community members in their residences, including seniors and individuals with disabilities.	At Home Supports	Programs that help individuals live independently and remain in their homes longer.  Examples: <ul style="list-style-type: none"> <li>Light housekeeping</li> <li>Minor home maintenance</li> <li>Snow removal</li> <li>Lawn maintenance</li> <li>In-home or telephone companionship</li> </ul>
		Meal/Food Delivery	Meal and food delivery programs designed to assist individuals who may need support in accessing food and essential meals.  Examples: <ul style="list-style-type: none"> <li>Volunteer and coordination support for meal delivery programs</li> <li>Delivery of food from food banks</li> </ul>

Type	Preventive focus	Subtype	Description & Examples
<b>Child Development &amp; Caregiver Support</b> 	Programming designed to support the wellbeing and capacity of families through programs/activities for children, youth, and their caregivers or parents.	Parenting/ Family/ Caregiver Programs	Programs that offer parents education, resources, and support to foster positive parenting practices. Activities may be designed for parents and caregivers alone or for parents and caregivers alongside their children and youth.  Examples: <ul style="list-style-type: none"> <li>• Healthy routines and parenting resilience program</li> <li>• Child development education sessions</li> </ul>
		Early Childhood Development, Preschools and Play Groups	Programs designed to enhance the social and emotional development of preschool-aged children. Activities may involve children exclusively or include parents and caregivers alongside children. The primary emphasis of the program is on fostering the child's social development.  Examples : <ul style="list-style-type: none"> <li>• Drop-in children's groups</li> <li>• Registered children's group</li> </ul>
<b>School-aged Camps and Drop-in Programs</b> 	Programs intended to help children and youth develop confidence, build social or life skills, develop relationships, or social responsibility.	Camps	Camps are programs that are typically offered during specific times of the year, such as summer, spring break, and fall. The primary objective of camps is to foster confidence, social skills, life skills, and social responsibility. They usually operate for a full day or span multiple days.  Examples: <ul style="list-style-type: none"> <li>• Youth summer camps</li> <li>• Spring break camps</li> <li>• Cultural camps</li> </ul>
		Drop-In Programs	Drop-In Programs offer opportunities for school-aged participants to build relationships and skills or develop confidence, typically in a group setting, without having to register ahead of time.  Examples <ul style="list-style-type: none"> <li>• Before/after school drop in programs</li> <li>• Youth drop-in programs</li> </ul>



Type	Preventive focus	Subtype	Description & Examples
<b>Skill Building Programs</b> 	Programs that help participants build life skills to develop their independence and resilience, adopt healthy lifestyles, and build protective factors.	General Life Skills	Programs that assist participants in developing essential life skills.  Examples: <ul style="list-style-type: none"> <li>Babysitting programs</li> <li>Home Alone programs</li> <li>Digital and technology use/safety programs</li> <li>Workshops offering general information, self-improvement opportunities, and skill-building initiatives that support independence and resilience</li> </ul>
		Employability Skills	Programs that assist participants in gaining employability skills:  Examples: <ul style="list-style-type: none"> <li>Entrepreneurship education</li> <li>Confidence and self-advocacy programs</li> <li>Soft skills development programs</li> </ul>
		Financial Literacy	Programs designed to assist participants in developing financial literacy skills and competencies.  Examples: <ul style="list-style-type: none"> <li>Financial employment programs</li> <li>Budgeting skills programs</li> <li>Fraud prevention programs</li> </ul>
		Mentorship and Leadership Programs	Programs that provide participants with opportunities to develop leadership skills and access mentorship.  Examples: <ul style="list-style-type: none"> <li>Youth councils</li> <li>Intergenerational programs</li> <li>Youth leadership conferences</li> </ul>
<b>Healthy Relationship Programs</b> 	Programs that educate, raise awareness, build social skills and protective factors to prevent violence and encourage constructive interpersonal relationships in the community  <i>Note: marriage counselling and anger management is under Mental Health Promotion</i>	Family, Gender-Based or Age-Based Violence Prevention	Programs to prevent gender-based violence, elder abuse, family violence, and other relationships violence.  Examples: <ul style="list-style-type: none"> <li>Seniors' Healthy relationship programs</li> <li>Boundaries Programs</li> </ul>
		School-Aged Healthy Relationship Programs	Programs aimed at promoting healthy relationships and mitigating negative interactions among school-aged children.  Example: <ul style="list-style-type: none"> <li>Anti-bullying programs</li> </ul>


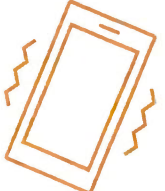
Type	Preventive focus	Subtype	Description & Examples
<b>Community Outreach Programming</b> 	Proactive support and assistance offered to individuals or families. This may involve aiding individuals or families in developing their social networks, enhancing their resilience, accessing and navigating available support and resources, or building social and life skills.	Community Workers	Provide a variety of preventative support services, particularly in small communities. They serve a broad audience rather than a specific population and may deliver programs and services at multiple locations throughout the community.  Examples of the supports provided may include: <ul style="list-style-type: none"> <li>• Social well-being assistance</li> <li>• Home support programs</li> <li>• Resource navigation services</li> <li>• Community program support</li> </ul>
		Outreach Workers	Engage with specific groups or at-risk populations. These programs often involve multiple interactions with the same individual and may foster an ongoing supportive relationship with clients.  Examples of titles for this type of program may include: <ul style="list-style-type: none"> <li>• Outreach Worker</li> <li>• Community Support Worker</li> <li>• Community Resource Navigator</li> <li>• Senior Coordinator</li> <li>• Case Manager</li> <li>• Liaison Worker</li> <li>• Cultural Navigator</li> </ul>
		System Navigation and Other Support Services	Assist individuals in accessing various services or supports. These engagements usually involve either one-time interactions or a brief series of contacts.  Examples of such assistance include: <ul style="list-style-type: none"> <li>• Navigation support for accessing benefits and services</li> <li>• Assistance with completing forms</li> <li>• Volunteer income tax programs</li> <li>• Support for individuals who may require more in-depth assistance than what a standard “referral” offers, but are not supported by an “outreach worker”</li> </ul>
		Family School Liaison Workers	Facilitate the relationship between the home, school environment and community organizations supporting student achievement and capacity building.  Example: <ul style="list-style-type: none"> <li>• Family School Wellness Program</li> </ul>
		Outreach Centres/ Programs	Initiatives that operate from designated locations, providing support to at-risk individuals to enhance their stability and capacity.
<b>Group-Based Social Connection/ Social Well Being Programming</b> 	Build relationships and support networks, foster a sense of belonging, and prevent social isolation.	N/A	These initiatives are typically group-based programs that foster social connections and promote overall wellbeing.  Examples: <ul style="list-style-type: none"> <li>• Social connection programs</li> <li>• Newcomers' programs</li> <li>• Peer groups</li> <li>• Community garden programs</li> <li>• Community kitchen programs</li> <li>• Movement classes for social connection</li> <li>• Elder gatherings</li> </ul>



**Information & Referrals** are activities or services that involve staff or volunteers informing community members about available services or making referrals. Interactions for information and referrals are generally transactional, one-time interactions.

## NOTES:

- The purpose of this section is to capture the interactions that local FCSS programs have with Albertans that are not participating in a Program, including walk-ins and telephone calls.
- Referrals that are provided as part of a program do not need to be reported in this section.

Type	Description
<b>Information Services</b> 	<p>Information Services refers to the provision of information by staff or volunteers to community members regarding local programs and services. This may involve costs associated with printing, maintaining online materials, or supplying items such as welcome kits. These interactions are generally one-time occurrences or mail-outs that do not involve ongoing support.</p> <p>Examples of Information Services include:</p> <ul style="list-style-type: none"> <li>• Operating a booth or venue at non-FCSS events to distribute brochures and inform the community about local programs and services</li> <li>• Conducting community mail-outs that provide information on FCSS programs and services</li> <li>• Maintaining community directories</li> <li>• Distributing welcome kits to new residents</li> <li>• Providing pamphlets</li> <li>• Conducting mail-outs with information about local programs and services</li> </ul> <p><i>Please note that in reporting, you will not be required to specify the number of times information was provided.</i></p>
<b>Referral Services</b> 	<p>Referral services are interactions where staff or volunteers connect individuals or families with other services. Referrals involve actively bridging to another service by providing targeted resources, supporting an individual in booking an appointment or doing a "warm handoff". They are generally <b>one-time</b> interactions but may have follow-ups.</p> <p>Examples include:</p> <ul style="list-style-type: none"> <li>• In-person referrals</li> <li>• Referrals over the phone</li> <li>• Indirect referral services through 211 funding</li> </ul> <p><i>Please note, when reporting you <u>will</u> be required to report how many referral interactions were provided.</i></p>



**Community Events** are organized occurrences that promote engagement and belonging for community members. This is typically a one-time activity.





- Often marks a specific time of year or specific day (like a holiday or a day of remembrance).
- It may be associated with seasonal activities or a theme that is meaningful to the community
- Has “attendees” rather than “participants”

Example:

- Stronger Together: Celebrating and Connecting Seniors
  - *Intergenerational activities to foster social connections and celebrate seniors’ contributions to the community*

## Community Development and Capacity Building

**Community Development and Capacity Building** includes activities that promote, encourage, and facilitate the development of stronger communities through the strengthening of FCSS programs. These activities typically involve volunteers and/or staff.

Type	Description
Volunteerism 	Actions and initiatives that enhance the capacity for volunteerism and acknowledge the contributions of volunteers to local FCSS programs.  Examples: <ul style="list-style-type: none"> <li>• Volunteer training</li> <li>• Volunteer recognition</li> <li>• Volunteer development</li> </ul>
Staff and Board Development 	Activities and actions that build the skills and capacities of FCSS staff members and boards.  Examples: <ul style="list-style-type: none"> <li>• Leadership programs</li> <li>• Training</li> <li>• Conferences</li> </ul>
Partnerships, Agency, and Community Capacity Building 	Any inter-agency work aimed at fostering the development of stronger communities. This encompasses initiatives such as capacity building in other organizations, partnership development, and providing funding for community capacity building efforts. This also includes participation on boards and committees.  Examples: <ul style="list-style-type: none"> <li>• Interagency tables or networks</li> <li>• Municipality hosts community building workshop</li> </ul>
Assessment, Consultation and Evaluation 	These efforts aim to gain a deeper understanding of community and organizational needs and to plan appropriate interventions and evaluate progress. Include internal FCSS activities as well as FCSS-related community consultations.  Examples: <ul style="list-style-type: none"> <li>• Community consultations</li> <li>• Strategic planning</li> <li>• Social planning</li> <li>• Community needs assessments</li> <li>• Program evaluations</li> </ul>

# Direct Assistance (Emergencies Only)

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According to section 2.1(3) of the Family and Community Support Services Regulation, services provided under a program may offer direct assistance including money, food, clothing or shelter to sustain an individual or family during a public health emergency under the *Public Health Act* or any extenuating circumstances such as fire or flood as the Minister may determine.

Type	Description
<b>Public Health Emergency</b>	<p>A public health emergency, as defined in the <i>Public Health Act</i> (Alberta), means an urgent and temporary occurrence or threat of an occurrence of:</p> <ul style="list-style-type: none"><li>• An illness,</li><li>• A health condition,</li><li>• An epidemic or pandemic disease,</li><li>• A novel or highly infectious agent or biological toxin, or</li><li>• The presence of a chemical agent or radioactive material</li></ul> <p>that poses a significant risk to the public of an increase in disease, injuries, disabilities or death in excess of expectations during times of normalcy.</p> <p>For funding use under this category, a state of public health emergency must be declared under section 52 of the <i>Public Health Act</i> (Alberta).</p>
<b>Extenuating Circumstances</b>	<p>Only the Minister of Assisted Living and Social Services may authorize an FCSS program to utilize funds for an emergency, such as fire or flood.</p> <p>For more information, please contact the provincial FCSS team.</p>



# Counting

The following chart outlines details related to monitoring count-based key performance measures.

Category	Key Performance Measure(s)	Details
<b>Volunteers</b> 	Number of <b>volunteers</b> who supported FCSS programs  Number of <b>volunteer hours</b> reported by local FCSS programs	<p>Volunteer contributions should be recorded by tracking the total sum of volunteers who have supported FCSS activities, as well as the total sum of volunteer hours contributed.</p> <p>The following types of volunteer contributions should be tracked:</p> <ul style="list-style-type: none"> <li>• Someone who contributes to the program without receiving ongoing monetary compensation for their time.</li> <li>• Students who are receiving a school credit or community service hours for their time.</li> <li>• Community organization employees who dedicate time above and beyond their paid roles, including 'corporate volunteers' (e.g., municipality staff who volunteer to support a program).</li> </ul>
<b>Participant Interactions</b> 	Number of times <b>Albertans participated</b> in local FCSS programming	<ul style="list-style-type: none"> <li>• A program participant is anyone who engages in a <b>FCSS program</b>. This includes registered individuals, and those using drop-in services, or single-session programs.</li> <li>• Participants are accounted for in every engagement. For example, if two participants register for a program consisting of five sessions, each participant will be counted for each session attended, resulting in a total of ten participations (2 participants x 5 sessions = 10 total participations).</li> <li>• If there is no formal registration, an estimated participant number may be submitted.</li> </ul>
<b>Attendees</b> 	Number of times <b>Albertans participated</b> in local FCSS programming	<ul style="list-style-type: none"> <li>• An attendee in a community event is anyone who attends or takes part in any way in a <b>community event</b>.</li> <li>• If there is no formal registration, an estimated participant number may be submitted.</li> </ul>
<b>Referral Interactions</b> 	Number of <b>referral services</b> provided by local FCSS programs	<ul style="list-style-type: none"> <li>• Referral services are to be reported as number of interactions (e.g., in-person referrals, phone referrals, indirect referral service through 211 funding).</li> <li>• The reporting for referrals will indicate the total number of referral interactions, rather than the total number of individuals served.</li> </ul>
<b>Community Partnerships</b> 	Number of <b>community partnerships</b> programs have with other FCSS programs, agencies, and/or organizations.	<ul style="list-style-type: none"> <li>• The definition of "Community Partnership" can be found in the Glossary of Definitions.</li> <li>• Local FCSS programs will be required to report on the total count of community partnerships.</li> </ul>



# Choosing Categories

FCSS programs will need to select at least one **age category** and at least one **community group** for the activity categories of “community events” and “programs” for the **intended** or **primary** audience. Programs are permitted to select up to **two age categories** and **two community groups**, when applicable.

## Age Categories

- All ages (no specific target)
- Children (<12)
- Youth (12-17)
- Children and Youth (<18)
- Adults (18+)
- Family, as defined by local FCSS
- Seniors, as defined by local FCSS

## Community Groups

- No specific community group
- Indigenous peoples
  - First Nations, Métis, Inuit
- 2SLGBTQQIA+ people
- Newcomers
- People with disabilities
- Racialized people
- Language minority groups
- Women/girls
- Men/boys















# Key Performance Measures

## Count Based KPMs

Key Performance Measure	How it is Measured
 Number of times <b>Albertans participated</b> in local FCSS programming	Count of participants or attendees
 Number of <b>referral services</b> provided by local FCSS programs	Count of referral interactions
 Number of <b>community partnerships</b> local FCSS programs have with other local FCSS programs, agencies and/or programs	Count of partnerships
 Number of <b>volunteers</b> who supported FCSS programs	Count of volunteers
 Number of <b>volunteer hours</b> reported by local FCSS programs	Count of volunteer hours




## Survey Based KPMs

Key Performance Measure	How it is Measured
 Percentage of participants who reported <b>positive change</b> on measures associated with prevention strategies after participating in local FCSS programming	Positive change, from survey data
 Percentage of FCSS participants who expressed <b>satisfaction</b> with FCSS programs/services	Survey question about satisfaction
 Percentage of FCSS participants who report that FCSS programs/services were <b>easy to access</b>	Survey question about ease of access





# Key Performance Measures

## Output Based KPMs

Key Performance Measure		How it is Measured
	<b>Number of programs</b> funded through local FCSS programs by delivery type (direct or indirect), population group, priority and strategy.	Reporting of program category, type, population group, provincial prevention priority, and prevention strategy of each program
	<b>Amount and percentage of funding</b> used by local FCSS programs by delivery type (direct or indirect), population group, priority and strategy.	Funding associated with program category, delivery type, population group, provincial prevention priority, and prevention strategy of each program
	Number and percentage of local FCSS programs that have completed a <b>community needs assessment</b> to inform their services.	Completion of needs assessment

## KPMs Tracked by Province

Key Performance Measure		How it is Measured
	Total <b>economic contribution</b> of volunteers (in dollars).	Calculated by Province
	<b>Provincial-level indicators</b> related to provincial prevention priorities.	Compiled by Province

# Impact Narratives

**Impact Narratives** document outcomes and effects of a program or initiative, showcasing its achievement and contributions at various levels.

- Option to provide impact narrative for each of the four activity categories
- Open-text fields with character limits
- Reporting impact narratives is **OPTIONAL**

## SITUATION

Describe the situation or the problem that was addressed by the program.

*E.g., our municipality receives a lot of snow in the winter that causes problems for seniors*

## TASK

Describe the goal that the program set out to achieve.

*E.g., our snow removal program aimed to help seniors remove snow without hurting themselves*

## ACTION

Describe the specific actions that were taken to achieve the intended goal of the program.

*E.g., we had volunteers clear the driveways of seniors who lived alone*

## RESULT

Explain the positive change that resulted from the action.

*E.g., seniors were able to safely leave their home in the winter and engage in community activities, building new relationships*

## DO



- Be specific and use clear examples.
- Share a real anonymous story of an individual or family who has benefitted from FCSS programming.
- Focus on outcomes of the program instead of activities completed.
- Align the narrative to the program goals.
- Align the narrative to a prevention priority that best aligns.

## DO NOT



- Be vague and use buzzwords when describing the impact.
- Reshare the same program data that were already reported elsewhere without giving additional context.
- List the activities completed without talking about outcomes and impact.
- Focus on program details (e.g., number of sessions, location, date) unless it will help you talk about the impact.





# MONTHLY REPORT

MONTH: December      YEAR: 2025

SUBMITTED TO: Lisa Gable

TITLE: Assistant Manager      SUBMITTED BY: Amber Hennig

## LAST MONTH'S ACTIVITIES:

October and November saw 548 interactions with the Community Resource Center for help with Alberta Supports, Seniors Supports, Assured Income for the Severely Handicapped and referrals to other agencies like Recovery Alberta, Transition House, and the Tawow Center.

Administration was approached by Native Counselling Services of Alberta to occasionally provide space for their Court Worker to connect virtually with their clients. The organization does not staff their office locally; the Court Worker travels from Hinton. The unpredictable hazardous road conditions from October to April make it difficult for the organization to maintain level of service in the community and asked if we could help. Our new location is equipped with technology and has space to provide a connection point when the Court Worker is unable to be in person.

Healthy Aging Alberta has extended our transportation grant by two years. An amount of \$60 000.00 was awarded for July 2024 to March 2026. An additional \$60 000.00 was awarded for April 2026 – March 2028. The purpose of the grant is to reduce isolation and enhance an older person's ability to connect with supports and essential needs (doctor appointments, grocery shopping, banking etc.) increasing their ability to age in place. Transportation must be scheduled with a minimum 24-hour notice, is direct drive service meaning round trip transportation to and from the client's home, and uses a sliding scale fee for service. Seventy individuals have accessed the service since August 2024 with a total of 956 trips provided. Transportation is limited to areas identified in the Schedule of Fees and the Home Support Policy.

Programming in schools resumed after the teacher strike and will be provided in 3 of the 4 schools in the area: Sheldon Coates Elementary, Grande Cache Community High School, and Susa Creek School. Details regarding programming can be found in the Youth Coordinator section of this report.

The Home Support Program continues to be the most utilized program in our lineup, with 37 clients. The service being provided is a critical component of an older adults life so they can remain in their homes as they age. Administration receives feedback weekly from clients like "I don't know what I would do without my Worker, I just can not clean my bathroom anymore." And "I do not want to go to the Lodge I just want to be at home, but I can not look after my apartment anymore." Every day clients are receiving practical help and benefitting from the interactions with their workers.

The Purple Light Nights campaign has wrapped up for the year, and details can be found in the Community Resource Coordinator's section of this report. We did see fewer lightbulbs handed out this year as several individuals from 2025 saved their lightbulb to use this year.

The Assistant Manager attended the Diverse Voices Conference and FCSSAA Annual Conference in November. The Diverse Voices Conference strengthens service providers by increasing the efficiency of those providers through information sharing and connectivity while the FCSSAA Annual Conference provided information about how to effectively engage with community to increase community wellbeing. The knowledge gained will be used in the work of Green View FCSS.

# MONTHLY REPORT

MONTH: December YEAR: 2025

SUBMITTED TO: Amber Hennig

TITLE: Community Resource Centre Coordinator

SUBMITTED BY: Crystel Redknap

## LAST MONTH'S ACTIVITIES:

Year End Report 2025 (In Office Visits)	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEAR
Alberta Supports	15	10	14	14	20	9	8	19	15	10	6		140
AISH	3	9	5	8	11	22	15	7	18	12	9		119
Seniors Supports	12	15	4	29	12	10	14	11	11	27	9		154
Referrals	36	31	39	28	36	13	23	12	23	28	22		291
Other	208	315	376	349	277	222	263	149	263	254	171		2847
<b>Total</b>	<b>274</b>	<b>380</b>	<b>438</b>	<b>428</b>	<b>356</b>	<b>276</b>	<b>323</b>	<b>198</b>	<b>330</b>	<b>331</b>	<b>217</b>		<b>3551</b>
<b>Residence Break Down:</b>													
Grande Cache	221	331	313	311	316	224	257	149	273	280	174		2849
Cooperatives & Enterprises	43	40	92	87	20	43	51	41	48	39	35		539
Other	10	9	33	30	20	9	15	8	9	12	8		163
<b>Program Break Down:</b>													
Adult Coordinator (Referrals to)	27	40	20	72	42	24	15	8	7	17	8		283
Alberta Supports	15	10	14	14	20	9	8	19	15	10	6		140
AISH	3	9	5	8	11	22	15	7	18	12	9		119
Commissioner For Oaths	28	18	7	15	16	10	30	16	30	23	11		204
Community Activity Fee Funding Program (CAFFP)	15	12	6	2	7	4	15	2	11	10	12		96
Community Collaboration	6	10	6	8	9	9	6	4	6	3	9		76
Community Volunteer Income Tax Program (CVITP)	0	46	205	98	8	10	8	7	9	3	4		398
Disconnect Boxes	0	0	0	0	1	0	0	0	0	0	0		1
Domestic Violence	3	0	0	0	2	0	0	0	0	3	4		12

Eating for your Wellbeing (cookbooks)	0	0	0	0	0	0	0	0	0	0	0	0	0
Forms Assistance (General)	24	31	14	24	45	17	25	25	40	40	36		321
General Information	9	2	8	21	10	20	16	12	12	12	12		134
Home Support (Referrals to)	17	16	16	11	21	11	17	11	16	14	15		165
Hope Exists in Lots of Places (HELP)	0	0	0	1	5	10	0	4	6	7	2		35
Mountains to Meadows Homelessness	7	8	5	5	3	1	0	0	0	0	0		29
Other Questions/Inquiries	14	55	10	14	15	38	38	21	63	20	15		303
Outreach Coordinator (Referrals to)	29	25	37	55	25	24	55	29	51	50	32		412
Referrals to Other Organizations	36	31	39	28	36	10	23	12	23	28	22		288
Seniors Benefits	12	15	4	29	12	13	14	11	11	27	9		157
Transportation	15	15	14	6	7	10	6	5	9	13	9		109
Volunteering	0	0	8	9	0	0	0	0	0	0	1		18
Welcome Baskets	0	0	0	1	2	1	0	3	1	2	1		11
Wheels For Meals	3	1	0	1	0	1	0	1	0	2	0		9
Youth Programming (Referrals)	11	36	20	6	59	29	32	1	2	35	0		231
	274	380	438	428	356	276	323	198	330	331	217		3551
Total Clients Using Phone	4	2	2	1	2	0	6	5	2	1	1		26
Total Clients Faxing Documents	12	7	3	4	12	12	6	8	12	3	10		89
Total Clients using Computers	-	-	-	-	8	4	2	5	4	4	10		1825

Phone Calls	145	191	157	228	155	127	129	91	158	161	116		1658
Facebook Inquiries	5	3	7	1	5	4	28	1	3	8	3		68
Walk-Ins	124	186	274	199	196	145	166	106	169	162	98		1825

The Purple Light Nights campaign kicked off on November 1<sup>st</sup> and ended on November 30<sup>th</sup>. It is an awareness campaign to show support for those who have lost their lives to domestic violence, those who are still living with it, and those who survived. Accompanying each bulb are resource sheets that list various supports people can connect with. 66 light bulbs were provided to community this year. Facebook posts raise further awareness during the campaign, 12 posts containing facts about domestic violence were viewed approximately 1600 times during the month.

Six AISH clients have enquired about a recent deposit into their bank accounts from the federal government. The amount is back payment for the Canada Disability Benefit. The clients were confused because they received no communication regarding the deposit. They were disappointed and surprised to find out the federal back payment means they owe money to AISH. After speaking with AISH in Hinton we were instructed to inform clients they must contact their AISH Worker to plan for the repayment.

Every year Green View FCSS must register to be an approved agency for the Community Volunteer Income Tax Program. Registration for the next tax filing season has been completed.

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#### HIGHLIGHTS:

We prevented a senior from being scammed. A client who has accessed forms assistance at the Resource Center felt comfortable enough to ask us about a series of messages he received stating he was selected to receive \$5000.00 in gift cards. We were able to go through the messages and point out the red flags in this type of communication that indicate it is a scam. He will be able to use this information should he receive this type of message in the future. He was thankful we were here to help.



## MONTHLY REPORT

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MONTH: December      YEAR: 2025

SUBMITTED TO: Amber Hennig

TITLE: Adult Coordinator      SUBMITTED BY: Raymond Harris

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### LAST MONTH'S ACTIVITIES:

The Home Support Program in Grande Cache served 37 residents in the Municipal District of Greenview, 7 in the Cooperatives and Enterprises, and 30 in the Hamlet of Grande Cache. Throughout November, there was 1 client that requested an increase of service from bi-weekly to weekly due to having major surgery.

Monthly reporting for the Healthy Aging Alberta Provincial Assisted Transportation Project was completed during the first week of November. Throughout October, 1 new individual accessed transportation contributing to a total of 15 unique individuals. A total of 72 transportation requests were fulfilled, including 63 within the municipality and 9 to other communities. Of these, 58 were for non-medical transportation, such as the Wheels for Meals, and 14 were for medical transportation, including transportation to medical appointments. There were no unique riders under the age of 55 with mobility challenges during this reporting period, however there were 5 individuals that required mobility aids, such as walkers.

Quarterly reporting was completed for Rural Development Network, Reaching Home grant for the Meadows to Mountains Homelessness Prevention Project, in the last quarter no funding was accessed for individuals in the Municipality.

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### HIGHLIGHTS:

During a recent WiseGuyz session participants shared their personal values and identified what has formed them. For example, family, media or friends. Following that discussion participants explored the role their personal values have in relationships and decision making. The highlight was seeing the boys realize that not all values are the same for every person then seeing their understanding deepen on the importance of respecting other people's values.

NOTE: the Adult Coordinator is trained as a WiseGuyz facilitator to assist with facilitation when needed.



## MONTHLY REPORT

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MONTH: December      YEAR: 2025

SUBMITTED TO: Amber Hennig

TITLE: Outreach Coordinator      SUBMITTED BY: Lisa Beckstead

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### LAST MONTH'S ACTIVITIES:

This past month there has been an increase in requests for transportation services. Seventeen clients accessed the service, eight residing in the Hamlet and nine residing in either a Cooperative or Enterprise.

Two clients with mobility constraints requested in home assistance with online access to Canada Revenue Agency. They required access to their accounts for continuation of benefits they receive from the Federal government and both appreciated learning how to navigate the access process, so they can do it on their own in the future.

A year ago, the Tawow Centre requested FCSS presence during their Walk in Wednesdays at the Centre. The Tawow Center created Walk in Wednesday because several of their clients do not feel comfortable accessing services at other locations in town and/or have transportation barriers. Twice a month, 10:00 am – 11:30 am, the Outreach Coordinator attends Walk in Wednesdays to provide on site assistance with completion of forms (i.e. Income Support applications, income tax filing, etc.) and to connect with resources like the local women's shelter and Evergreens Foundation Rental Assistance Benefit.

October 1<sup>st</sup> a Just In Case Workshop was held at the Community Resource Center with six participants. The workshop is a hands on experience where participants create a binder with the documents and information a loved one will need in the event of sudden death or illness. Some examples of the information participants document are passwords with online accounts or streaming services, birth certificates, or health care information. Feedback can be found in the Outcomes section of this report.

The Outreach Coordinator provided two sessions at Older Adult Information Day held in Valleyview, the first session featured Brain Smoothie activities. Brain Smoothies are researched informed and evidence-based activities developed by Dr. Brittany Harker Martin improves stress management, addresses metacognition (thinking about thinking), and assists in regaining regulation of self. The second session was designed to raise awareness of our newly added Elder Abuse Prevention Workshop which educates and teach neighbours, friends, and family members of seniors experiencing abuse to recognize the warning signs and take small practical steps to help that are safe and respectful. As a result of the information provided at Older Adult Information Day people registered for the workshop. Details about the workshop can be found in the Valleyview Adult Coordinator's report with outcomes from the workshop located in the outcomes section of this report.

Death Café sessions continue at Whisper Pines Lodge the last Monday each month with six residents in attendance. Death Cafes provide a safe casual space for people to discuss death and dying, increasing awareness about mortality to help them live more fully.

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## OUTCOMES:

PROGRAM NAME: Just In Case Workshop	
As a result of the Just In Case Workshop I feel better about my ability and plan.	Agree- 2 Strongly Agree- 4
How has the Just In Case Workshop made a difference for you?	Great direction as to what to do, and the importance of preparing.  Organized all the thing I need to have in case of hospitalization or death and seeing how overwhelming it would be if none of this was documented for others.
PARTICIPANT QUOTES: "Having this information in one spot is so important." "I really appreciate FCSS putting this on, such great information."	

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PROGRAM NAME: Elder Abuse Prevention Workshop	
As a result of this workshop, I have a better understanding of elder abuse.	Somewhat Agree - 1 Agree- 5 Strongly Agree- 4
I feel more confident helping someone who is facing or is at risk of elder abuse.	Somewhat Agree - 1 Agree- 6 Strongly Agree- 3
I found this workshop useful.	Somewhat Agree - 1 Agree- 6 Strongly Agree- 3
Feedback	-Thank you! Would have liked it to be in person rather the zoom. However, safety comes first. Keep us updated and great presenter. -Thank you so much, hope you can continue this hard work. -I really liked the videos examples

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## HIGHLIGHTS:

A client stated they would not know where they would be without their assistance over the last 12 months and that they are so grateful for their help in acquiring all new identification and the assistance in ensuring all their information is up to date with their CRA account.

## MONTHLY REPORT

MONTH: December      YEAR: 2025

SUBMITTED TO: Amber Hennig

TITLE: Youth Coordinator      SUBMITTED BY: Alexandria Burge

### LAST MONTH'S ACTIVITIES:

The Susa Creek School Principal has requested the Grief and Loss group resume after Christmas Break for all students. The program starting in the fall and was put on hold due to the teachers strike. Days for delivery will be confirmed before the end of the year. These age appropriate support groups help youth develop coping tools and provide hope for students that have experienced loss. Loss as defined by this program includes death, changes in the home environment (i.e. divorce, poverty) and loss of friendships.

The Sheldon Coates Elementary grade 3 teacher requested Miyo Wichihitowin to start in January. Sessions will take place weekly for a period of 6 weeks. Students learn about local Indigenous culture and traditions that increase their understanding of local community and breaks down racial barriers between Indigenous and non-Indigenous students.

The Grande Cache Community High School currently has the Girls Group and WiseGuyz running with Miyo Wichihitowin beginning in December.

The Girls Group takes place on Monday each week during lunch hour and is open to all female students grades 9 – 12. The school requested the program which provides a safe space for female students to develop life skills and connect with supports. The Youth Coordinator provides information on a wide range of topics that include conflict resolution, online safety, communicating with parents, and navigating problems in peer relationships. Parental consent is required for girls to attend.

WiseGuyz takes place Tuesday and Thursday each week, 11:20 am – 12:20 pm. This is the fifth year running the program at Grande Cache Community High School and this year has 9 registered boys in grades 9 and 10. Parental consent is required for boys to attend. The program is an evidence-informed program designed to promote healthy relationships and prevent adolescent dating violence. The Education Act amendment (formerly Bill 27) has paused the sexual health module of the program until the Center for Sexuality receives government approval of content. The modules being delivered in the 2025/26 school include healthy relationships (friends and family), media literacy, and violence prevention. Specific examples of skills taught during the program are personal boundaries, consent, coping tools, and effective ways to express emotion and resolve conflict.

The Youth Coordinator has completed Violent Threat Risk Assessment (VTRA) Level 1 training. VTRA is a structured, multi-agency process used primarily in schools to identify, assess, and manage individuals who pose a risk of violence to themselves or others, ensuring safety through early intervention and support. Green View FCSS staff participate in Grande Yellowhead Public School Division VTRA meetings when the division initiates a VTRA Protocol for a student. Our knowledge of supports locally, regionally and provincially coupled with our training in relational skills is utilized in development of support plans for students.

**HIGHLIGHTS:**

During a session in WiseGuyz on communication styles (aggressive, passive, passive aggressive) one of the boys shared that being a leader you need to have good communication, for example he used being a hockey Captain you need to have good communication and not talk down or talk behind other players' backs. He stated a Captain needs to model respect, so the team continues to function when things don't go their way. This student demonstrated he learned how to name different types of communication and can identify when communication is harmful.



## MONTHLY REPORT

MONTH: December      YEAR: 2025

SUBMITTED TO: Lisa Gable

TITLE: Adult Coordinator      SUBMITTED BY: Michelle Hagen

### October and November ACTIVITIES:

#### The Home Support:

This program fits into the Provincial Prevention Priority by aiding clients to age well within their community. This program provides light housekeeping, meal preparation, and transportation to access essential needs for adults experiencing disruptions to their normal household routines. Adults with disruptions due to physical limitations, mental well-being, pre-/post-operative care, or pre-/post-natal care may qualify for assistance. Currently, 76 Home Support Clients are being serviced out of the Valleyview office, 48 from the Municipal District of Greenview and 28 from the Town of Valleyview. They are assisted by a team of 9 home support workers. In October, 6 people signed on to the program. The Home Support team provided transportation for 9 trips during October and November.

#### Balance Restorative Yoga:

This program fits into the Provincial Prevention Priority by helping clients to age well within their community. Balance is a restorative yoga program for seniors, people with disabilities/diseases and post-surgery recovery. This program increases strength and flexibility for fall prevention. It runs twice a week for maximum benefit. The Fall session started September 22<sup>nd</sup> and was originally scheduled to run through November. It was extended to run until December 12 to make up for some cancelled dates. This program has 28 participants registered.

#### Wheels 4 Meals:

This program also fits into the Provincial Prevention Priority by aiding clients to age well within their community. The Wheels 4 Meals program is a partnership with FCSS and the Red Willow Lodge. The Lodge signs up the clients, takes payment for, and produces the meals; FCSS delivers the meals at no charge. In October and November, the program had 5 clients for whom we delivered 89 meals.

The Adult Coordinator collaborated with the Outreach Coordinator from Grande Cache to offer an It's Not Right workshop to Valleyview and area participants on November 13th. It's Not Right is an Elder Abuse Prevention program. It was well received with 10 people attending. More details are available on the Outreach Coordinator report.

## Support and Referral Program:

This program fits into all 5 of the Provincial Prevention Priorities by aiding clients to age well within their community, helping them to avoid housing insecurity, assisting them to get help for mental health and addictions, supporting them with employment needs, and providing them with support and resources for family and sexual violence. The Adult Coordinator supports clientele by finding appropriate programs or assisting with applications and or advocacy. They help people with caregiver support, referrals, form assistance, and provide resources relevant to the older adult. These tasks can take multiple phone calls and meetings. The Adult Coordinator assisted 50 people with 79 needs during October and November.

Oct/Nov 2025		Residence			50
Support Needs	MD	VV	SLCN	Explanation/ Example	
Advocacy	1	0	0	With anyone, Family, Business, Government	
CRA	1	2	0	Inquiries, CVITP, referrals, filing	
Federal Programs	2	2	0	GST,Canada Child Tax Benefit, CPP,OAS,GIS	
Forms Queries and assistance	1	0	1	Federal,Provincial,death forms, paperwork	
Home Support	16	20	0	Client queries, home visits, concerns, needs, Info	
Information	4	8	1	Wills, Personal dir., POA, Caregivers, Abuse,	
Other FCSS Prog	1	2	1	Referral to another program or worker within FCSS	
Provincial Programs	4	1	0	Senior, financial, Blue Cross, Alberta Health	
Referral to other Agency	2	4	1	Legal, CRA, Seniors Outreach, Seniors programs, Service Ca	
Technology Assistance	2	2	0	cell phone, internet, CRA accounts, email- etc	
Transportation	0	0	0	Transport inquiry, request, information, referrals	
Monthly Total	34	41	4	79	

## OUTCOMES

### Older Adult Info Day:

This program fits into the Provincial Prevention Priority by assisting clients to age well within their community. 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.

We had a presenter from FCSS provide a program called Brain Smoothies, which is a guided relaxation technique, Northwest Palliative Care Association, Heart River Housing and a lawyer provide information on advanced planning documents, such as Wills and Power of Attorney. This program was held on October 23<sup>rd</sup>, 2025, at the Greenview Regional Multiplex. It was well attended with 34 attendees.

PROGRAM NAME: Older Adult Information Day	
As a result of attending the Older Adult Information Day, I am more aware of the resources and supports available in my community.	21 of 21 Agree with this statement.
PARTICIPANT QUOTES: <ul style="list-style-type: none"> <li>• Excellent speakers, lots of good info. And lunch was great!</li> <li>• Was a great day, very informative.</li> <li>• I very much enjoyed the Heart River Housing and Legal sessions.</li> </ul>	

The Adult Coordinator had coordinated a presentation by the Alzheimer's Society of Alberta called Understanding Dementia and Alzheimer's Disease on October 29<sup>th</sup> at 6:30 pm at the Sun Valley Pioneers Drop-in Centre in Valleyview. It was very well attended, with 28 people attending. This program fits into the prevention strategy of enhancing community access to social supports.

PROGRAM NAME: Workshops (general)	
As a result of the Understanding Dementia and Alzheimer's Disease presentation, I have a greater understanding of Dementia and Alzheimer's Disease.	26 of 27 Agree with this statement.
As a result of the Understanding Dementia and Alzheimer's Disease presentation, I have more information on what resources are available for me/ or my family.	26 of 27 Agree with this statement.
PARTICIPANT QUOTES:	
<ul style="list-style-type: none"> <li>• Brought hope for our family members struggling.</li> <li>• It was very encouraging and gave me so much information.</li> <li>• Making me aware of resources available for help with dealing with family members with Alzheimer's.</li> <li>• A better understanding of what a loved one is going through &amp; how I can help &amp; relate to them.</li> </ul>	

#### Just in Case Workshops:

The Just in Case Workshop is a hands-on workshop to prepare documents you or your family member may need in case of death, illness or emergency. One was held in Valleyview on Nov 26 at 5:30 pm at the Sun Valley Pioneer Centre, 13 people attended this workshop. This was in addition to the workshops provided to Grovedale and DeBolt earlier this year. 100 % of the participants in Valleyview agreed with the statement that the workshop made them feel better about their ability to plan ahead. This program fits into the Provincial Prevention Priority by assisting clients to age well within their community.

PROGRAM NAME: Just In Case Workshop	
As a result of attending the Just in Case Workshop, I felt better about my ability to plan ahead.	21 of 21 Agree with this statement.
PARTICIPANT QUOTES:	
<ul style="list-style-type: none"> <li>• Helped to get important documents and other info all together, and the importance of doing this before anything happens</li> <li>• More aware of what we should have done for the future. I will be having a discussion with my children and family.</li> <li>• Made it easier to understand and face preparing for the future.</li> <li>• Made me realize how important it is for me to get my paperwork in order before it's too late.</li> </ul>	

**TRAINING:**

The Adult Coordinator did not attend any training during this time.

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**HIGHLIGHTS:**

A highlight for the Adult Coordinator was getting to know new Home Support clients and learning a bit about their history and lives.

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**UPCOMING:**

Balance Restorative Yoga Winter Session is scheduled to begin January 12<sup>th</sup>, 2026.





## MONTHLY REPORT

MONTH: December      YEAR: 2025

SUBMITTED TO: Lisa Gable

TITLE: Community Resource Centre Coordinator

SUBMITTED BY: Corinne D'Onofrio

### LAST MONTH'S ACTIVITIES:

In December there were 440 client visits to the Community Resource Centre. 97 clients were from the MD of Greenview, 238 clients were from the Town of Valleyview, and 105 clients were from Sturgeon Lake Cree Nation. 5 were new to Green View FCSS.

The top 3 needs in November were for technology assistance (94), employment (49) and Income Support (39). In October the top 3 needs were also for technology (111), employment (74) and program inquiries and registrations (62). Technology assistance included assisting clients with scanning, emailing, photocopying, using the computers and phone, and assistance with navigating personal devices. Employment supports include creation of resumes and cover letters, copies of other employment related documents such as safety certificates and Criminal Records Checks, assisting with online employment applications, and emailing applications. Employers also reach out to the Community Resource Centre to receive assistance with advertising positions that they are trying to fill. Coordinators post these positions on the job board, advertise on the Green View FCSS Facebook page, and also relay the information to employment seekers that may be good candidates. Program inquiries include residents calling about programs that are currently being advertised at Green View FCSS or have run in the past, such as Balance, Just in Case Files, or Home Support for example, looking for information, or to register.

In October and November, the CRC Coordinator noted that many individuals were seeking support with accessing their My Service Canada accounts. In some cases, a lack of computer experience or access to technology was the reason they needed assistance. For others, they had tried to log in to Service Canada on their own and could not complete the challenging process without meeting roadblocks such as having changes to personal information such as phone numbers, emails, or banking information. In some cases, this access to Service Canada was required by the clients for applications such as Income Support with the Alberta Government and also with Sturgeon Lake Cree Nation. Some clients were accessing information regarding Employment Insurance. There were 28 Service Canada related visits in November and 13 in October.

The CRC Coordinator and Support Coordinator have been assisting Assured Income for the Severely Handicapped (AISH) clients. AISH clients have been working on the required process of securing the Canada Disability Benefit of \$200.00 through the Federal Government. As a prerequisite to qualify for this benefit, clients must have the Canada Disability Tax Credit. Many AISH clients did not have this prior to the announcement of the Canada Disability Benefit. Coordinators at Green View FCSS have been assisting with educating AISH clients about these benefits and assisting them to apply by providing the applications and instructions. When completed, we also assisted clients to send them into the appropriate people or agencies.

AISH was also asking clients to keep in contact with the AISH program to advise them of their progress applying for the Canada Disability Benefit. If contact had not been made advising AISH of this progress, \$200.00 could be withheld from the provincial AISH benefit as a result. This money would come back to the client when the Canada Disability Benefit was approved. In November, 29 client visits were related to AISH, 8 were Disability Tax Credit applications, and 4 visits were regarding the Canada Disability Benefit.

Other needs assisted with in November were "legal in nature" (33), Santa's Anonymous (21) program inquires (37), and Food Bank assistance (21) Child and Family Services (2), referrals to Valleyview Community Learning, Heart River Housing (4), Old Age Security-OAS and Guaranteed Income Supplement- GIS (2), Canada Revenue Agency- CRA (19), Canada Pension Plan-CPP and CPP Disability (15), Alberta Seniors and Senior Special Needs Assistance (12).

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The follow three charts show a breakdown of services provided to clients based on their residence in the MD of Greenview, the Town of Valleyview and Sturgeon Lake Cree Nation. These statistics are collected daily for each client visit and compiled at the end of each month to break down the reasons for client visits and show how individuals are accessing programs and services, making them more aware of resources, assisting them to be more resilient, and able to meet their needs. The Community Resource Centre Coordinator also reports these statistics, along with other reporting on a monthly basis, as part of the Career and Employment Information Services Storefront Contract that Green View FCSS/ MD of Greenview holds.

[illegible]

## Town of Valleyview

Year End Report 2025	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	26	14	21	15	49	20	35	26	21	33	17		277
Employment Supports	38	34	27	53	36	40	34	38	32	33	27		392
Other Clients	166	157	288	274	143	168	156	163	199	192	194		2100
<b>Total Clients Visits</b>	<b>230</b>	<b>205</b>	<b>336</b>	<b>342</b>	<b>228</b>	<b>228</b>	<b>225</b>	<b>227</b>	<b>252</b>	<b>258</b>	<b>238</b>		<b>2769</b>
<b>Residence Break Down:</b>													
Town of Valleyview	230	205	336	342	228	228	225	227	252	258	238		2769
New	7	6	9	10	3	8	2	7	2	1	3		58
Returning	223	199	227	332	225	220	223	220	250	257	235		2611
Total Clients Visits	230	205	336	342	228	228	225	227	252	258	238		2769
Information and Referral Indicators													
As a result of Green View FCSS Information and Referral program, I know more about how to access the													
YES	230	205	336	342	228	228	225	227	252	258	238		2769
NO	0	0	0	0	0	0	0	0	0	0	0		0
Community Social Issues Identified													
CFS	3	1	0	0	1	0	2	1	1	0	0		9
Food Bank	12	22	13	15	14	13	14	11	17	10	18		159
Mental Health	5	1	6	4	13	6	2	0	0	3	0		40
Canadian Child Tax Benefits	3	0	0	2	1	1	0	6	0	0	0		13
AISH	14	2	12	7	16	11	10	13	15	15	17		132
Income Support	26	14	21	15	49	20	35	26	21	33	17		277
Alberta Adult/Child Health Benefit	2	4	0	4	2	1	0	6	0	0	0		19
Housing/ Heart River Housing	9	6	15	13	4	4	7	14	5	5	2		84
Alberta ID	0	0	0	0	0	0	0	0	0	0	0		0
Service Canada	10	3	14	9	3	10	3	9	20	8	11		100
CPP/ CPP Disability	9	5	10	3	2	3	5	3	2	0	6		48
OAS and GIS	5	2	6	2	4	9	2	5	3	0	0		38
Sr. Special Needs/ AB Seniors	12	7	4	8	20	3	1	3	4	9	7		78
Seniors Information	7	2	8	6	0	3	2	6	3	4	2		43
CVITP related	3	29	128	90	12	13	15	6	7	1	0		304
Canada Revenue Agency	15	8	25	24	12	11	7	13	19	12	3		149
Employment Supports	38	34	27	53	36	40	34	38	32	33	27		392
WCB(Workers Compensation Board)	3	0	1	0	0	0	0	0	3	0	0		7
Technology Assistance	63	53	53	63	40	45	64	51	70	70	60		632
Childcare subsidy	0	0	0	0	0	0	0	0	0	0	0		0
program inquires	10	15	15	9	2	4	3	4	19	36	22		139
Legal (faxes, forms, calls)	11	9	10	15	10	11	15	10	10	10	18		129
Other questions/inquires	14	16	14	21	20	23	14	15	12	18	15		182
Mountains to Meadows	0	0	0	0	0	0	0	0	0	0	0		0
						0							

[illegible]

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#### HIGHLIGHTS:

During client visits, Coordinators ask clients if they would be willing to complete a short survey about their visit. Of the surveys we received in November, 100% of the clients were satisfied with the level of service and services that they received at the Green View FCSS Community Resource Centre. Clients commented that the staff are very friendly and great at assisting with whatever needs they have, and "Couldn't ask for better kind, courteous staff. Always have provided top notch service. Valleyview is very lucky to have this!" Clients commented that they were utilizing the Community Resource Centre for assistance with applications, employment support, computer use, community support, and "other".

Two clients of the Community Resource Centre gained full time employment in the last month. They had both utilized services at the CRC to complete employment applications, utilize the computer for job search and safety courses, view the job board, and receive support with creating and updating resumes. One of the newly employed clients will also be accessing support at the Community Resource Center to apply for Alberta Works Income Support. Through the Employment, Training and Transition Supports, he will request assistance for safety gear for the new employment.

## MONTHLY REPORT

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MONTH: December      YEAR: 2025

SUBMITTED TO: Lisa Gable

TITLE: Support Coordinator      SUBMITTED BY: Tracy Dennis

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### ACTIVITIES:

During October and November 2025, the Support Coordinator assisted in the Community Resource Centre with employment resources, income support, referrals, seniors benefits and various other community services that are accounted for on the Community Resource Coordinator's report. This enhances access to social supports and helps to prevent homelessness, provides supports and referrals for mental health and addictions, and builds resilience.

The Support Coordinator is a Commissioner for Oaths in and for Alberta and administers oaths, takes and receives affidavits, affirmations and declarations. In October and November there were 23 commissions that are accounted for on the Community Resource Coordinator's report as legal assistance. This free service enhances access to social supports and to complete necessary daily forms.

The Support Coordinator assisted with the Home Support program including meal delivery, invoicing, time sheets, performance reviews, and participating in staff meetings. The Home Support program provides basic housekeeping, meal preparation, Wheels for Meals, and transportation to essential services. These services are accounted for on the Adult Coordinator's report. The Home Support program fosters a sense of belonging and promotes social inclusion that contributes to healthy aging in the community.

The Support Coordinator assisted the Adult Coordinator with the Just in Case workshop on November 26, 2025. This workshop is a hands-on workshop to prepare the documents you or a family member will need in the event of death, illness or emergency. 13 community members attended this workshop. This develops and strengthens skills that help build resilience during times of crisis.

On October 23, 2025, assistance was given to the Adult Coordinator during Older Adult Information Day. Current information and resources were presented by speakers from Alberta Northwest Palliative Care Society, Heart River Housing, and Mathieu Hryniuk Law Office. There were 34 attendees at this annual event. This event encourages engagement in the community and promotes social inclusion that contributes to seniors aging well in the community.

The Support Coordinator is a member of the Joint Health and Safety Committee attending meetings, updating information, and participating in quarterly building inspections. This Committee is an active advisory body to stimulate or raise awareness for health and safety issues in the workplace by recognizing and identifying risks and safety concerns.

October 8, 2025, the Support Coordinator attended A Night to Lead Change. This year the Alberta Law Enforcement Response Teams (ALERT), and Internet Child Exploitation Unit (ICE), presented online safety. This promoted social inclusion, helps build resilience, and develops healthy relationships.

While attending A Night to Lead Change, the Support Coordinator promoted the Red Silhouette campaign. During the month of November Red Silhouettes are displayed at the front of the Family and Community Support Services building raising awareness of domestic violence. Real accounts of the tragedy of domestic violence in Alberta are displayed on the front of the red silhouette displays. Also promoted, was the Purple Lights campaign that took place in November. Members of the community and businesses are invited to shine a purple light to honour those who lost their lives to domestic violence, to support survivors and give hope to those still living with abuse. 30 businesses in Valleyview participated and 54 community members participated. Domestic and family supports and information are made available to the community developing healthy relationships, preventing homelessness, and providing resources for mental health and addictions.

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#### OUTCOMES:

PROGRAM NAME: A Night to Lead Change	
Have you come away with more knowledge about internet child exploitation?	41 of 41 agree they have more knowledge about internet child exploitation.
Have you come away with a better idea of how we can work together to keep kids safe online?	41 of 41 agree they have a better idea of how we can work together to keep kids safe online.
PARTICIPANT QUOTES: <ul style="list-style-type: none"> <li>I think in today's world of technology, specifically the internet usage, everyone can benefit by taking part in protecting our children. We need to be aware and not scared to have these conversations</li> <li>Appreciate you bringing the program to town. Came away with great ideas, and confidence that what I am doing as a parent is working.</li> </ul>	

The Support Coordinator attended the Legal Aid Alberta webinar titled "How criminal convictions can effect immigration". The topics discussed covered immigration and criminal charges, steps to protect your ability to stay in Canada, effectively working with your lawyer, and how Legal Aid Alberta can help.

December 4, 2025, the Support Coordinator attended the Red Willow Lodge to present available programs, workshops, and services that are provided to the community and seniors through Green View Family and Community Support Services. This encouraged active engagement in the community and enhanced access to social supports helping seniors age well in the community. There were 28 residents present.

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#### HIGHLIGHTS:

A highlight for the Support Coordinator was assisting the Adult Coordinator with the Just in Case workshop. There were many specific questions about preparing and obtaining documents. Having all the information and resources available to answer questions and give referrals was rewarding.





## MONTHLY REPORT

MONTH: December

YEAR: 2025

SUBMITTED TO: Lisa Gable

TITLE: Youth Coordinator

SUBMITTED BY: Amanda Lynch

### LAST MONTH'S ACTIVITIES:

The Youth Coordinator met with the Principals of Oscar Adolphson Primary School, Harry Gray Elementary School, Hillside Jr/Sr High School, and St. Stephen's Catholic School to discuss upcoming programming and the needs of their student bodies. The Principal from Ridgevalley School stated that they do not need any programming at this time but will reach out if required. Programming at Penson School is expected to commence in the spring of 2026.

The Youth Coordinator attended the school council meeting at Oscar Adolphson Primary School. The scheduled upcoming programs and the need for other programs were discussed during the meeting. The Youth Coordinator will be attending school council meetings with St. Stephens Catholic School and Harry Gray Elementary School once the dates are announced. Attending these meetings allows another opportunity to engage with parents and ensure they understand our mandate and available programs.

The Youth Programmer met with the WiseGuyz Alumni to discuss their upcoming year and what to expect. There are 6 students registered for WiseGuyz Alumni, and the purpose of the group is to continue the promotion of healthy relationships and preventing adolescent dating violence. The start date for the WiseGuyz Alumni group will be determined after the Christmas break.

On November 17<sup>th</sup>, the Youth Coordinator attended the Walking with Families meeting. This is a group of agencies and organizations that provide community and family programming. The Youth Coordinator will be partnering with the Greenview Regional Multiplex and the Youth Development and Family Support Coordinator for the Town of Whitecourt, to host an Empathy and Play with Wiggles Worms program beginning in January. This is a parented program for children ages 0-5, promoting active encouragement in the community and positive development for children. The role of Green View FCSS is to promote empathy through story and activities with the children, and the role of the Family Support Coordinator is to provide parenting resources and provide play opportunities with families.

The Empathy program has been at Rural Roots Daycare, working with two different groups, running weekly from October to the end of November. The Empathy program provides stories, songs, and activities that enhance empathetic development. Beginning in December, the focus will introduce age-appropriate learnings about boundaries and consent.

Why Try was requested by the grade 4 and 5 classes at Harry Gray Elementary School. This program teaches youth that making good decisions can sometimes be difficult, however in the end it is worth it. Why Try helps youth develop positive mind sets, giving them the tools to handle life's challenges. This program runs twice a week starting in November and finishing in December, with a total of 10 lessons.

Beginning mid-November, the Youth Coordinator started I Can Handle Anger in the grade two classrooms at Oscar Adolphson Primary School. This program fosters healthy social-emotional learning. Teaching students how to handle anger and other strong emotions is one of the most important skills for success, happiness, and getting along with others, promoting healthy relationships.

The grade 3 class at St. Stephens Catholic School requested 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 program begins December 2nd and will run twice a week for 5 weeks.

On September 1, 2025, certain amendments to the Education Act came into effect. One of the amendments is that external parties using or providing learning and teaching resources, that deal primarily and explicitly with gender identity, sexual orientation or human sexuality, must be approved by the Minister of Education. School boards are also able to update their policies on who they choose for third party facilitators. To streamline this for school divisions Green View FCSS is in the process of applying for provincial government approval specifically for any sexual health component of the programs. Receiving approval will allow the Youth Coordinators to continue teaching sexual health in the schools when requested by the principals.

Sexual health education is implemented under an opt-in policy requiring parental consent. Permission forms are distributed to families, and attendance is contingent upon the return of a signed form. Green View FCSS and the Youth Coordinators provide the schools with developmentally appropriate, factual, professional and non-judgemental facilitation of these programs. Specific training is required to facilitate these programs, and this process has been completed through the Centre for Sexuality and the Canadian Public Health Association. Agency approval is only needed for programs that deal with sexual health.

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#### UPCOMING:

- Empathy at the Greenview Regional Multiplex January.
- Mind Up for grade 4 students at St. Stephen's Catholic School in January.
- Mind Up for grade 3 students at Oscar Adolphson Primary School in February.