

**THE TOWN OF OKOTOKS  
FAMILY AND COMMUNITY SUPPORT SERVICES COMMITTEE MEETING  
AGENDA**

Wednesday, December 5, 2018  
7:00 PM  
IN THE OKOTOKS MUNICIPAL CENTRE  
COUNCIL CHAMBER

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Pages

**1. Call to Order**

**2. Elections**

**2.1 Election of Chair**

Recording Secretary calls for nominations for the position of Chair of the Family and Community Support Services Committee for the period ending October 31, 2019.

MOTION REQUESTED: That nominations for Chair cease.

**2.2 Election of Vice-Chair**

Chair calls for nominations for the position of Vice-Chair of the Family and Community Support Services Committee for the period ending October 31, 2019.

MOTION REQUESTED: That nominations for Vice-Chair cease.

**3. Adoption of Agenda**

**3.1 Additions / Deletions / Changes**

**3.2 Adoption**

MOTION REQUESTED: That the agenda for the December 5, 2018 Family and Community Support Services Committee meeting be adopted as presented.

**4. Minutes of Previous Meeting**

**4.1 Minutes of the Family and Community Support Services Committee - October 3, 2018**

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MOTION REQUESTED: That the minutes of the Family and Community Support Services Committee meeting held October 3, 2018 be adopted as presented.

## 5. Business

### 5.1 Family and Community Support Services (FCSS) 2019 Funding Decision Making Process:

5.1.1 FCSS Review of Key Areas for Funding Decisions/Matrix Form

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5.1.2 Review of the FCSS Handbook Section 19 of Orientation Binder

### 5.2 Family and Community Support Services 2019 Annual Meeting Schedule

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MOTION REQUESTED: That items 5.1 and 5.2 be received as information.

## 6. Reports

6.1 Councillor Update

6.2 Community Wellness Manager Report - D. Posey

6.3 Citizen Member Report - A. Dreger

A. Dreger, FCSS Citizen Member, will report on the Family and Community Support Services Association of Alberta Conference and Annual General Meeting.

6.4 Youth Representative - A. Kunz: Foothills Composite High School/Alberta High School of Fine Arts

6.5 Youth Representative - A. Loe: Holy Trinity Academy

MOTION REQUESTED: That items 6.1 to 6.5 be received as information.

## 7. Correspondence for Information

7.1 Minutes of Family and Community Support Services Calgary/Bow Regional Meeting - April 20, 2018

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MOTION REQUESTED: That correspondence item 7.1 be received as information.

## 8. Next Meeting Date(s)

The next meetings of the Family and Community Support Services Committee for funding presentations are January 15, 2019 and January 16, 2019. Both meetings have an earlier start time of 5:00 p.m. and will include a light dinner.

## 9. Adjournment

MOTION REQUESTED: That the December 5, 2018 Family and Community Support Services Committee meeting adjourn at p.m.

**UNADOPTED MINUTES  
OF THE TOWN OF OKOTOKS  
FAMILY AND COMMUNITY SUPPORT SERVICES COMMITTEE  
HELD ON WEDNESDAY, OCTOBER 3, 2018  
IN THE OKOTOKS MUNICIPAL CENTRE  
COUNCIL CHAMBER**

**COMMITTEE MEMBERS  
PRESENT**

Ashely Dreger, Chair  
Councillor Matt Rockley  
Jana Giger  
Sharon Hudspeth  
Lynnea Knight  
Abbigale Kunz  
Andrew Loe  
John Lowe  
Melissa Whitney

**STAFF PRESENT**

Debbie Posey, Community Wellness Manager  
Sian Anderson, Recording Secretary

**A AGENDA**

A.1 Call to Order

Chair Dreger called the meeting to order at 7:07 p.m.

A.2 Additions / Deletions / Changes

A.3 Adoption

MOTION: By S. Hudspeth that the October 3, 2018 agenda for the Family and Community Support Services Committee be adopted as presented.

Carried Unanimously

**B MINUTES OF PREVIOUS MEETING(S)**

B.1 Family and Community Support Services (FCSS) Advisory Committee Meeting  
Minutes held June 6, 2018

MOTION: By Councillor Rockley that the minutes of the FCSS Advisory Committee Meeting held June 6, 2018 be adopted as presented.

Carried Unanimously

## **C NEW BUSINESS**

### **C.1 Feedback for Affordable Housing Task Force**

D. Posey, Community Wellness Manager, provided information on the Affordable Housing Task Force and the Committee discussed housing options in Okotoks.

### **C.2 Phase 2 Public Advisory Committees Alignment to the Public Participation Policy**

D. Posey, Community Wellness Manager, provided information on Bylaw 42-18 and the Family and Community Support Services Committee.

### **C.3 Family and Community Support Services Association of Alberta (FCSSAA) Annual Conference**

The Committee discussed attendance at the Family and Community Support Services Association of Alberta (FCSSAA) Annual Conference November 28 - 30, 2018. The FCSSAA Annual General Meeting (AGM) is held at this event which includes election of board members and debate and voting on resolutions.

### **C.4 Round Table Discussion**

The Committee provided introductions, welcomed new youth members, thanked outgoing members and discussed current community issues.

MOTION: By J. Giger that items C.1 to C.4 be received as information.

Carried Unanimously

## **D REPORTS**

### **D.1 Councillor Update - M. Rockley**

Councillor Rockley reported on Council activities including the Tiny Home Eco Village Project, Public Participation Policy, and Smoking and Cannabis bylaws.

### **D.2 Community Wellness Manager Report - D. Posey**

D. Posey, Community Wellness Manager, provided information on community activities including the FCSSAA conference and breakfast with MLAs, outcomes of FCSS funded agencies were showcased to the community, Okotoks Youth Conference on October 19, 2018, Strong Voices Together violence prevention conference planning, upcoming Alberta Rural Development Network (ARDN) National Symposium on Homelessness and Housing, participation in rural homelessness estimation project with ARDN, Habitat for Humanity building and the pilot project with Foothills Composite High School, and Big Brothers Big Sisters to have outreach mentoring.

**D.3 Foothills Composite High School/Alberta High School of Fine Arts Youth Representative – A. Kunz**

A. Kunz reported on activities at the Foothills Composite High School/Alberta High School of Fine Arts including completion of all construction and staff changes of guidance counsellors.

**D.4 Holy Trinity Academy Representative – A. Loe**

A. Loe reported on activities at Holy Trinity Academy including an extra-curricular activity introduction to Grade 10 students, initiatives to create a strong sense of community, meetings and fundraising for the Costa Rica mission trip, a cheer leading squad is being established, and the school now has a food bank program.

MOTION: By M. Whitney that items D.1 to D.4 be received as information.

Carried Unanimously

**E CORRESPONDENCE**

E.1 Parentlink

E.2 MLA Conference Invitation

E.3 Highlights of September 7, 2018 Family and Community Support Services Association of Alberta (FCSSAA) Board Meeting

MOTION: By Councillor Rockley that items E.1 to E.3 be received as information.

Carried Unanimously

**F NEXT MEETING DATES**

- November 7, 2018
- December 5, 2018
- January 15, 2019 (4:00 pm start – funding presentations)
- January 16, 2019 (4:00 pm start – funding presentations)

**G ADJOURNMENT**

MOTION: By J. Lowe that the October 3, 2018 Family and Community Support Services Committee meeting adjourn at 8:05 p.m.

Carried Unanimously

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Ashley Dreger, Chair

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Sian Anderson, Recording Secretary

# Family and Community Support Services Foothills Region 2019

**Application due:  
November 30, 2018**

☐ Funding Application ☐ Annual Report

## FCSS AMOUNT REQUESTED/RECEIVED, FROM EACH MUNICIPALITY, FOR THIS PROGRAM

	Black Diamond	High River	MD of Foothills	Okotoks	Turner Valley	Total
FCSS Request						\$0.00
FCSS Received (actual)						\$0.00

## 1. AGENCY INFORMATION

Agency Name	
Program Name	
Program Contact	
Contact Phone	
Executive Director	
Email	
Website	
Mailing Address	
Fiscal Agent/Name and Address (if required)	

## 2. ORGANIZATION TYPE

Alberta Societies Act Registration Number	
Charitable Number (if applicable)	
Government Agency (if applicable)	
Other (please specify)	

**2.1 Please provide a brief overview of your agency. Include mission, mandate, history, etc. [150 words]**

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**3. PROGRAM OVERVIEW SPECIFIC TO THIS FUNDING APPLICATION****3.1** Summarize the program and why it is important to the community.**[300 words]****3.2** Identify the social issue the program will address. What evidence supports that this need exists?**[300 words]****3.3** Describe how the program addresses the social issue identified. What are the actions/steps/activities?**[300 words]**

**3.4** What is the expected objective, or what change, will participants experience as a result of your program?**[150 words]**

**3.5** What evidence or research do you have that supports this strategy?**[300 words]**

**3.6** List the partners and resources that will contribute to this program.**[150 words]**



#### 4. FCSS MANDATE ALIGNMENT

The FCSS Regulation states that services provided under a program must be of preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity, and **do one or more** of the following:

1. help people develop independence, strengthen coping skills and become more resistant to crisis
2. help people to develop an awareness of social needs
3. help people to develop interpersonal and group skills which enhance constructive relationships among people
4. help people and communities to assume responsibility for decisions and actions which affect them
5. provide supports that help sustain people as active participants in the community

**4.1** Describe how your program meets the FCSS mandate of providing preventive social services.

**[150 words]**

**4.2** From the 5 options above, describe which one(s) align best to your program.

**[150 words]**

## 5. OUTPUTS

### 5.1 Anticipated Outputs

	Black Diamond	High River	MD of Foothills	Okotoks	Turner Valley	Total
Anticipated # preschoolers (0-6 years)						0
Anticipated # children (7-12 years)						0
Anticipated # youth (13-17 years)						0
Anticipated # adults (18-64 years)						0
Anticipated # seniors (65+ years)						0
<b>Total individual participants per community</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Anticipated # community presentations/events						0
Anticipated # of Volunteers						0
Anticipated # of Volunteer Hours						0

### 5.2 Actual Outputs

	Black Diamond	High River	MD of Foothills	Okotoks	Turner Valley	Total
Actual # preschoolers (0-6 years)						0
Actual # children (7-12 years)						0
Actual # youth (13-17 years)						0
Actual # adults (18-64 years)						0
Actual # seniors (65+ years)						0
<b>Total individual participants per community</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Actual # community presentations/events						0
Actual # of Volunteers						0
Actual # of Volunteer Hours						0

### 5.3 Anticipated Target Group Percentages

Who is the target group for your program?

Anticipated % Children/Youth	
Anticipated % Families	
Anticipated % Adults	
Anticipated % Seniors	
Anticipated % Community Development	

### 5.4 Actual Target Group Percentages

Who was the target group for your program?

Actual % Children/Youth	
Actual % Families	
Actual % Adults	
Actual % Seniors	
Actual % Community Development	

## 6. PROVINCIAL FCSS PRIORITY MEASURES

Please provide outcome measures for your project below. If your outcome measure aligns with the FCSS Measures Bank, please fill out the Provincial Indicator and Page #.

- Refer to Attachment 1: FCSS Measures Bank Provincial Priority Measures to complete this section

### Please refer to this example

Provincial Strategic Direction	SD1 <input checked="" type="checkbox"/>	SD2 <input type="checkbox"/>	SD3 <input type="checkbox"/>	SD4 <input type="checkbox"/>	SD5 <input type="checkbox"/>
Improved social well-being of...	Individuals <input checked="" type="checkbox"/>	Families <input type="checkbox"/>	Community <input type="checkbox"/>		
Provincial Outcome – (If Individual Outcome 3 is selected, include Internal or External Asset, otherwise leave blank)	Individual Outcome 1		Internal Asset: External Asset:		
Provincial Indicator and Page #	Provincial Indicator: Resilience Page #: 1				
Program Objective or Change Statement - refer to section 3.4	People will learn skills that build resiliency and increase coping.				
Provincial Survey Question	As a result of completing the resiliency workshop, I am better at handling whatever comes my way.				
Provincial Pre/Post or Post Only	Pre/Post Survey				
Provincial Survey and Scale used	Agreement Scale				
# of surveys distributed	50				
# of surveys completed	45				
# indicated a positive response	42				

### Outcome 1

Provincial Strategic Direction	SD1 <input type="checkbox"/>	SD2 <input type="checkbox"/>	SD3 <input type="checkbox"/>	SD4 <input type="checkbox"/>	SD5 <input type="checkbox"/>
Improved social well-being of...	Individuals <input type="checkbox"/>	Families <input type="checkbox"/>	Community <input type="checkbox"/>		
Provincial Outcome – (If Individual Outcome 3 is selected, include Internal or External Asset, otherwise leave blank)	Individual Outcome 1		Internal Asset: External Asset:		
Provincial Indicators and Page #	Provincial Indicator: Page #:				
Program Objective or Change Statement - refer to section 3.4					
Provincial Survey Question					
Provincial Pre/Post or Post Only	Pre/Post Measures				
Provincial Survey and Scale used	A Sc: Agreement Scale				
# of surveys distributed					
# of surveys completed					
# indicated a positive response					

Outcome 2	
Provincial Strategic Direction	SD1 <input type="checkbox"/> SD2 <input type="checkbox"/> SD3 <input type="checkbox"/> SD4 <input type="checkbox"/> SD5 <input type="checkbox"/>
Improved social well-being of...	Individuals <input type="checkbox"/> Families <input type="checkbox"/> Community <input type="checkbox"/>
Provincial Outcome – (If Individual Outcome 3 is selected, include Internal or External Asset, otherwise leave blank)	<div>Individual Outcome 1</div> <div>Internal Asset: External Asset:</div>
Provincial Indicators and Page #	Provincial Indicator: Page #:
Program Objective or Change Statement - refer to section 3.4	
Provincial Survey Question	
Provincial Pre/Post or Post Only	Pre/Post Measures
Provincial Survey and Scale used	A Sc: Agreement Scale
# of surveys distributed	
# of surveys completed	
# indicated a positive response	

Outcome 3	
Provincial Strategic Direction	SD1 <input type="checkbox"/> SD2 <input type="checkbox"/> SD3 <input type="checkbox"/> SD4 <input type="checkbox"/> SD5 <input type="checkbox"/>
Improved social well-being of...	Individuals <input type="checkbox"/> Families <input type="checkbox"/> Community <input type="checkbox"/>
Provincial Outcome – (If Individual Outcome 3 is selected, include Internal or External Asset, otherwise leave blank)	<div>Individual Outcome 1</div> <div>Internal Asset: External Asset:</div>
Provincial Indicators and Page #	Provincial Indicator: Page #:
Program Objective or Change Statement - refer to section 3.4	
Provincial Survey Question	
Provincial Pre/Post or Post Only	Pre/Post Measures
Provincial Survey and Scale used	A Sc: Agreement Scale
# of surveys distributed	
# of surveys completed	
# indicated a positive response	

## 7. PROGRAM BUDGET

- Please provide the anticipated budget for the program.
- Only the program budget is required, not the entire budget of the organization.

**Revenue** - please indicate all sources of funding, fees for service, grants, etc. for the program.

	Black Diamond	High River	MD of Foothills	Okotoks	Turner Valley	Non FCSS Sources	Total
FCSS Amount	0.00	0.00	0.00	0.00	0.00		\$0.00
Your Organizations Contribution							\$0.00
Other Grants:							\$0.00
Donations							\$0.00
Fee for Service							\$0.00
Membership Dues							\$0.00
Other:							\$0.00
<b>Total Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Expenses** – please indicate the costs to run the program.

Salaries and Wages							\$0.00
Staff Benefits							\$0.00
Staff Travel and Subsistence							\$0.00
Volunteer Appreciation							\$0.00
Volunteer Training							\$0.00
Rent and Utilities							\$0.00
Insurance							\$0.00
Phone							\$0.00
Advertising and Promotions							\$0.00
Office and Program Supplies							\$0.00
Audit and Accounting							\$0.00
Other:							\$0.00
Other:							\$0.00
Other:							\$0.00
<b>Total Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

<b>Total Revenue</b>	<b>\$0.00</b>
<b>Total Expenses</b>	<b>\$0.00</b>
<b>Net (Revenue – Expenses = 0)</b>	<b>\$0.00</b>

## 8. ACTUAL PROGRAM BUDGET

- Please provide the actual budget for the program.
- Only the program budget is required, not the entire budget of the organization.

**Revenue** - please indicate the actual sources of funding, fees for service, grants, etc. for the program.

	Black Diamond	High River	MD of Foothills	Okotoks	Turner Valley	Non FCSS Sources	Total
FCSS Amount	0.00	0.00	0.00	0.00	0.00		\$0.00
Your Organizations Contribution							\$0.00
Other Grants:							\$0.00
Donations							\$0.00
Fee for Service							\$0.00
Membership Dues							\$0.00
Other:							\$0.00
<b>Total Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Expenses** – please indicate the actual costs to run the program.

Salaries and Wages							\$0.00
Staff Benefits							\$0.00
Staff Travel and Subsistence							\$0.00
Volunteer Appreciation							\$0.00
Volunteer Training							\$0.00
Rent and Utilities							\$0.00
Insurance							\$0.00
Phone							\$0.00
Advertising and Promotions							\$0.00
Office and Program Supplies							\$0.00
Audit and Accounting							\$0.00
Other:							\$0.00
Other:							\$0.00
Other:							\$0.00
<b>Total Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

<b>Total Revenue</b>	<b>\$0.00</b>
<b>Total Expenses</b>	<b>\$0.00</b>
<b>Net (Revenue – Expenses = 0)</b>	<b>\$0.00</b>

**9. ANNUAL REPORT****9.1** Was your strategy implemented as planned? Why or why not?**[150 words]****9.2.** Stories - Please provide a success story of your program and photo's, if available.**[500 words]**

**10. CONTINUOUS QUALITY IMPROVEMENT****10.1** Should this program continue? Why or why not?**[250 words]****10.2** What improvements can be made to the program?**[250 words]****10.3** What improvements can be made to your outcome measurement process?**[250 words]**



## 11. DOCUMENTATION REQUIREMENTS

Please ensure the following documents are attached to your application/**annual report**:

- List of current agency Board of Directors including name and board position. Please do not include any personal information (i.e. home phone, address, email, etc.).
- Most recent audited financial statement (needed for both application and report).
- Digital and scanned signatures will be accepted; unsigned applications/reports will be returned.

Submit completed and signed application or **annual report** by direct delivery or email to the relevant municipal FCSS.

## 12. DECLARATION

### Application Declaration:

I declare that all of the information in this application is accurate and complete, and that the application is made on behalf of the organization named with its full knowledge, and that it consents and complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation.

I acknowledge that should this application be approved, I will be required to enter into a funding agreement, on behalf of the aforementioned organization, which will outline the terms and conditions.

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

### Report Declaration:

I declare that all of the information in this report is accurate and complete, and that the report is made on behalf of the organization named with its full knowledge, and that it consents and complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation.

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

## 2019 OKOTOKS FCSS PROGRAM FUNDING APPLICATION RATING SCALE

**Name of Program:** \_\_\_\_\_

Criteria	Points	Score
1. Does this application address a community need that is clearly identified?	5	
2. Does this applicant provide a unique service in our community?	2	
3. Did the application and presentation identify how their expected outcomes fit with the FCSS mandate of prevention?	2	
4. Has this applicant shown how they will achieve their expected outcomes?	5	
5. Has the applicant shown how they will measure success?	2	
6. How significant is the role of volunteers in this organization? (Full points for good use of volunteers)	3	
7. What other sources of funding is available to this organization? (Full points if there are few other options)	3	
8. What is the "reach" or value and impact of this program? (Full points for good impact)	5	
9. Is there potential for this agency to partner or work more collaboratively to reduce overlap or duplication? (Score high if the project is not a duplication/agency works collaboratively)	3	
<b>Total Points</b>	<b>30</b>	

**COMMENTS:**

<b>2018 Family and Community Support Services Funding</b>				
<b>ORGANIZATION</b>	<b>2017 REQUESTED</b>	<b>2017 APPROVED</b>	<b>2018 REQUESTED</b>	<b>2018 APPROVED</b>
<b>Big Brothers Big Sisters of Calgary and Area</b> - Mentoring in Okotoks	\$ 62,053.00	\$55,000.00	\$ 63,000.00	\$ 50,000.00
<b>Calgary Catholic Immigration Society</b> - Foothills Community Immigrant Services Volunteer Program			\$ 16,700.00	\$ 5,000.00
<b>Christ the Redeemer Catholic Schools</b> - The Connections Program	\$ 25,000.00	\$25,000.00	\$ 25,000.00	\$ 25,000.00
<b>Citizens on Patrol Okotoks</b> - Volunteer Program			\$ 5,960.00	\$ 1,000.00
<b>Foothills Country Hospice Society</b> - Volunteer Services Program	\$ 12,000.00	\$12,000.00	\$ 12,800.00	\$ 12,800.00
<b>Foothills Fetal Alcohol Society</b> - FASD Prevention and Awareness Project	\$ 9,000.00	\$7,000.00	\$ 7,500.00	\$ 7,500.00
<b>Foothills Regional Victim Services</b> - Volunteer Program	\$ 7,000.00	\$7,000.00	\$ 7,000.00	\$ 7,000.00
<b>Foothills School Division</b> - Family School Liaison Counsellor Program	\$ 35,000.00	\$33,000.00	\$ 35,000.00	\$ 35,000.00
<b>Foothills School Division</b> - Success Connector Program	\$ 60,000.00	\$25,000.00	\$ 25,000.00	\$ 25,000.00
<b>Foothills Special Needs Association for Parents &amp; Siblings (SNAPS)</b> - Family Support	\$ 15,000.00	\$15,000.00	\$ 15,000.00	\$ 15,000.00
<b>High River &amp; District Parent Link Centre</b> - Okotoks Parent Link Programming	\$ 15,000.00	\$15,000.00	\$ 18,000.00	\$ 17,000.00
<b>Junior Achievement South Alberta - Foothills Region</b> - Volunteer Program	\$ 2,000.00	\$1,700.00	\$ 2,000.00	\$ 2,000.00
<b>Literacy for Life Foundation</b> - Community Family Literacy Projects	\$ 12,000.00	\$12,000.00	\$ 12,000.00	\$ 12,000.00
<b>Okotoks and District Seniors' Club</b> - Program Facilitator	\$ 8,000.00	\$4,100.00	\$ 8,000.00	\$ 6,000.00
<b>Okotoks Meals on Wheels Society</b> - Volunteer Appreciation			\$ 875.00	\$ 875.00
<b>Roots of Empathy</b> - Foothills and Area Expansion Project	\$ 7,800.00	\$7,800.00		
<b>Rowan House Society</b> - Branches Preventative Education and Awareness Program	\$ 25,000.00	\$20,000.00	\$ 25,000.00	\$ 20,000.00
<b>Wild Rose Community Connections</b> - Dad's Central	\$ 40,400.00	\$40,400.00	\$ 40,600.00	\$ 38,825.00
<b>TOTAL</b>	<b>\$ 335,253.00</b>	<b>\$ 280,000.00</b>	<b>\$ 319,435.00</b>	<b>\$ 280,000.00</b>
<b>BUDGET ALLOCATED</b>	<b>\$ 280,000.00</b>	<b>\$ 280,000.00</b>	<b>\$ 280,000.00</b>	<b>\$ 280,000.00</b>
<b>BALANCE</b>	<b>-\$ 55,253.00</b>	<b>\$ -</b>	<b>-\$ 39,435.00</b>	<b>\$ -</b>

## FCSS Committee – 2018/2019 Meeting Agenda Outline

Date/Time	Location	Standing Agenda Item	Notes
December 5, 2018 7 p.m. – 9 p.m.	Council Chamber	<ul style="list-style-type: none"> <li>• Introduction of new members</li> <li>• Overview of FCSSC and Annual Calendar</li> <li>• Annual election for Chair and Vice Chair</li> <li>• Preparation for funding presentations – overview of eligibility, summary of requests, 2018 funded agencies and the decision making matrix</li> </ul>	<i>Please bring your orientation binder</i>
January 15, 2019 <i>*1 of 2 meetings this month</i> 4 p.m. – 9:30 p.m.	Council Chamber	<ul style="list-style-type: none"> <li>• Funding Presentations</li> </ul>	Dinner will be provided <i>Please bring your orientation binder</i>
January 16, 2019 <i>*2 of 2 meetings this month</i> 4 p.m. – 9:30 p.m.	Council Chamber	<ul style="list-style-type: none"> <li>• Funding Presentations</li> <li>• Funding Decisions</li> <li>• Chair to present report on funding decisions to Council on February 11, 2019</li> </ul>	Dinner will be provided <i>Please bring your orientation binder</i>
February 6, 2019 7 p.m. – 9 p.m.	Council Chamber	<ul style="list-style-type: none"> <li>• Review funding decisions and discuss potential gaps in community social services</li> <li>• Review 2018 FCSS Funding Reports</li> </ul>	
March 6, 2019 7 p.m. – 9 p.m.	Council Chamber	<ul style="list-style-type: none"> <li>• Okotoks Family Resource Centre Presentation</li> </ul>	<i>Please bring your orientation binder</i>
April 3, 2019 7 p.m. – 9 p.m.	Council Chamber	<ul style="list-style-type: none"> <li>• Discuss 2018 Highlights and 2019 Goals</li> <li>• Big Brothers Big Sisters Pilot Project Presentation</li> <li>• National Volunteer Week Presentation</li> </ul>	
May 1, 2019 7 p.m. – 9 p.m.	Council Chamber	<ul style="list-style-type: none"> <li>• Foothills Children's Wellness Network Youth Initiative Presentation</li> </ul>	
June 5, 2019 7 p.m. – 9 p.m.	Council Chamber	<ul style="list-style-type: none"> <li>• Discuss potential resolutions for the FCSSAA AGM</li> <li>• Okotoks Food Bank Presentation</li> </ul>	
September 4, 2019 7 p.m. – 9 p.m.	Council Chamber	<ul style="list-style-type: none"> <li>• Discussion of 2019 FCSSAA AGM and Conference Attendance</li> </ul>	
October 2, 2019 7 p.m. – 9 p.m.	Council Chamber	<ul style="list-style-type: none"> <li>• Discussion of resolutions for the FCSSAA AGM</li> <li>• Review 2019-20 meeting schedule</li> </ul>	

**Family & Community Support Services Association of Alberta  
Regional Meeting – Calgary/Bow River**

**Location:  
Cochrane FCSS  
Friday, April 20, 2018**

**MINUTES**

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<b>Name</b>	<b>Organizations / Municipality</b>
Cathy O'Donoghue	Airdrie
Jessie Bryant	Airdrie
Pauline Clark	Airdrie
Alison Gerrits	Banff
Shawn Carr	Banff
Michelle Boyer	Beiseker
Colleen McPhee	Calgary
Tara Gilchrist	Canmore
Lisa Brown	Chestermere
Tanya Galey	Chestermere
Barbara Bell	Claresholm
Kim Krawec	Cochrane
Cindy Adekat	Cochrane
Stacey Davis	Crossfield
Deb Teed	FCSSAA
Ken Dropko	Government of Alberta
Lee-Anne Murakami	High River
Erica Rowntree	High River
Amanda Midgley	MD of Foothills #31
Debbie Posey	Okotoks
Kim Kueber	Outcomes Measures Trainer
Randy Ell	Rocky View County
Hamish Kerfoot	Rocky View County
Gail Wilson	Stavely
Linda Bernicki	Strathmore
Monique LeBlanc	Turner Valley
Lynn Walker	Wheatland County
Franco Savoia	Guest – Alberta Poverty Reduction Network

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**Start: 10:00 AM**

**1. Welcome – Kim Krawec (Cochrane host) and Hamish Kerfoot (FCSSAA Calgary/Bow River Region Representative)**

Welcome and introductions around the circle.

**2. Agenda**

Linda Bernicki (Strathmore) moved to accept the agenda as presented.

Carried

**3. Minutes**

Moved by Lynn Walker (Wheatland County) to approve minutes of November 8, 2017.

Carried.

**4. Report from Provincial FCSS – Ken Dropko**

444 grants were disbursed in March/April including quarterly FCSS payments, ECD grants, and Family and Community Safety grants.

Inspiration Awards were issued province-wide including the Claresholm FCSS program and Wheatland County's Crisis Society.

The 2017 Annual Financial Reports are due at the end of April and the 2017 Outcomes Reports are due at the end of July. The Outcomes Report was used by the Minister during budget deliberations this year.

FCSS programs can carry forward a modest surplus (about 5%), but need approval from Ken's office to do so.

As far as the Outcomes Database, it would require significant dollars to update, but there are not any dollars in the budget to implement this.

The Provincial Budget was tabled March 22<sup>nd</sup> with the FCSS budget being maintained while the overall Human Services budget increased \$382 million.

Family and Community Safety grants will continue another 3 years with \$5.8 million in funding. A call for applications will probably come out at the end of May.

The Early Childhood Coalitions (ECD) funding has been maintained for another year, but the program will transition over to Children's Services. The FCSSAA will likely retain the funds for transfer.

**5. Outcomes Updates – Kim Kueber**

If anyone needs assistance to complete their 2017 Outcomes Report, they need to contact Kim now and not wait until it is due on July 31<sup>st</sup>.

She is willing to review the quality, accuracy, etc. before any program hits the "submit" button.

The entire Outcomes process was reviewed by Provincial Department specialists. They would like to see programs start to measure mid-term outcomes, not just short-term outcomes.

20 out of 22 Calgary/Bow River FCSS programs reported Outcomes in 2016.

The Measures Bank is currently being updated with more Priority Measures since it was last issued in 2014.

There are a number of common programs province-wide that can be measured with Outcome Reports that the Outcomes Trainers have produced. These include "Compass for Caregivers", "Volunteer Income Tax program", and others.

#### **6. FCSSAA Report – Deb Teed and Hamish Kerfoot**

The Canadian Mental Health Association has a grant to work on a rural mental health strategy.

The Annual FCSSAA Conference is November 28- 30<sup>th</sup> at the Fantasyland Hotel in Edmonton.

The FCSSAA website is continuing to be updated and the FCSS Online Learning Modules are almost ready to be previewed.

A grant has been received from the Canadian Homelessness Partnership Strategy for a Provincial Task Force that is being established with the FCSSAA to look at Rural Homelessness.

Some key FCSS messaging is being developed by a consulting firm to prepare for the next Provincial election.

Franco Savoia from the Alberta Poverty Reduction Network provided some general information on their work including the development of an online calculator being developed to determine the living wage for Alberta communities. For example, there can be a \$7/hour difference between the living wage in Red Deer versus Canmore.

#### **8. Resolutions**

General discussion on possible topics for resolutions for the November AGM was held with programs to contact Deb Teed if they need assistance in composing them. Tanya Gayley (Chestermere) is interested in starting a possible resolution around linking Provincial FCSS Grant funding to the Consumer Price Index.

#### **9. Round Table – Everyone**

General discussion on local programs by those present was held.

#### **10. Adjournment: 3:00 pm**

Move by Cathy O'Donoghue (Airdrie) to adjourn. Carried

Minutes taken by Randy Ell (Rocky View County)