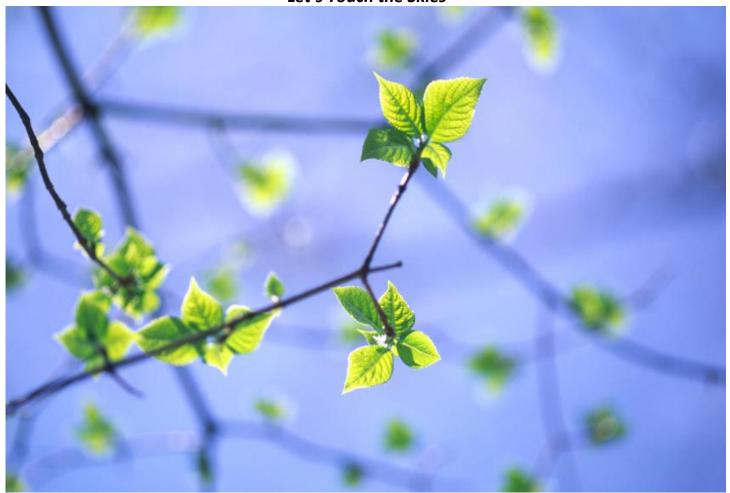# Let's Touch the Skies!

COMMUNITY IMPLEMENTATION PLAN

April 2014

Prepared by: Cochrane Society for Housing Options, Cochrane Family and Community Support Services, Western Rocky View Community Resource Centre Project Team

For: LTTS Implementation Steering Committee

Let's Touch the Skies
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"Let's Touch the Skies!" (LTTS) – "To support women and community partners to work together to develop and implement a community plan to promote women's economic security and prosperity in Cochrane and the surrounding rural area."

Introduction

In 2012, Status of Women Canada (SWC) granted Cochrane Society for Housing Options funding to conduct a gender based analysis on the economic security of women in Cochrane and area, to work with a stakeholder Steering Committee to create a community plan to address the issue, and to implement at least one activity from the plan by the end of the funding period in 2015. The following document provides an overview of the project recommendations, activities and outcomes to date, and presents the community implementation plan. The process of determining community priorities is highlighted as it was complex and somewhat circuitous; resulting in the focus of our SWC supported priorities shifting from those originally identified by the Steering Committee to activities that more strongly align with the goals of Status of Women Canada.

Project Overview

This project has been developed to achieve the "planned results" supported by the Status of Women Canada which are:

- A community plan to advance local women's economic security and opportunities for prosperity has been developed.
- Project participants and stakeholders can identify the institutional and other barriers to women's economic security and are aware of local supports.
- Community partners and stakeholders collaborate to identify gaps, priorities and opportunities and to implement effective mechanisms, supports, strategies and/or solutions.
- Stakeholders have taken specific actions to address the economic situation of women living in their community.

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The following summarizes the work to date:

Gender Based Analysis December 2012 to August 2013	Community based research and a report including results and recommendations completed (*Let's Touch the Skies! A Report on Women's Economic Security in Cochrane & the Surrounding Area*).
Release of Report and Community / Stakeholder Engagement Late summer and Fall of 2013	Stakeholder organizations, professionals, and community members were informed of the research findings and recommendations through formal presentations to organizations, community committees, or individually. The Report was also released through the local media and made available on the CSHO website. After presentation to the Cochrane Town Council, the Council directed Town Administration to work with the project team to implement the recommendations related to public policy The report was presented to Rocky View County Council and accepted as information.
Satellite / Working Groups Late summer and Fall of 2013	Many of the stakeholders had already been inspired through their involvement with the research phase of the project to identify existing opportunities to work on some of the issues that had been raised. These groups became identified as satellite/ working groups aligned with some of the specific recommendations of the report and were asked to work in partnership with the Implementation Steering Committee.
Implementation Steering Committee late fall to present	After release of the community report to stakeholders (as above), individuals were identified as potential Implementation Steering Committee members based on the recommendations of the report, stakeholders' expressed interest, their related roles in the community, their ability to represent their organization or system as a decision maker, and/or their expertise.
To inform decisions on priority action items and the implementation plan, the committee met February 4, March 12 and March 27.	**February 4:** to review the project and the recommendations; to review the role of the Steering Committee in the project implementation phase; and to be given an overview of the work that coincided with the research phase of the project or developed as a result of the research (satellite committees/working groups). **March 12:** to be provided an orientation to 'GBA plus' and the need to integrate it into the implementation phase of the project; to more fully review the work of the satellite committees/ working groups; and to establish a process for determining the priority areas for the implementation phase. **March 27:** to work through a facilitated process of determining priority areas for the remainder of the project. **Subsequent to March 27:** Results of the process were distributed to the Steering Committee and the Satellite Working Groups to obtain further details on recommended strategies/ activities/ budgets that would support the identified priority areas.

Flower of Hope

The Flower of Hope has become the symbol of the project focus on the importance of community collaboration to address economic security of women in the region.

Implementation Steering Committee (ISC) Priority Setting Process

As stated earlier, during the first two meetings the Implementation Steering Committee (ISC) was provided an orientation to the project, the recommendations and the satellite / working groups work to date(see meeting minutes for more information).

The Status of Women Canada (SWC) Project Overall Goal was highlighted:

> "*Develop and implement a community plan that will promote women's economic security in Cochrane and area*"

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As well as the proposed *Let's Touch the Skies* Program Goal (based on research results, report recommendations and the SWC planned results statements):

> "**Enhanced coordination of community services to promote women's economic security in Cochrane and area using a gender based analysis lens**".

ISC discussions challenged the project team as to whether assumptions had been made that prioritized satellite work already occurring for the implementation phase. A committee member asked why options/ strategies had not been presented for those recommendations that had not been taken up after the research / report release.

Upon reflection, the project team recognized that tight timelines to complete implementation had influenced their own processes for presentation and their assumptions about what the priorities should be. This was unintentional on the project team's part and that it was raised as a concern was very positive; it was an indicator of and catalyst for the ISC taking ownership and leadership of the Implementation plan. As a result, the project team was asked to present to the ISC on all the recommendations and potential strategies/ actions that could be taken on before priorities could be determined. These presentations and the priority setting process was the focus of the March 27 meeting.

Priority Setting Meeting

The project team and satellite groups created Problem Trees outlining up to 5 problems/ barriers and solutions to address them on each of the recommendations. These were presented to the ISC and they were then asked in a facilitated group exercise to look for connections between the solutions presented and group them according to these relationships. When the process was completed, the ISC was asked to name the themes of the re-grouped solutions and following this, they were asked to individually choose their top 3 solution priorities. The intention of the exercise was to identify potential solutions that may apply in more than one area, thus potentially capitalizing on the limited resources available to the project. The top three priorities for the implementation plan were determined from that process. The results were as follows:

> **Project Goal:**
> Enhancing coordination of community supports to support women's economic security in Cochrane and area using a Gender based analysis plus lens.
> **3 Priority Areas:**
> - Coordination of local social support systems
> - Healthy relationships
> - Coordinated community response to domestic violence
>
> **Key Outcome:** Coordination of community services in support of Healthy Relationships and Domestic Violence Prevention.
>
> **Rationale:** Access to supports is fundamental to women's economic security and women's ability to recognize and create healthy relationships and access help when in abusive relationships are key contributors to economic security.

Priority #1: Coordination of Local Social Support Systems in Cochrane and Area

Solutions placed by the group under this priority appeared to fall into three categories: Processes, Best Practice Identification, and Marketing/Communications of Services available. It is important to remember that these individual solutions were pulled from different recommendations/ satellite group problem trees because of perceived cross over between the items.

Processes:

- Develop systems navigator approach to a formal framework of referral between services agencies and non-profits organizations
- Establish a service provider forum to present response protocols for informed referral processes.
- Develop common protocols for sharing of statistics and a common platform for advocacy.
- Collaboration of informal/formal groups to coordinate supports

Best Practice Identification/Planning:

- Utilization of evidence based "coordinated case management models" that offer wraparound support while respecting confidentiality.

- Map current gaps in Cochrane's existing service provision to enhance program access.
- Conduct feasibility study for a HUB building.
- Develop a Capital Plan to support the formation of a HUB

Marketing/Communications of Services
- "The product": various agencies need to be marketed to other service providers but also to the general public so they know who does what and where to go.
- Utilize and identify non-agency audiences to assist in marketing services available (Cochrane Mom's Trading Post, Local business, issue champions, etc.)
- Coordinate the virtual access (virtual information sites) and actual service provider working relationships.

Priority #2: Interventions as Prevention through Education

Solutions placed by the group under this priority appeared to name specific programs or areas of program delivery.

- Provide consistent, coordinated trauma informed response training in our community for all community services, education and 'first responders' staff.
- Roots of Empathy delivery in the school system
- School divisions collaborate to identify and deliver healthy relationships, financial literacy and life skills programs that are evidence based.
- Develop a prevention and early intervention strategy for learners targeted at healthy relationships and domestic violence awareness.
- Develop prevention/ intervention strategies to address mental health, life skills and addictions supports along the spectrum of a learner's career.

Priority #3: Coordinated Community Response to Domestic Violence (DV)

- Create, coordinate and share local professional development opportunities on DV
- Facilitate a community process with all stakeholders to create and implement a community plan to address DV
- Identify potential resources to support DV service delivery in our community.
- Engage and educate community leaders on DV/find local champions to bring additional attention and credibility the issue
- Develop and/or expand DV awareness campaigns in the community using existing partnerships and proven approaches

Project Priorities Connection with Existing Satellite/ Working Groups

The research phase of the project and the release of the report resulted in many stakeholders moving forward individually or in collaborative working groups on initiatives to support women's economic security in Cochrane. This work is extremely important and collectively will have a significant impact on systems and barriers that negatively affect particularly vulnerable women's financial security. The Steering Committee and the Project Team were concerned that some of the Satellite Working groups may disengage from the process as a result of the priorities set, and in the immediate days after the meeting, it appeared that some may. It is crucial to the success of this initiative that those working groups remain engaged in the project and continue to pursue the goals they have set for themselves,

regardless of the priorities chosen by the Implementation Steering Committee (ISC). Subsequent to the priority setting meeting, the community implementation plan was developed and the funder was informed of the priorities.

Feedback from Status of Women Canada

A proposed Community Implementation Plan was developed (see appendix: "Logic Model: Proposed Community Implementation Plan- First Draft-April 23" for brief overview) and shared with the SWC Program Officer for feedback. The Program Officer indicated that 'healthy relationships' and a 'coordinated community response to domestic violence' were not areas of work that the funder would support under the economic security grant. She expressed that the funder recognizes these issues are contributors to financial insecurity for women but there are issues that were identified in our recommendations, as well as the satellite group work to date, that are more directly tied to economic security such as: public policies, workplace wellness/ supports, and coordination of services; these are the areas of work SWC will support.

Given that direction and an extension of one week to rework the plan, the project team reviewed the recommendations, the work of the satellite groups and other stakeholders to date, and identified actions that align with the direction of the funder under the headings: public policy and coordination of services. The following section provides a comprehensive review of the recommendations, related logic models and outcomes to date, which leads to the proposed priorities and activities for the remainder of the project funding and beyond.

Let's Touch the Skies Report Recommendations, Logic Models, and Outcomes to Date

The following tables present the community research recommendations, logic model, and where applicable, outcomes to date. Logic models were created for each of the areas in response to the Steering Committee's interest in evaluating work required to move each of the recommendations forward. Not all recommendations will be the focus of this next year's work but each of them is considered important to address in time. It is notable that there has been significant work in several areas because of the interest generated upon release of the report; this work is presented as outcomes to date. These logic models and the work to date are foundational to the actual implementation priorities set out in the subsequent section. The structure and some of the content in these tables, the Implementation Steering Committee initial priorities, as well as the Implementation Plan tables has been adapted from those created in *Let's Touch the Skies: Women's Economic Security in Cochrane and Surrounding Area Community Implementation Plan* (S. Cox, 2014), a Masters Program course assignment.

Let's Touch the Skies
Status of Women Canada Project- Cochrane

Public Policy: Integrated GBA/Inclusive; Childcare; Transportation; Housing

PUBLIC POLICY

Town Policy

- Gender Based Analysis/ Diversity Policy

Satellite Working Group established

Statement/ Recommendation/ Partners

Cochrane and area communities score much lower on indicators of women's economic independence than the average for Alberta. In terms of women's labour participation rate, unemployment rate and income ratio to men, women in Cochrane and area are at a distinct disadvantage in economic independence and stability.

Recommendation:

That Cochrane Town Council accepts the report as presented and directs Administration to work with the "Let's Touch the Skies" project team to implement the recommendations as outlined in the report.

Partners:

- Town Council, Administration, Sustainability Partners Uniting Resources Committee (SPUR)
- Service Providers
- Businesses
- Community Members
- Municipal Jurisdictions

Short Term	Mid Term	Long Term
Outcome Statements		
Short Term: (Awareness Raising & Collaboration) Town Council and Administration are aware of how Public Policy impacts all sectors of Town population. Town of Cochrane Council supports GBA / Diversity approach to policy and program development	**Mid Term: (Collaboration & Service Development/ Change)** Existing town economic and social policies are reviewed with a diversity lens (GBA Plus) to address needs of all sectors of Town population. Cochrane Sustainability Plan's timelines and goals are aligned with Town growth indicators	**Long Term: (Systemic Change/ Coordination)** A process is adopted by Town administration to develop public policies that reflect social and economic values that address needs of all sectors of Town population.
Activities		
Short Term: (1 year) - Research best practices for Municipalities who have processes to implement inclusive policies - Research and choose GBA / diversity tool to pilot - Educate Town Council, Admin, SPUR, other	**Mid Term: (1 to 2 years)** - Present policy analysis to Town Council - Create GBA (diversity) policy review template - Town adopts GBA (diversity) review process - Town Admin and SPUR work to align GBA/ diversity	**Long Term (3 to 5 years)** - Develop a method to address community growth through social/economic/environment indicators as defined by Cochrane Sustainability Plan. - Social policy analysis is integrated into policy tables and development work

stakeholders on GBA / diversity analysis • Conduct a GBA review of a Town Policy • Identify champions within Town Admin to advocate for socially inclusive policies	policy review process with social pillars of SPUR • Town Admin / SPUR / internal champions continue to advocate for socially inclusive policies • Social policy analyst (SPA) – Town position- feasibility explored	• Diversity awareness that informs policy, program and professional practice is integrated across Town departments
Indicators		
• Partners have Increased awareness of GBA best practices • A policy has been reviewed; process/ findings are documented • Internal champions are identified & trained	• GBA/ diversity policy & practice developed • GBA approach implemented and aligned (Town and SPUR) • Social policy analyst feasibility study completed	• Enhanced use of social policy analysis • Integration of social policy analysis into policy and development decisions
Measurement Tools		
• Document –GBA best practices and pilot tool kit presented • Document- GBA pilot policy review report • GBA awareness survey (for partners) • Champion list created	• Document- GBA tool kit finalized • # of policies reviewed • Document- feasibility study	• Quantitative and qualitative survey/ analysis of social policy use
Resources / Inputs		
• LTTS staff time for research & support • Town Admin, champions & SPUR staff time • GBA training and review tools (time/ resources)	• LTTS staff-yr1 • Town admin, champions, SPUR staff/ committee-time • GBA / diversity tools • Funding-feasibility study	• Town staff time • Ongoing staff training resources

Outcomes To Date: (Anticipated and Unanticipated)
  1. SPUR and project team met to discuss report and potential for working together.
     o Philosophical alignment recognized between groups although priorities of SPUR has been on environmental policy to date.
     o Opportunities to partner will be explored as work with Town Administration moves forward.
  2. Town Administration is working with the project team to explore use of GBA Plus tools in policy analysis.
     o Working group has been oriented to GBA and tools are being explored. A policy has been identified by the planning department for analysis.
  3. The Town is represented on the Implementation Steering Committee by a senior manager as well as a Town Councillor.		

4. LTTS project team has researched and identified two GBA plus tools to present to Town of Cochrane
5. April, 2014: Community and Neighbourhood Services from the City of Calgary to present their "Fair Calgary Policy": how their business and social planning departments connect to develop inclusive policies.
6. Town has identified the "Integrated Neighbourhood Design Guidelines" document for review through the GBA tool.
7. Representatives of Town Council, Town Administration and the Project Team met with MLA for Banff-Cochrane, Ron Casey, in March to present the LTTS report, Poverty Reduction Consultation Results, and discuss local needs.

Let's Touch the Skies
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PUBLIC POLICY
Town & Provincial Policy

• **Child Care**
Town Policy Satellite is leading in local policy review. **Adult Education Satellite** is working on this as a barrier to women's access to education, workplace training and employment.
"On the 11th anniversary of International Women's Day, the evidence is in. Women's lives have changed. A national plan for quality affordable early learning and child care services in not a luxury, a frill or a threat to Canadian Families…it's an essential support and needs to become as normal in our social system as public school. Parents need this choice today." Says Paulette Senior, CEO of YWCA Canada.

Recommendation:
All three levels of Government align to craft a comprehensive National Childcare Plan which allows women to participate fully and equally in the workforce. Local initiatives can include Municipal government planning to ensure there are adequate childcare facilities supporting new neighbourhoods and commercial businesses that traditionally hire disproportionate levels of female workforce.

Partners:
Local-
- Town Council, Administration, Sustainability Partners Uniting Resources Committee (SPUR)
- Service Providers, including adult education programs, social service programs, child care providers
- Businesses
- Community Members

Provincial-
- Other SWC supported projects in AB that identify childcare policy as an issue
- Alberta Human Services

Short Term	Mid Term	Long Term
Outcome Statements		
Short Term: (Awareness Raising & Collaboration) Partner awareness of the inter-dependency between Town economic development and growth and child care policies.	**Mid Term: (Collaboration & Service Development/ Change)** Partner knowledge of town/ provincial economic and social development policy impacts on all sectors of Town population.	**Long Term: (Systemic Change/ Coordination)** The Town has adopted a process to develop public policies that reflect social and economic values that address needs of all sectors of Town population.
Activities		
Short Term: (1 year) (Town Policy and Programs) • Conduct further research on childcare spaces and gaps in community as identified in GBA document • Conduct further research into local parent use of alternatives to licensed	**Mid Term: (1 to 2 years) (Town and Provincial)** • With partners, develop a child care policy and program action plan • Present research/ policy action plan to partners (town and provincial) • Develop Town Pilot Program	**Long Term (3 to 5 years)** • Municipal / Community representatives' partner with other interested groups to advocate to provincial government on the issue. • Town develops a method to address community growth through

childcare and related risks, benefits, implications. • Review land use bylaws and other policies with Town of Cochrane planning department to ensure bylaw and related policies support development of additional and accessible childcare facilities and options.	for childcare provision for identified FCSS programs • Pilot childcare provision for sample FCSS programs. • Partner with other SWC funded projects to advocate to provincial government on the issue.	social/economic/environment indicators as defined by Cochrane Sustainability Plan.
Indicators		
• Increased awareness of community access to child care spaces; related policy impacts and barriers • increased awareness of parental use of unlicensed child care/ risks/ benefits	• Increased access to resources for policy makers and community programmers • Increased access to FCSS programming for parents • Increased collaboration between Town and social sectors • Increased and enhanced child care services	• Increased provincial government action on child care policy and program barriers issues across province
Measurement Tools		
• Document- Child care spaces, types, gaps and policy research • Partner and community survey	• Document- Child care Research and Policy Action Plan • Partner and community survey • Pilot – Results and Recommendations Document • Quantitative / qualitative analysis of provincial partners and actions • Quantitative / Qualitative analysis of licensed child care spaces	• Policy and program documents
Resources / Inputs		
• LTTS staff time for research & support • Town Admin / policy	• LTTS staff-yr1 • Town admin • Funding	

Outcomes To Date: (Anticipated and Unanticipated)

- The Adult Education satellite is exploring program/ training opportunities and incentives for women to open child care facilities.
- A preliminary meeting with Alberta Network of Immigrant Women to discuss a collaborative effort for advocating childcare issues to the Provincial government.
- Cochrane FCSS completed and submitted Alberta Poverty Reduction Strategy Community Consultation results to province November, 2013.
- A 2 part child care forum is being hosted by Family and Community Support Services in May, 2014 to bring the issue to residents and explore potential short term (increased licensing, etc) and long term solutions.
- A preliminary meeting occurred between project team and Town Admin representatives regarding neighbourhood plan development and day home policies.
- Representatives of Town Council, Town Administration and the Project Team met with MLA for Banff-Cochrane, Ron Casey, in March to present the LTTS report, Poverty Reduction Consultation Results, and discuss local needs.

Let's Touch the Skies
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PUBLIC POLICY
Town & Provincial Policy
• **Transportation**

Statement/ Recommendation/ Partners

Transportation is one of the key tenants of linking people to people and to services; it is fundamental to creating vibrant sustainable communities. An effective public transit system is an essential characteristic of economic progress and a vital element of serving all sectors of an inclusive community.

Recommendation:

The Town of Cochrane implements recommendations from the Transit Study to provide public transit in Cochrane and connector services to Calgary.

Partners:
- Town Council, Administration, Sustainability Partners Uniting Resources Committee (SPUR)
- Service Providers, including adult education programs, social service programs
- Businesses
- Community Members

Short Term	Mid Term	Long Term
Outcome Statements		
Short Term: (Awareness Raising & Collaboration) Town Council and Administration is aware of how Transportation Policy and Programming impacts all sectors of Town population. Town of Cochrane Council supports GBA / Diversity approach to policy and program development	**Mid Term: (Collaboration & Service Development/ Change)** Public policies and programs, including those on Transportation, reflect social and economic values and address needs of all sectors of Town population. Coordination & consultation between Town, Business and Community to develop and support policies for community growth and economic advancement for all sectors of the population	**Long Term: (Systemic Change/ Coordination)** Public policies reflect social and economic values which address needs of all sectors of Town Pop Town of Cochrane leads the way for innovative and comprehensive all – inclusive Public Policies
Activities		
Short Term: (1 year) • FCSS, SPUR and Town Administration to discuss potential review transportation policy. • Resource Centre review existing subsidized transportation (CAR)	**Mid Term: (1 to 2 years)** • Continue to inform partners of the diverse transportation needs identified by the Family and Community Resource Centre and other sources. • SPUR and Town of	**Long Term (3 to 5 years)** • Develop a method to address community growth through social/economic/environment indicators as defined by Cochrane Sustainability Plan.

program for women (and other residents) living on low incomes –seek additional resources • Inform community members and other stakeholders about transportation needs of women (and other residents) living on low incomes	Cochrane continue to address- the Sustainability Plan's "13 Pathways to the Future" to make the community complete". The 12th pathway: There are *diverse options for getting around* refers to a complete interconnected network throughout Cochrane and its region to open employment ... opportunities for residents. • Review changes / expansion to CAR program	
Indicators		
• Increased awareness of transportation needs	• Increased collaboration between Town and social sectors • enhanced services specifically in areas of transportation	• Increased action on public transportation options
Measurement Tools		
Partner and community survey	# of transportation options available	# of transportation options available & accessible
Resources / Inputs		
• Staff time	• Staff Time • Funding-transportation	Funding

Outcomes To Date: (Anticipated and Unanticipated)
Activities to Date:
• Cochrane FCSS completed and submitted Alberta Poverty Reduction Strategy Community Consultation results to province November, 2013.
• Resource Centre taken steps to expand/ Improve CAR Program (subsidized taxi program for low income earners and people with disabilities).
• Resource Centre exploring expansion of local handi-bus service to citizens of Cochrane on a subsidized fee for service basis.
• Representatives of Town Council, Town Administration and the Project Team met with MLA for Banff-Cochrane, Ron Casey, in March to present the LTTS report, Poverty Reduction Consultation Results, and discuss local needs.

PUBLIC POLICY		
Town & Provincial Policy		
• **Housing**		
Statement/ Recommendation/ Partners		
Safe affordable housing is essential to the well-being of people in society; funding for housing is not a cost- it is an investment in the social economic well-being of Alberta.		
Recommendation:		
Cochrane Society for Housing Options (CSHO) incorporates the findings of this report in their strategic plans and continues to collaborate with municipal and provincial governments along with the development industry to craft a responsive strategy to meet the diverse housing needs of the community.		
Partners:		
• Town Council, Administration, Sustainability Partners Uniting Resources Committee (SPUR) • Provincial Government • Federal Government • Service Providers, including adult education programs, social service programs, child care providers • Businesses • Community Members		
Short Term	**Mid Term**	**Long Term**
Outcome Statements		
Short Term: (Awareness Raising & Collaboration) Town of Cochrane Council and Administration are aware of the impacts of housing policies on all sectors of Town population. Town of Cochrane Council and Administration supports GBA / Diversity approach to policy and program development	**Mid Term: (Collaboration & Service Development/ Change)** Public policies reflect social and economic values which address housing needs of all sectors of Town Pop Coordination & consultation between Town, Business and Community to develop and support policies for community growth and economic advancement for all sectors of the population	**Long Term: (Systemic Change/ Coordination)** Public policies reflect social and economic values which address housing needs of all sectors of Town Pop Town of Cochrane leads the way for innovative and comprehensive all –inclusive Public Policies
Activities		
Short Term: (1 year) • Town revisit the service agreement with CSHO and provide additional support. • Town reviews Housing policy and relationship with housing partners.	**Mid Term: (1 to 2 years)** • CSHO and the municipal government advocate and partner with the provincial government and the development industry to address the needs	**Long Term (3 to 5 years)** • Town and CSHO and other housing partners develop a business plan to support and address housing needs within growth projections • New social and affordable

• In partnership with CSHO, Town hold a Housing Forum to understand the needs of all community housing stakeholders including youth, seniors and women fleeing violence.	• Town increases collaboration between social (FCSS) and Planning departments to guide development to mutually benefit business and social sectors • Models for housing, seniors, youth, women fleeing DV are researched	housing units are created
Indicators		
• Town Council, Admin and Community members have increased understanding of mutual housing needs across diverse sectors of community	• # of meetings with MLA, Ministry responsible for Housing and other government stakeholders • Revised Planning policies to encourage complete community neighbourhoods • Vulnerable sectors housing models document completed	• A sustainable business plan aligned with Cochrane Sustainability Plan • Increase in market access to affordable housing
Measurement Tools		
• Addition of new housing stock • Document of results of Housing Forum	• Partnerships: new developers and builders with Town and housing partners working to increase affordable housing stock. • Revised Community Planning Doc • Vulnerable Sectors Planning Doc	• Business Plan document • New affordable housing units -Habitat for Humanity -Secondary Suites -other
Resources / Inputs		
• Town and CSHO Staff time • Partners staff time • Forum space, resources	• Town and CSHO staff time • Partners staff time • Additional planning resources	• Town and CSHO • Funding TBD for housing units

Outcomes To Date: (Anticipated and Unanticipated)
Activities to Date:
- Cochrane FCSS completed and submitted Alberta Poverty Reduction Strategy Community Consultation results to province November, 2013.
- Service Agreement between Town and CSHO being negotiated 2014
- Representatives of Town Council, Town Administration and the Project Team met with MLA for Banff-Cochrane, Ron Casey, in March to present the LTTS report, Poverty Reduction Consultation Results, and discuss local needs.

Workplace Culture

WORKPLACE CULTURE
Health and Wellness
Satellite Working Group established
Statement/ Recommendation/ Partners Health is a key factor impacting women's quality of life and economic security. Women struggle to balance family responsibilities with work obligations to the detriment of their health and forgo career opportunities in favour of caring for their dependents. "One of the major factors contributing to achieving a positive work/ family balance is the availability of family-friendly work conditions…"
Recommendation: Cochrane Community Health Centre (CCHC) created an awareness campaign to de-stigmatize mental health issues and educate the local business community about the benefits of a safe, healthy and supportive work environment.
Partners: • Town Administration-Economic Development • Business leaders • Community members • Health Sector • Non Profit Sector

Short Term	Mid Term	Long Term
Outcome Statements		
Short Term: (Awareness Raising & Collaboration) Employers and Employees are aware of the benefits of safe, healthy and supportive work environment.	**Mid Term: (Collaboration & Service Development/ Change)** Business Sector supports preliminary changes to work culture to create work/life balance and job security measures Community Support Services provide enhanced help for individuals to address workplace issues	**Long Term: (Systemic Change/ Coordination)** Town of Cochrane Business Sector are leaders in quality work/life balance practices Women have the community supports they need to balance work/ life demand
Activities		
Review Best Practices of work/life balance strategies within regional business sector • Preliminary discussion with Town of Cochrane Economic Development to initiate dialogue with Chamber of Commerce and other	**Mid Term: (1 to 2 years)** • Coordinate a Business Forum with key speakers and information on evidence based practices which support employee investment programs. • 1-2 businesses pilot key	**Long Term (3 to 5 years)** • Town of Cochrane, Business Sector and Community lead the way for quality work/life balance practices and a healthy workplace culture.

business sectors to engage in workplace wellness dialogue. • Explore Community Helpers Program for fit and funding for Cochrane	strategies to enhance work life balance and wellness culture. • Promote successful strategies • Implement Community Helpers Program in Cochrane	
Indicators		
• Business Community has increased awareness of work/life balance impacts • Business sector has increased awareness of social issues impacting employees and production. • Community has increased awareness of programs to mitigate stressors impacting their work/life balance.	• Increased Collaboration between business sector and support agencies to develop work/life balance and healthy workplace culture • Community members have increased access to assistance through Community Helpers program	• A collaborative framework is developed between Business sector, Community support agencies and Government to support workplace wellness in the community of Cochrane
Measurement Tools		
• Survey for business leaders and employees to measure interest in workplace wellness programs. • Survey employees to measure need for external programs such as Community Helpers program	• Survey and measure employee retention and workplace productivity with businesses who have engaged in the forum and specifically who have adopted workplace wellness strategies. • Survey # of individuals accessing Community Helper's program and survey their satisfaction to mitigate problems successfully	• Less participation in social programs and higher employment leading to increased economic security for women. • Sustainability Plan
Resources / Inputs		
• Staff to research and support this satellite • Town Economic Development	• Staff • Funds to host Business Forum • Provincial support to implement Community helpers Program	• Staff and resource commitment from business, service agency and community.

Outcomes To Date: (Anticipated and Unanticipated)
The group is exploring two initiatives:
• A partnership between Alberta Health Services, Mental Health and Addictions and the Business Community to create and host a conference on Workplace Wellness, with a focus on women employees. To create an opportunity for local businesses to address concerns related to employee

and family wellness/ illness, the economic benefits of business supported wellness policies and programs, and partner with Health Services and others to create sustainable policies and programs to enhance worker/ workplace wellness.

- Natural Helpers Program: Works with employers to identify those naturally supportive employees, to offer them training that enhances their support skills, links them to formal supports, and ultimately increases worker access to trained, accessible and identifiable work based support.
- Community Natural Helpers Program is presenting to the satellite on May 9
- Cochrane FCSS completed and submitted Alberta Poverty Reduction Strategy Community Consultation results to province November, 2013.

Coordination and Collaboration: Adult Education; Primary Prevention; HUB

ADULT EDUCATION & LITERACY

Satellite Working Group established

Statement/ Recommendation/ Partners
"Access to Education/Learning is one of the key pillars to advancing women out of economic poverty. There is a strong correlation between education/learning and a greater degree of economic independence"

Recommendation:
Bow Valley College (BVC), Rocky View Schools Cochrane Learning Connections (RVS CLC) and Rocky View Schools (RVS) Division jointly steward a regional partnership to facilitate foundational, post-secondary learning and employment training programs for women who choose to access learning opportunities to increase financial security and stability in their lives.

Partners: Learners, Bow Valley College, Rocky View Learner Supports, Local High School Principles, Rocky View School Districts, Cochrane Learning Centre, Cochrane Employment Services, Local Business Owners

Short Term	Mid Term	Long Term
Outcome Statements		
Short Term: (Awareness Raising & Collaboration) • Development & coordination of services and programs that will support the gaps within the community for education and employment opportunities for women • Enhanced partnerships and awareness of current services and supports for education	**Mid Term: (Collaboration & Service Development/ Change)** Increased community collaboration to determine local training/education needs and for learner's supports.	**Long Term: (Systemic Change/ Coordination)** Education Hub where all learners could access supports and education resources
Activities		
Short Term: (1 year) • Satellite Working Group Established • Multi education/ support system barriers to women's engagement are identified through tracking case examples- systemic barriers report is created for advocacy purposes within systems • Develop community education program plan • Mapping of educational/training opportunities • Relationship building with	**Mid Term: (1 to 2 years)** • Program development to meet community needs • Work placement agreements between local business and educational institutions • Common data and statistical sharing protocol to determine community needs/issues • Work with social policy satellite and town of Cochrane administration to support the proposed education plan through collaborative marketing and	**Long Term (3 to 5 years)** • Find common space for education hub • Lease common space for education hub • Relevant supports and common interest groups identified and committed to negotiate agreements to share common space

local agencies and staff members • RVS learner supports worker become a presence at the Cochrane Learning Centre • Childcare discussion panel to get community input • Community needs assessment on barriers to PSE for rural women (BVC) • Engagement of Town of Cochrane/FCSS and RVS and BVC to prevent duplication of services and to create cross-agency awareness/marketing of program offerings	registration processes. • RVSLS have partnered with Cochrane Employment Services to offer a "Summer Job Searching" workshop (May 2014)	
Indicators		
• Educational needs assessment completed • Local educational training needs are identified • New referrals and resources are being used • Learner supports has space at the Learning Centre	• Agreements in place between local business and educational institutions • Cochrane specific program delivery offered • Number of engaged businesses • Number of students enrollment in programs	• Single point entry successfully developed for all educational/Training needs
Measurement Tools		
• Asset map • Local business direction/ • Survey for training needs • Referral sources tracked	• Student registration- Count. • Business Involvement-Count • Number of programs-Count	• # students supported through HUB-count • Increased # of students enrolled-count • Decrease in # of students dropping out-count • Increase in # of programs offered-count
Resources / Inputs		
• Staff located in Cochrane • Dedicated space in Learning Centre for support workers • Hours for BVC staff to complete mapping • Engagement activities and staff outreach hours	• Hours for program development • Dedicated work space for students • Computers and supplies • Liaison between business and educational institutions • Funding	

Let's Touch the Skies
Status of Women Canada Project- Cochrane

Outcomes To Date: (Anticipated and Unanticipated)

- This satellite working group formed as a result of the research project and has:
- Satellite member agencies have been working collectively with women students to identify and help them navigate system barriers to high school education completion/ upgrading and/or access to post-secondary programs.
- Approached their respective system leadership to raise awareness of these barriers and to propose alternatives to the status quo.
- Presented to the Let's Touch the Skies (LTTS) Steering Committee and asked for their input, direction and support in narrowing down their focus for the coming year. The options for action presented to the Steering Committee are attached to this document.
- Employers have been invited to partner regarding work placement and other training ideas; this work is in progress.
- Alberta Works was been invited to collaborate with this group; a meeting with their staff occurred in late February.
- Exploration of proximity of current supports to assist learners needs resulted in approval for a RVS learner supports worker to have a presence/space at the Cochrane Learning Connections School (RVS CLC) once a week.
- Collaborative satellite meetings resulted in an increase in referral resource knowledge for support workers at Cochrane Employment Services

<p style="text-align: center;">Let's Touch the Skies</p>
<p style="text-align: center;">Status of Women Canada Project- Cochrane</p>

PRIMARY PREVENTION		
Statement/ Recommendation/ Partners The family of origin and distressing childhood experiences strongly influence beliefs, attitudes, health and choices related to education, careers, partners, and substance use/abuse amongst other factors which contribute to one's health and economic prosperity.		
Recommendation: Expand the use of promising and best practice informed programs in comprehensive health, relationship and life skills building primary and secondary schools in the Rocky View School Division to aid existing programs offered to mentor students in positive behaviours and life choices.		
Partners: Rocky View Schools, Catholic Schools, local teachers, relevant community agencies (Boys and Girls Clubs, Pre-schools, Child-care facilities, local faith communities)		
Short Term	**Mid Term**	**Long Term**
Outcome Statements		
Short Term: (Awareness Raising & Collaboration) Raise awareness and build on current momentum from LTTS research.	**Mid Term: (Collaboration & Service Development/ Change)** Stakeholder/community consensus on a consistent & coordinated trauma informed response for all community organizations that support children.	**Long Term: (Systemic Change/ Coordination)** • Collaboration of local faith groups, schools, and service providers to coordinate supports/referrals for healthy relationships, life skills, and financial literacy.
Activities		
Short Term: (1 year) • Share LTTS research on best practice models for healthy relationship service delivery with relevant local stakeholders • Sharing of Healthy Relationship/ Domestic Violence resources through the FCSS Community Support Worker rural newsletter. • Raise community awareness of work that is currently being done.	**Mid Term: (1 to 2 years)** • Utilize asset map from DV satellite to identify gaps in service and relevant stakeholders	**Long Term (3 to 5 years)** • Coordinated framework established between community service agencies.
Indicators		
• Agencies are actively involved • Greater number of relevant	• Work is being done to mitigate gaps in the community. • New resources are being	• Increased involvement from new sources of referrals and informal supports

referrals and services accessed • Greater awareness of community members of where to go for what.	developed	• Greater number of families are being supported
Measurement Tools		
• Community and service provider survey • Statistical data	• Program development numbers	• Statistical data
Resources / Inputs		
• Staff for agency engagement	• Funding • Staff • Training materials • Community involvement	• Referral protocols • Resource allocation from community agencies and school divisions • Staff • funding

Outcomes To Date: (Anticipated and Unanticipated)
- The LTTS project team understands the school division is increasingly accessing evidence based primary prevention programs and developing collaborations and wrap around services for children and youth as it's possible to do so. The project team will remain in contact with the Rocky View School Division contact to remain informed and to support their work.
- The LTTS project team has recruited board and staff representation Implementation Steering Committee.
- LTTS team has met with Rocky View Learning Supports Director of Learning Greg Roberts to explore existing supports in school districts and to identify possible gaps. This consultation is ongoing and was met with an agreement for continued engagement for the project.
- The 4th R program presented to project team and relevant community partners (Cochrane Mental Health, Boys & Girls Club, RVS Child Development Advisors, High School Guidance Counsellors) in April 2013.
- Presentation made to local Faith groups (Cochrane Ministerial Association, Cochrane Helping Hands, Community Crisis Response Team) to engage for collaboration on resources and development opportunities
- The LTTS project team has recruited Rocky View School board trustees, RVS staff, and local faith community crisis response team representation for the Implementation Steering Committee.

The HUB

Satellite Working Group established

Statement/ Recommendation/ Partners

Poverty is not the result of any one social determinant but rather a culmination of intersecting determinants which result in social and material depravation leading to limited engagement in society. A shift will require simultaneous and coordinated support service delivery.

Recommendation:

Cochrane Family and Community Support Services lead key service agencies and the volunteer sector to develop a HUB to serve as a single point of access for intake into a continuum of support services.

Partners:

Community service agencies, government agencies, NGO's, business community, Town of Cochrane, public in general.

Short Term	Mid Term	Long Term
Outcome Statements		
Short Term: (Awareness Raising & Collaboration) A client-centred system that strengthens the capacity of service providers through collaboration, interaction, proximity and efficient use of resources to serve community and encourage peer to peer empowerment. The resulting successful wraparound services will create the necessary foundation for clients to increase economic security.	**Mid Term: (Collaboration & Service Development/ Change)** A community systems navigator Approach creates a formal framework between agencies for service delivery, information sharing, data sharing and referrals. The resulting successful wraparound services will create the necessary foundation for clients to increase economic security.	**Long Term: (Systemic Change/ Coordination)** Systemic barriers will be decreased to better support community members in Cochrane by the development of a single point of access (HUB) where multiple agencies can coexist in one space to serve the client.
Activities		
Short Term: (1 year) • Use the existing interagency framework to establish a specific forum to further develop system and service coordination/ collaborations amongst community service providers. • Asset mapping of current services, gaps in the community	**Mid Term: (1 to 2 years)** • Research evidenced base coordinated case management models which support a systems navigator approach • Establish a working group of core service agency professionals to examine, identify and advocate to adjust existing policies,	**Long Term (3 to 5 years)** • Conduct a feasibility study for the development of a HUB • Establish physical space as a single point of access with related supporting agencies working in collaboration to better support the community needs.

• Utilize Homestead building as a starting point to determine how collaboration is occurring (effective, efficient, systems?) • Examine community agency co-locations to determine most needed services to have in proximity (physically and/or virtually)	programs and services to create a systems navigator framework. • Establish MOU's between relevant agencies to support the development of a systems navigator framework. • Explore opportunities & mechanisms to create a virtual hub in the absence of a physical space	
Indicators		
• Increased knowledge of relevant agency mandates and protocols • Client's increased knowledge of relevant community resources • Increase in relevant referrals between agencies	• Increase in collaborative efforts to wraparound services for clients • MOU's are developed • Increase satisfaction of client for accessing services	• Completion of feasibility study • Capital plan • Community and Town buy in. • Land/Site
Measurement Tools		
• Client surveys • Service provider surveys • Data collection count	• Asset map • Agency involvement; count • MOU's: count. • Client survey	• LTTS sustainability plan • Community champions, SPUR, Town of Cochrane to maintain momentum
Resources / Inputs		
• Staff time/wages • Community agency staff time	• Staff time • Legal • Survey development • Consultants	• Consultants • staff • Site • Funding • Municipal approvals • Multi-level government involvement
Outcomes To Date: (Anticipated and Unanticipated) • The Family and Community Support Services (FCSS) office location houses FCSS (prevention / family life education) programs, Resource Centre (early intervention) programs, Cochrane Society for Housing Options, Parent Link Centre, Bow Valley College Regional Stewardship office, and several visiting agencies such as Big Brothers/ Big Sisters, the Cochrane Cookhouse (community kitchen administration), Calgary Catholic Immigration Services, the Legal Information Clinic as well as AHS Mental Health and Addictions group programs and other support groups. • This location operates as a Hub to an extent already and barriers to referrals and system navigation have been acknowledged as a result of the LTTS consultation process.		

- A request has been made to the Steering Committee for dollars to support the development of information sharing and referral protocols/ processes that can be shared across agencies and services in the community. These tools can be used with organizations that are not currently sharing the existing space, creating a virtual 'hub' with potential to expand the existing physical 'hub' if needed.

New Initiatives: Domestic Violence; Community Index Fund

Domestic violence and the connection to women's economic security

It is important to recognize that women's safety and their economic security are inextricably linked. Understanding that economic insecurity and dependence is in many instances caused or magnified because of domestic violence issues and on the other side many women stay with an abuser, delay reporting an assault and recant or contradict previous statements because of being economically insecure and dependent. Economic insecurity makes victims of domestic and dating violence, sexual assault and stalking more vulnerable by limiting their ability to escape or recover from violence. Lacking resources or access to resources, many affected women fear that leaving an abuser or reporting a crime will diminish their ability to care for themselves and their children.

Domestic violence, sexual assault, dating violence and stalking occur across all income levels, races, ages and locations. Yet there is a significant connection between safety and economic security. Low-income women are more vulnerable to violence than middle-class women due to a lack of resources and opportunities. In addition to the increased vulnerability caused by economic insecurity, violence itself causes massive financial challenges. Many victims of intimate partner violence, sexual assault and stalking experience financial consequences as a direct or indirect result of abuse, which has a lasting impact on their ability to recover from violence, leave an abusive relationship, care for their children, or be independent. Domestic violence can result in job loss or lost wages, unfinished education or training, eviction and damaged tenant history, foreclosure or inability to pay off debt, damaged credit, loss of personal property or assets, inability to safely collect child support, dependency on abusers for basic needs. Abusive partners want victims to be under their control, so they often sabotage survivors' efforts to become more financially independent by causing upset and injury before key events, such as tests or job interviews, threatening or harassing partners at work, preventing them from going to work or school, failing to provide child care or transportation as promised and refusing to pay bills. This highlights the need to address domestic violence as part of other strategies in order to address the issue of economic security for women effectively (WOW, 2013).

Although not the focus of the funded activities for this project, developing a community response to domestic violence remains a goal of the community partners involved with this initiative and work will continue in this area as resources allow.

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DOMESTIC VIOLENCE
Satellite Working Group established

Statement/ Recommendation/ Partners

As a society we pay a high cost for domestic violence. At the individual level, it destroys lives with its emotional, physical and intellectual impacts. At the community level, domestic violence prevents people from participating as full citizens.

Recommendation:

Family and Community Support Services lead an effective coordinated community response to domestic violence in Cochrane and surrounding areas. A community approach with common definitions, goals and understanding are critical to an effective response and primary prevention.

Partners:
- Parents
- Teachers
- Service providers
- Community Leaders (business, political, faith based, government and non- governmental orgs)
- Community (children, youth, adults)

Short Term	Mid Term	Long Term
Outcome Statements		
Short Term: (Awareness Raising & Collaboration) - Enhanced community awareness of Healthy Relationships - Enhanced community awareness of Domestic Violence prevention strategies - Enhanced collaboration of informal and formal community groups to coordinate supports for Healthy relationships and Domestic Violence prevention	**Mid Term: (Collaboration & Service Development/ Change)** - Agency agreements will inform future programs and partnerships within the broader Coordinated Collaborative Community Response to Domestic Violence to - Increase community collaboration in support of healthy relationships and domestic violence prevention and - Increase in locally delivered professional training and community services in support of healthy relationships and domestic violence prevention	**Long Term: (Systemic Change/ Coordination)** - Enhanced coordination of community services in support of Healthy Relationships and Domestic Violence prevention - Explore potential for a community HUB to further enhance coordination of community services
Activities		
Short Term: (1 year) - Create asset map of resources; identify gaps. - Identify champions - Build collaboration of	**Mid Term: (1 to 2 years)** - Memorandums of Understanding (MOUs), referral and information protocols need to be	**Long Term (3 to 5 years)** - Create a consistent, coordinated trauma informed response for service providers to youth

informal/formal groups/ partners to coordinate supports • Identify and obtain resources required to deliver programs • Map current services-assets and gaps • Build DV awareness among service providers • Identify DV prevention champions • Create a community based DV awareness campaign/ activities • Build DV and HR awareness among service providers • Using best practices research, develop a coordinated community response to DV • Begin developing common data collection tools, and referral and information sharing protocols among service providers • Create platform for advocacy	developed for the partners of the offender treatment program. • Deliver healthy relationship programs to youth and community • identify potential resources to support DV prevention and intervention programs in Cochrane • collaboration of local faith groups, schools, and service providers to coordinate supports • Deliver professional development to service providers • Develop DV awareness campaign • Engage and educate community leaders on DV issues in the community • Conduct a GBA analysis of municipal/ local? DV services	and young adults • Develop a Coordinated Community Response to DV • Develop a framework and protocols for referrals • Explore models for coordinated case management • Conduct GBA analysis of community services • Evaluate existing co-location (HUB) model (FCSS offices) • Conduct HUB feasibility study • Develop HUB capitol plan
Indicators		
• A map of resources and supports on healthy relationships/DV Resources is available to community • Audience has increased access to evidence based programs on healthy relationships/DV. • Audience has increased awareness on healthy relationships/DV • Increased service provider awareness of DV • Increase in awareness raising tools/ activities available to community • Increased awareness of HR and DV for service providers • Service providers and other community members	• Increase in DV resources to support service delivery • Increase in partnership agreements, referral and information sharing protocols for DV services • Increased number of locally available DV related professional development opportunities • Increased number of professionals with DV training • Increased awareness of DV for community members and leaders	• Increased and shared training and protocols in trauma informed responses for service providers youth and young adults • Increased competency in trauma informed responses to clients • Increased involvement of key stakeholders in development of DV plan • Increase in referral and information sharing tools for professionals • Increase in professional awareness of existing and needed services • Increase in use of coordinated case management approaches • Increased use of GBA tools to

participate in the development of the Community Response to DV • Increase in data collection, referral and info sharing protocols among service providers		assess community services • Increased awareness of potential HUB/ co-location models • Feasibility study completed • Capital plan created
Measurement Tools		
• Asset map-number of assets/ resources – counts • Champions/ partners involved- counts • Promotional materials developed - counts • Programs delivered-counts • Program surveys of participants • Service provider surveys • Document completed- Coordinated Community Response to DV • Number of data collection, referral and information sharing tools-counts	• Number of funding sources, local experts, and other resources identified - counts • Number of partnership agreements, referral and info sharing protocols created- counts • Number and quality of professional trainings-surveys • Number and quality of awareness activities – surveys and interviews • Number of clients accessing DV info and supports- quantitative data from partner organizations	
Resources / Inputs		
• Staff for research and coordination • Funding • Key media messages and strategy expertise • Awareness		

Outcomes To Date: (Anticipated and Unanticipated)

- A local event was hosted by the LTTS project team in April 2013 bringing together all stakeholders for a presentation on Effective Community Response to Domestic Violence by Lana Wells, Brenda Stafford Chair for Prevention of Domestic Violence, U of C.
- Core funding has been secured from Alberta Health Services for the remainder of this fiscal year and all of next year for Offender Treatment.
- A letter of intent to apply for funding to complete the Coordinated Collaborative Community Response to Domestic Violence Plan and to create survivor supports and treatment- submitted in December to the Civil Forfeitures Fund (Alberta Justice and Solicitor General).
- If the application to the Civil Forfeitures Fund is not successful, the Satellite indicated an interest in obtaining financial support from the LTTS project towards the creation of the Coordinated Domestic Violence Response Plan

COMMUNITY INDEX FUND

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Statement/ Recommendation/ Partners
Where is the money to support these initiatives and other much needed programs? Diminishing funding has put tremendous stress on non-profit organizations and social programming.

Recommendation:
Solicit local community donors to diversify existing and new community funding and jointly determine a community priorities index that responds to community needs.

Partners:
• Cochrane Foundation, FCSS, United Way, Business Community

Short Term	Mid Term	Long Term
Outcome Statements		
Short Term: (Awareness Raising & Collaboration) Create awareness and engagement of relevant community funders and agencies.	**Mid Term: (Collaboration & Service Development/ Change)** To create community fund framework with the involvement of relevant funders and agencies.	**Long Term: (Systemic Change/ Coordination)** To create a sustainable index fund to benefit the community.
Activities		
Short Term: (1 year) • Research best practice models for community fund indexes. • Contact Community Funders to initiate dialogue and interest in investing in a community fund • Demonstrate benefits for community partners to participate • Identify community priority areas for funding (childcare, transportation, housing)	**Mid Term: (1 to 2 years)** • Community funders collaborate to develop a framework for a community priorities index fund with specific investment, eligibility and allocation criteria's.	**Long Term (3 to 5 years)** • An ongoing sustainable community plan that allows community partners to address systemic barriers within the growth projections using the fund index.
Indicators		
• Community funders are involved and engaged in creating the plan (# of funders) • Current acceptance of priority areas	• Community funders active participation in the framework (# of funders involved)	• # of programs in the community that are receiving support or funds from the index. • # of community members that are able to access programs due to barriers being reduced through the index fund.

Measurement Tools		
• Face to face meetings, service provider surveys	• Framework itself is tangible and developed	• Program data • Agency statistics on participants who benefited from barriers being reduced
Resources / Inputs		
• Staff • Resources from funders	• Consultants	• Community fund index committee or governing board
Outcomes To Date: (Anticipated and Unanticipated) • Major systemic barriers to be addressed with fund index have already been identified (childcare, transportation, housing) • Preliminary discussions with Cochrane Foundation, United Way and FCSS have already occurred.		

Community Implementation Plan

The following Implementation Plan reflects the crossover of the priority directions of the Implementation Steering Committee with that of the funder. The action items fall under the broad headings of Public Policy and Coordination, and represent a range of activities that are being worked on by various stakeholders in the community. The following graphic indicates the flow of Status of Women Canada (SWC) "Planned Results" statements to the project outcome statement, the recommendations, the Implementation Steering Committee, satellite working groups, and the short term as well as some mid-term activities planned for 2014-15. The activities and the related indicators and measurement tools are referenced in the logic models above as well as the evaluation plan below. A breakdown of the SWC budget areas is included with a full budget following.

Implementation Plan Flowchart, Activities, Budget Allocations

Let's Touch the Skies

Status of Women Canada Project- Cochrane

Status of Women Canada – Planned Results

- A community plan to advance local women's economic security and opportunities for prosperity has been developed.
- Project participants and stakeholders can identify the institutional and other barriers to women's economic security and are aware of local supports.
- Community partners and stakeholders collaborate to identify gaps, priorities and opportunities and to implement effective mechanisms, supports, strategies and/or solutions.
- Stakeholders have taken specific actions to address the economic situation of women living in their community.

Project Goal: To support women and community partners to work together to develop and implement a community plan to promote women's economic security and prosperity in the local area.

Let's Touch the Skies   RECOMMENDATIONS

Public Policy	*Workplace Culture*	*Coordination of Services*	*New Initiatives*
GBA Child Care	Health and Wellness	Adult Education & Training	DV Response
	Initiatives with business &	Primary Prevention	
Transportation Housing	community	HUB-Single Point of Entry	Community Fund

Steering Committee

Satellite Working Groups

Public Policy	Workplace Health & Wellness	Adult Education & Training	HUB Single Point of	Domestic Violence Response

PRIORITY ACTIONS

Public Policy & Advocacy Activities

Collaboration & Coordination Activities

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Public Policy & Advocacy Activities (See full logic models for indicators/ measurement tools)	Timelines	Resources	Sustainability	SWC Budget
GBA • Research best practices for Municipalities who have processes to implement inclusive policies • Research and choose GBA / diversity tool to pilot • Educate Town Council, Admin, SPUR, other stakeholders on GBA / diversity analysis • Conduct a GBA review of a Town Policy • Identify champions within Town Admin to advocate for socially inclusive policies • Present policy analysis to Town Council • Create GBA (diversity) policy review template • Town adopts GBA (diversity) review process	Winter/spring 2014 Spring/ Summer 2014 Fall 2014 Fall/winter Winter 2015	LTTS staff time for research & support Town Admin, champions & SPUR staff time GBA training and review tools (time/ resources)	Public Policy Satellite/ Working Group is committed to long term outcomes- stakeholders will continue to work on priorities beyond project timelines	**SEE FULL BUDGET BELOW** Staff Support & Consulting Fees $15,000 Pub Aware/ Comm $680 Travel $1200 Materials $960
Child Care • Conduct further research on childcare spaces and gaps in community as identified in GBA document • Conduct further research into local parent use of alternatives to licensed childcare and related risks, benefits, implications. • Review land use bylaws and other policies with Town of Cochrane planning department to ensure bylaw and related policies support development of additional and accessible childcare facilities and options. • With partners, develop a child care policy and program action plan • Present research/ policy action plan to partners (town and province) (SEE Child Care Collaboration Activities below)	Winter/spring 2014 Fall-Winter 2014 Winter-Spring 2015	LTTS staff time for research & support Town Admin / policy Stakeholders time and resources	Public Policy, Adult Education & HUB satellites have childcare in their action plans/logic models These satellites will review activities status in 2015 and plan next steps	Staff support & Consulting Fees $15,000 Pub Aware/ Comm $680 Travel $1200 Materials $960 Legal Fees $2500
Transportation • Resource Centre review existing subsidized transportation (CAR) program for women (and other residents) living on low incomes –identify and advocate for additional resources • Resource Centre, SPUR and Town Administration to review proposed transportation policy (GBA/ Inclusion). • Inform community members and other stakeholders about transportation needs of women (and other residents) living on low incomes	Spring-ongoing Winter 2015 Ongoing	Resource Centre staff Town Admin, SPUR Funding sources	Resource Centre/ Town Admin/ SPUR to review activities status in 2015 and plan next steps	Pub Aware/ Comm $680
Housing • Town revisit the service agreement with CSHO and provide additional support. • Support Town in its review of Housing policy and relationship with housing partners. • In partnership with CSHO, Town hold a Housing Forum to understand the needs of all community housing stakeholders including youth, seniors and women fleeing violence.	By June 30-14 Ongoing By Dec 31-14	CSHO staff time Town Admin	CSHO mandate supports this work/ Public Policy Satellite (Town/FCSS) will review activities status in 2015 and plan next steps	Pub Aware/ Comm $1340 Legal Fees $2500 Travel $1200

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Collaboration and Coordination Activities (see full logic models for indicators/measurement tools)	Timelines	Resources	Sustainability	SWC Budget
Adult Education • Satellite Working Group Established • Multi education/ support system barriers to women's engagement are identified through tracking case examples- systemic barriers report is created for advocacy purposes within systems • Develop community education program plan • Mapping of educational/training opportunities (HUB activities) • Relationship building with local agencies and staff members (HUB activities) • RVS learner supports worker obtain outreach space at the Cochrane Learning Centre • RVSLS partner with Cochrane Employment Services to offer "Job Searching" workshops • Community needs assessment on barriers to Post-Secondary Education for rural women (BVC) • Engagement of Town of Cochrane/FCSS and RVS and BVC to prevent duplication of services and to create cross-agency awareness/marketing of program offerings	Fall 2013 Fall-spring 2014 Summer/ Fall 2014 Ongoing 2014-15 Winter 2014 Spring 2014 Fall/ Winter 2014-15	Satellite Group LTTS Staff time Space in Learning Centre BVC staff time to complete mapping Partners staff time	These satellites will review activities status in 2015 and plan next steps. Significant partnership development is anticipated, which should maintain outcomes to date and support continued coordination effort	**SEE FULL BUDGET BELOW** Staff Support & Consulting Fees $15,000 Travel $1200 Materials $960
Child Care • Childcare discussion panel to get community input into needs (FCSS, Child care specialists, Policy/ program developers) • Stakeholders (Adult Education Satellite and FCSS, Town, Business, Community Services) partner to explore program options- (HUB activities) • FCSS look for resources & pilot child care services with 1 to 2 family life education programs	Spring 2014 Fall/ Winter 2014-15 Winter 2015	Satellite Groups LTTS Staff time Partners staff time FCSS staff & funding	Funding as well as policy changes are required to obtain and maintain child care outcomes. Funding sources will be researched.	Staff Support & Consulting Fee $15,000 Pub Aware/ Comm $680 Materials $960
Workplace Health and Wellness • Research Best Practices of work/life balance policies/ strategies within regional employers • Town of Cochrane Economic Development to initiate dialogue with Chamber of Commerce members, and other business and employers on connection between positive work place culture (health and wellness) policies / practices and economic development. • Community Helpers Program (CHP) will be explored for local implementation • Coordinate a Business/Employer Forum with key speakers and information on evidence based practices which support employee health and wellness programs	Summer – Fall 2014 Fall 2014 Spring-Fall 2014 Winter 2014	Satellite Group LTTS Staff time Town Ec Dev staff Employers & staff time	Progress made on collaboration between Town Ec Dev, Employers and community services should create foundation for continued work.	Staff Support & Consulting Fees $15,000 Travel $1200 Pub Aware/ Comm $680

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HUB		Satellite Group	Significant partnership development is anticipated, which should maintain outcomes to date and support continued coordination efforts.	Staff Support & Consulting Fees $15,000
• Use the existing interagency framework to establish a forum to further develop system and service coordination/ collaborations amongst community service providers. • Asset mapping of current services and gaps in the community • Utilize Homestead building as a pilot as a starting point to determine how collaboration is occurring, determine gaps and opportunities for improvement. Begin to create mechanisms to address. Research evidenced base coordinated case management models which support a systems navigator approach	Spring-summer 2014 Fall 2014 Winter-Spring 2015	LTTS Staff Interagency / FCSS partners		Travel $1200 Pub Aware/ Comm $680

In addition to the findings of the Let's Touch the Skies GBA report, the project team discovered several recent, local, provincial and national publications that align with the findings of the LTTS report. They are as follows:

- **Cochrane Sustainability Plan**: Town's vision for Cochrane's growth in the next 50 years;
- **Access and Enhancing Rural Employer Access to Workforce Training:** Bow Valley College, Calgary;
- **Poverty costs 2.0 Investing in Albertans:** A blueprint for reducing poverty in Alberta-Vibrant Communities;
- **Alberta's Strategic Approach to Wellness:** Alberta Health's vision for healthy communities;
- **Alberta Social Policy Framework:** This framework will guide the future of social policy in Alberta.
- **Aspiring Workforce:** Mental Health Commission of Canada's look at employment barriers for individuals with mental health stressors.
- **Wider Opportunities for Women:** STOP Grant Sector Series 2013. Prosecutor's Guide to Safety and Economic Security for Victims of Violence Against Women (Washington, DC)

This type of alignment has assisted in connecting with community stakeholders who are charged with social responsibilities and service delivery.

Subsequent to the completion of the LTTS report, Cochrane FCSS and the Resource Centre responded to the province's invitation to communities to contribute to the Alberta Poverty Reduction Strategy development. Two consultations were held and the *Alberta's Poverty Reduction Strategy: Community Consultation Results*, *Cochrane and Area,* was submitted to the province. Results from that process mirrored the findings of the *Let's Touch the Skies* project. These documents and related initiatives will continue to inform the project work. Wherever possible, opportunities to work with other communities or stakeholders on poverty reduction strategies will be pursued as resources permit.

Let's Touch the Skies
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Community Implementation Plan –Full Budget-April 2014

Expense Category	Original Amount Approved by SWC	**Amount Spent to date**	Balance Remaining	Proposed Budget Allocation
Salaries	$211,488	$81,636.04	$89,851.96	• Staffing/Consultant Fees to work on approved Short Term and Mid-Term Outcomes activities of Community Implementation Plan
Honoraria & Professional Fees	$10,000	$4,893.75	$25,106.25	• External Evaluation - $10,000 • Audit Fees -2013-2015 - $10,000 • $5,106 Legal Fees to develop MOU's
Travel	$7,500	$309.08	$7,190.92	• Travel costs related to community meetings and professional development activities
Publicity & Promotion	$7,500	$1,915.26	$5,584.74	• Creation and implementation of awareness raising tools/activities $5,584.74 (unchanged)
Office Space	$12,000	$5,666.67	$6333.33	• Office Space Room Rental $5666.67 (unchanged)
Equipment	$6,000	$5,872.65	$127.35	• Request to re-allocate to Materials category.
Materials	$7,500	$2,747.84	$4752.16	• Materials needed to carry out short and medium term outcomes $4,752.16 (unchanged)
Other: Professional Development & Admin/Project Management	$7,500	$1,786.41	$25,713.59	• Admin/Project Management - $20,000 • Prof Dev activities, child care costs for community reps on Satellites and ISC, and/or fees to develop protocols -$5,713.59
TOTAL	**$269,488**	**$104,827.70**	**$164,660.30**	

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Evaluation Plan

Original SWC Approved Results Statements
A community plan to advance local women's economic security and opportunities for prosperity has been developed.
Project participants and stakeholders can identify the institutional and other barriers to women's economic security and are aware of local supports.
Community partners and stakeholders collaborate to identify gaps, priorities and opportunities and to implement effective mechanisms, supports, strategies and/or solutions.
Stakeholders have taken specific actions to address the economic situation of women living in their community.

Priority Area Outcome Statements (2014)-Public Policy & Advocacy	Activities 2014-15 Public Policy & Advocacy	Indicators	Measurement Tools & Timing
Town Council and Administration are aware of how Public Policy impacts all sectors of Town population. Town of Cochrane Council supports GBA / Diversity approach to policy and program development	**GBA** • Research best practices for Municipalities who have processes to implement inclusive policies • Research and choose GBA / diversity tool to pilot • Educate Town Council, Admin, SPUR, other stakeholders on GBA / diversity analysis • Conduct a GBA review of one Town Policy • Identify champions within Town Admin to advocate for socially inclusive policies 2015-if time permits • Present policy analysis to Town Council • Create GBA (diversity) policy review template • Town adopts GBA (diversity) review process	• Partners have Increased awareness of GBA • A Town policy has been reviewed; process/ findings are documented • Internal champions are identified & trained • GBA/ diversity policy & practice developed	Fall 2014: Document Review –GBA best practices and pilot tool kit Post Orientation: Survey - GBA awareness survey (for partners) Jan 2015:Document Review - GBA pilot policy review report Winter 2015: Document Review – GBA Champion list March 2015: Document Review – GBA/ Diversity policy
Partner awareness of the inter-dependency between Town economic development and growth and child care policies. Partner knowledge of town/ provincial economic and social development policy impacts on all sectors of Town population.	**Child Care** • Conduct further research on childcare spaces and gaps in community as identified in GBA document • Conduct further research into local parent use of alternatives to licensed childcare and related risks, benefits, implications. • Communicate Results to government representatives, community 2015 • Review land use bylaws and other policies with Town of Cochrane planning department to ensure bylaw and related policies support development of additional and accessible childcare facilities and options.	• Increased awareness of community access to child care spaces; related policy impacts and barriers • increased awareness of parental use of unlicensed child care/ risks/ benefits • Childcare policies reviewed • Child care policy and action plan	Fall 2014: Document Review - Child care spaces, types, gaps and policy research March 2015: Document Review - Communications materials- newspaper articles, policy recommendations, advocacy actions March 2015: Document Review – childcare policy and action plan March 2015: Document Review –

	• With partners, develop a child care policy and program action plan • Present research/ policy action plan to partners (town and province)	• Increased awareness of child care policy and action plan	list of partners who participate in research, policy, action plan presentation
Town Council and Administration is aware of how Transportation Policy and Programming impacts all sectors of Town population. Town of Cochrane Council supports GBA / Diversity approach to policy and program development	**Transportation** • Resource Centre review of existing subsidized transportation (CAR) program for women (and other residents) living on low incomes –identify and advocate for additional resources • Inform community members and other stakeholders about transportation needs of women (and other residents) living on low incomes 2015 • Resource Centre, SPUR and Town Administration to review proposed transportation policy (GBA/ Inclusion).	• Increased awareness of transportation needs • Increased collaboration between Town and social sectors • Enhanced services specifically in areas of transportation • GBA/inclusive transportation policy	Jan 2015: Document Review of CAR; actions taken re additional resources March 2015: Pre/post Measure of change in # of CAR participants; Transportation options and funding March 2015 or Later: Key Informant Interviews re transportation policy review and conclusions
Town of Cochrane Council and Administration are aware of the impacts of housing policies on all sectors of Town population. Town of Cochrane Council and Administration supports GBA / Diversity approach to policy and program development	**Housing** • Town revisit the service agreement with CSHO and provide additional support. • Support Town in its review of Housing policy and relationship with housing partners. • In partnership with CSHO, Town hold a Housing Forum to understand the needs of all community housing stakeholders including youth, seniors and women fleeing violence. • Town Neighbourhoods Planning document to be reviewed for GBA/ Diversity and adapted accordingly	• Town Council, Admin and Community members have increased understanding of mutual housing needs across diverse sectors of community • Meetings with MLA, Ministry responsible for Housing and other government stakeholders • Revised Planning policies to encourage diverse/inclusive housing options	Jan 2015: Document Review of revised CSHO service agreement March 2015: Document Review of results of Housing Forum March 2015: Key Informant Interviews re government meetings on housing issues March 2015: Document Review – revised planning policy for housing

Let's Touch the Skies
Status of Women Canada Project- Cochrane

Priority Area Outcome Statements (2014)-Coordination & Collaboration	Activities 2014-15 Coordination & Collaboration	Indicators	Measurement Tools & Timing
Development & coordination of services and programs that will support the gaps within the community for education and employment opportunities for women Enhanced partnerships and awareness of current services and supports for education	**Adult Education** • Satellite Working Group Established • Multi education/ support system barriers to women's engagement are identified through tracking case examples- systemic barriers report is created for advocacy purposes within systems • Develop community education program plan • Mapping of educational/training opportunities (HUB activities) • Relationship building with local agencies and staff members (HUB activities) • RVS learner support worker obtains outreach space at the Cochrane Learning Centre • RVSLS partner with Cochrane Employment Services to offer "Job Searching" workshops • Community needs assessment on barriers to Post-Secondary Education for rural women (BVC) • Engagement of Town of Cochrane/FCSS and RVS and BVC to prevent duplication of services and to create cross-agency awareness/marketing of program offerings	• Educational needs assessment completed • Local educational training needs are identified • New referrals and resources are being used • Learner supports has space at the Learning Centre • Workshop participants increase job search skills • Barriers to post-secondary for rural women identified • Improved cross-agency awareness of educational programs	Jan 2015: Document Review - Asset map Fall 2014: Survey - Local business survey of training needs Jan 2015 and ongoing: Review Data on referrals tracked Jan 2015: Key Informant Interview– space confirmed for Learner Support At time of Job Search Workshop: Survey workshop participants March 2015: Document Review – barriers for rural women March 2015: Document Review – new communication/marketing materials/strategies. May include Key Informant Interviews with partner agency stakeholders

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Priority Area Outcome Statements (2014)-Coordination & Collaboration	Activities 2014-15 Coordination & Collaboration	Indicators	Measurement Tools & Timing
Partner awareness of the inter-dependency between Town economic development and growth and child care policies.	**Child Care** • Childcare discussion panel to get community input into needs (FCSS, Child care specialists, Policy/ program developers) • Stakeholders (Adult Education Satellite and FCSS, Town, Business, Community Services) partner to explore program options- (HUB activities) • FCSS look for resources & pilot child care services with 1 to 2 family life education programs	• Increased awareness of community access to child care spaces; related policy impacts and barriers • increased awareness of parental use of unlicensed child care/ risks/ benefits • Increased access to resources for policy makers and community programmers • Increased access to FCSS programming for parents • Increased collaboration between Town and social sectors	Winter 2014: Document Review – child care panel; child care spaces, types, community needs; policy research Fall 2014: Survey partners and community re child care March 2015: Key Informant Interviews – success of FCSS Pilot; # of child care services offered; # of families served; impact on service access March 2015: Document Review and/or Key Informant Interviews – Collaboration between Town and service providers re child care policy change/initiatives
Employers and Employees are aware of the benefits of safe, healthy and supportive work environment. Business Sector supports preliminary changes to work culture to create work/life balance and job security measures.	**Workplace Health and Wellness** • Research Best Practices of work/life balance policies/ strategies within regional employers • Town of Cochrane Economic Development to initiate dialogue with Chamber of Commerce members, and other business and employers on connection between positive work place culture (health and wellness) policies / practices and economic development. • Community Helpers Program (CHP) will be explored for local implementation • Coordinate a Business/Employer Forum with key speakers and information on evidence based practices which support employee health and wellness programs.	• Business Community has increased awareness of work/life balance impacts • Business sector has increased awareness of social issues impacting employees and production. • Community has increased awareness of programs to mitigate stressors impacting their work/life balance.	Fall/Winter 2014: Survey business leaders and employees to measure interest in workplace wellness programs. (target 4 businesses) Jan 2015: Survey employees to measure need for external programs such as Community Helpers program Fall-Winter 2014/2015: Document Review - Business Forum - # and type of participants

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Priority Area Outcome Statements (2014)-Coordination & Collaboration	Activities 2014-15 Coordination & Collaboration	Indicators	Measurement Tools & Timing
A client-centred system that strengthens the capacity of service providers through collaboration, interaction, proximity and efficient use of resources to serve community and encourage peer to peer empowerment. The resulting successful wraparound services will create the necessary foundation for clients to increase economic security.	**HUB** • Asset mapping of current services and gaps in the community; communicate findings • Utilize Homestead building as a pilot as a starting point to determine how collaboration is occurring, determine gaps and opportunities for improvement. Begin to create mechanisms to address. • Research evidenced based coordinated case management models which support a systems navigator approach • Establish a working group of core service agency professionals to examine, identify and advocate to adjust existing policies, programs and services to create a systems navigator framework.	• Increased service provider knowledge of relevant agency mandates and protocols • Client's increased knowledge of relevant community resources • Increase in relevant referrals between agencies • Draft systems navigator framework	Late Fall 2014: Document Review – Asset Map and distribution of findings Jan 2015: Survey or Key Informant Interviews re change in service provider referrals and # of clients accessing services. March 2015: Document Review and/or Key Informant Interviews – draft Systems Navigation Framework

Appendices

Implementation Steering Committee-Terms of Reference

Terms of Reference

Date Drafted:	**Jan 12, 2014**
Date Approved:	**March 12, 2014**
Date Revised:	

Mandate

"Lets Touch the Skies" Implementation Steering Committee is a community based committee with a mandate to:

> **Review the Recommendations from "Lets Touch The Skies" Report and develop a Vision to establish a sustainable implementation plan that promotes the economic advancement and well-being of women and families in Cochrane and surrounding areas**.

Background

"Let's Touch the Skies" report is based on a Gender Based Analysis (GBA) to examine the relationship between women and economic security within the Town of Cochrane and Western Rocky View County. The GBA was initiated by Cochrane Society for Housing Options (CSHO) along with Cochrane FCSS and funded by Status of Women Canada. The project team of Lets Touch the Skies gathered qualitative and quantitative data to understand the economic and social barriers faced by women in the Region. Based on this research, the project team provided recommendations to promote economic advancement of women and families in the region. The Funder, Status of Women, Canada has a specific requirement that a community based committee oversee the implementation of the recommendations.

The Implementation Steering Committee is to focus on prioritizing the recommendations into a sustainable action plan and defining a strategy to implement the action plan. The Committee is dedicated to innovation and collaboration to achieve outcomes which will enrich the lives of women and families in the Region.

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Responsibilities

The Committee has the following duties and responsibilities:

A. To be fully informed about the project, recommendations and subsequent initiatives arising from the report.
B. Participate in a Gender-Based Analysis+ training and ensure the implementation plan adheres to GBA+ framework.
C. Understand community strengths, limitations and resources required to support key recommendations.
D. Prioritize recommendations into a sustainable implementation plan with defined project targets and timelines.
E. Provide direction and support to community groups leading the implementation plan.
F. Provide recommendations for financial assistance to groups engaged in implementation.
G. Seek opportunities to create awareness of the issues identified in "Let's Touch the Skies" Report with a commitment to advocate for change within representative organizations and the community.
H. Provide input into the Evaluation of the implementation plan.
I. Evaluate the performance of the committee.

Term

The term of the Committee and its members will be one year.

A. There may be one or more representative members from any one organization, however, each representative organization will have only one vote.
B. A member of the Committee ceases to be a member upon providing written notice to the Committee with reasons for discontinuation.

Budget

The Status of Women, Canada has provided a limited budget to assist with the Implementation Plan. This budget is held and managed by CSHO. The Implementation Steering Committee will have an opportunity to recommend an annual plan aligned with LTTS priorities to CSHO for approval.

Membership

The Committee is comprised of a minimum of Seven (7) and includes representation from community agencies including NGOs and Faith groups , government agencies, the business community and two community members representing the client base.

Officers

The members will elect a Chair and Vice Chair for the Committee. Other duties will be carried out by the administrative team.

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Compensation

Members who have obstacles to participating in the Steering Committee due to any barriers identified in the report may be compensated for mitigating any such barriers.

Specific Barriers for the purpose of this committee meeting will be:

A. Childcare and Transportation
B. Committee members can apply for reimbursement of costs for childcare and transportation based on market rates by emailing a request with the reimbursement amount and receipt to the chair who will forward the request to CSHO for approval and payment.

Meetings

A. The Committee will meet a minimum of 4 times for the term at a pre identified time and venue.
B. A simple majority of Committee members constitutes quorum for voting purposes.
C. Voting may take place by show of hands or closed ballot.
D. Each representative organization will have one vote although there may be multiple representatives on the Steering committee.

Satellites

Specific working satellites committees may be established to implement key recommendations such as:

Public Policy
Workplace Culture
Adult Literacy
Primary Prevention
Hub-Coordination of Services
Domestic Violence
Community Fund

Authority and Accountability
A. The Committee will be accountable to CSHO and report to CSHO and Cochrane FCSS quarterly on the progress of the implementation plan.
B. The Committee may engage external experts on a periodic basis to assist them with their work as approved by CSHO and Cochrane FCSS.
C. The Committee will annually review its terms of reference and recommend changes as necessary.

Let's Touch the Skies
Status of Women Canada Project- Cochrane

Project Team

CSHO holds the contract and the budget with the Status of Women Canada to conduct the GBA analysis. CSHO has partnered with Cochrane FCSS to conduct the GBA analysis and implement the recommendations from the GBA report.

The Project Team of "Lets Touch the Skies" consists of:
Corinne Burns- Housing Coordinator-CSHO
Annemarie Tocher-Resource Centre Coordinator, Western Rocky View FCRC
Melissa Engdahl-Family Support Worker, Western Rocky View FCRC
Ravi Natt- Project Consultant

A. Corinne Burns is responsible for the budget and will file all required financial reports to Status of Women Canada.
B. Corinne Burns and Annemarie Tocher will jointly oversee the work of the "Lets Touch the Skies" Implementation Steering Committee and ensure it is meeting the implementation deliverables for the Status of Women Canada. Annemarie Tocher will file all required progress reports to the Status of Women, Canada.
C. Melissa Engdahl will provide administrative support to the Implementation Steering Committee along with any required research and duties assigned by the Implementation Steering Committee.
D. Ravi Natt will support Satellite Committees to develop a sustainable framework for implementing the recommendations and any other duties assigned by the Implementation Steering Committee.

Let's Touch the Skies
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Steering Committee Membership

Steering Committee Members	
Organisation	**Sector**
CSHO	Housing
Cochrane Community Health Centre	Health
Town of Cochrane	Govt
Town of Cochrane	Govt
RV School Division	Education
RV School Division	Education
Bow Valley College	Adult Education
Walmart	Business
Chamber	Business
Seniors Forum	Seniors
RCMP	Enforcement
Boys and Girls Club	Youth
Youth	Youth
FCSS Cochrane	Social
Community member at large	Social
Catholic Calgary Immigration Society	Social
Cochrane Faith groups	
Satellite Working Groups	
Adult Literacy	
Public Policy	
Domestic Violence	
Workplace Wellness	
Hub	
Project Team	
CSHO	
WRVFCRS	
WRVFCRS	
Equipoise Management Inc	

Let's Touch the Skies
Status of Women Canada Project- Cochrane

February 4-ISC Minutes

Let's Touch the Skies
Implementation Steering Committee Meeting
Feb.4, 2014 Meeting Minutes
Dinner at 6:30
Meeting 7:00-9:00pm

Attendees:
Katie Koob- Youth Representative
Jill Bilodeau- Boys and Girls Club,
Robyn Collier- Community Member
Laureen Bruce- FCSS board
Brad White- RCMP
Della Robertson-Seniors Representative
Glen Sine- Cochrane Society for Housing Options (CSHO)
Rose Plante- Cochrane Community Health Centre & CSHO,
Shauna Cox- Bow Valley College,
Luciana Fernandez- Catholic Calgary Immigrant Society
Suzanne Gaida- Town of Cochrane
Colleen Munro- Rocky View School Division
Nikki Neave- Rocky View School Division
Fiona Gilbert – Rocky View School Division
Chelsea Jackson- Education Satellite-
Susan Flowers- FCSS
Annemarie Tocher- Resource Centre, LTTS Project Team
Ravi Natt- LTTS Project Team
Melissa Engdahl – Resource Centre, LTTS Project Team
Wendy Farnsworth, Resource Centre, LTTS Project Team
Regrets: Corinne Burn-CSHO
　　　　Krista Spensley- Chamber of Commerce
　　　　Sean Gaudet-Walmart

6.30-7pm Dinner

7pm – Welcome and Introductions:
Rose welcomed everyone and announced that she would lead the agenda in Corrine Burns'
absence.
Each person introduced themselves (round table).

Agenda:
The agenda was reviewed and no additions were suggested.

Let's Touch the Skies
Status of Women Canada Project- Cochrane

Project Overview and Mandate:
Ravi presented a power point on the 'Let's Touch the Skies' project summary report, steering committee mandate and responsibilities for implementation plan.
Rose provided project background outlining how the project was initiated by CSHO through a grant by Status of Women Canada, project team and that it is a gender based analysis intended to bring value to women, men and families. Rose also reviewed the next phase, deliverables and LTTS project team will provide support to the steering Committee.

Budget, Terms & Conditions
The Budget was tabled for the next meeting

Election of Chair and Vice Chair.
The floor was opened for nominations. Shauna Cox stepped forward for Chair position and offered to co chair or have vice chair if anyone else was interested.

Review Draft Terms of Reference.
- Committee members reviewed the draft document and had the following suggestions:
- Under Compensation- Change "will" be compensated to "may"- Susan Flowers
- Clarity around Voting-Fiona Gilbert
- Add organisation she represents to the list of members- Luciana Fernandez
- Membership states up to 15 members currently have more than that, change to more members or remove maximum.-Glen Sine
- Inquiry if members are missing- Glen Sine. Ravi confirmed Walmart, Chamber and Faith representatives were invited but could not attend.
- Della Robertson inquired about the GBA training. Annemarie will provide training at the next meeting, she also stated The Status of Women (federal government) provides GBA training on their website. She will review best practice models and report back.

Presentations by the Satellite Leads
Public Policy- Suzanne Gaida: Town Policies will be reviewed to make sure they are not currently hindering the economic security of women. Working with Calgary to observe what they're doing.

Domestic Violence- Annemarie Tocher: Domestic Violence impacts economic security for women in Cochrane, no different than other communities in the province. In our community, there are currently no specialized services for victims of DV. We do have a Domestic Violence Treatment Program for men, which was started as a pilot, in 2011, in partnership with Sheriff King Home (Calgary based DV services). FCSS was approached to take on leadership and administrative responsibility for this program in spring 2013. Alberta Health Services funds this program and partners in the DV Treatment Steering Committee are: the Crown Prosecutor's Office, Community Corrections (Probation), RCMP, Victim Services of Cochrane and Area, Cochrane Mental Health and Addiction, FCSS and Sheriff King.

Let's Touch the Skies
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Cochrane requires a "Collaborative Community Response to Domestic Violence" which would include public awareness raising campaigns, professional education for all front line service providers, crisis services, as well as outreach support and counselling for victims of DV. To this end, on behalf of the Treatment Steering Committee, the Resource Centre (FCSS) submitted a Letter of Intent to the Civil Forfeitures Fund (Grant) to support the development of a community plan and related services. The decision to invite full applications to the Civil Forfeiture Fund will be made by end of February. Depending on the outcome of the Letter of Intent, the DV working group may approach the LTTS Steering Committee to cover costs related to the creation of a community plan and/or the creation of enhanced coordination/ collaboration processes and tools between current partners.

Workplace Wellness- Rose Plante: Cochrane Addiction and Mental Health have a specific mandate but are interested in exploring 2 areas.
1. Providing resources and training to natural leaders. Those people who other feel safe to seek out.
2. Leadership Conference; what brings these people into a leadership role. AHS to provide skills.

Discussion:
- Della Robertson inquired: What about health as an identified issue? What can we do to help a single mother who gets sick, has the flu or surgery? Do we have representation from Health Services (not only mental health but physical health)?
- Ravi Natt: We have invited representation from Cochrane Community Health, talked about education for employers regarding benefits, and we're aware of supports through faith communities. The steering committee may look at general health and make recommendations.

Coordination (Hub) Ravi Natt: Ravi referred to the story of Janelle to highlight the need to coordinate services to assist any one individual who may have a multitude of social determinant impacts. She stated that although an informal framework of referrals and coordination exists, there isn't a formal framework. Coordination of services can start with the Blue building which houses a number of agencies and eventually look at a bigger space to accommodate community agencies which can be situated together to provide easier access for clients. She stated that examples of Hubs exist in other communities and will provide an outline at the next meeting.

Adult Literacy-Chelsea Jackson: Presented a power point on the Education Satellite, vision and idea sheet. "Bridging People to Employment"
Idea Sheet:
- ❖ Enhance partnerships and awareness of current services and support for education
- ❖ Specific program deliver
- ❖ Dual Credit opportunities
- ❖ Education Hub (a place or a person)

Let's Touch the Skies
Status of Women Canada Project- Cochrane

Discussion:
- Katie Koob: What about the down town Community learning Centre for a hub? Funding opportunities?
- Laureen Bruce: Have you approached the Community Learning Center to see if you could set up there?
- Chelsea Jackson: It's only open during school hours (K-12). Evening hours are needed for adults. The learners prefer to be somewhere else (Eg. Library)
- Nikki Neave: Biases -it is located beside the court house and is looked upon as the place where the kids who are in trouble go. Change the image of the Community Learning Centre.
- Colleen Munro: Community Learning Center is considered an Alternate School and is run like a regular school up to age 21. It can be for kids who don't have time for regular school do to athletic, etc. Albert Education will fund student up to a certain age.
- Glen Sine: I like the hub ideas. Bridge the organizations. Government organizations (School board) need to work together to service the people.
- Della Robertson: The tax payers spend so much money on schools that close after 8 hours. We have the space and amenities for adult learners at these schools. We should be using them.
- Nikki Neave: Cochrane is a place filled with innovators. We can make this change.
- Shauna cox: Adult education - it's not a lack of interest, it's the barriers (childcare, transportation, funds….) How do we break through these barriers so we can bring more programs to this community?
- Chelsea Jackson: In conclusion, I hear we focus on a hub.

Round Table
- Laureen: Only 4 meetings, for the steering committee to attend, seem very few for such a large mandate.
- Ravi: Clarification - 4 meetings minimum.
- Glen: We need to build on the mandate. Set our priorities, goals and targets. When is the next meeting?
- Shauna: Do evenings work for everyone? I will email everyone and discuss dates for the next meeting.

Meeting adjourned at 9.45pm, Rose thanked everyone for attending.

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Let's Touch the Skies

Status of Women Canada Project- Cochrane

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March 12-ISC Minutes

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Let's Touch the Skies Steering Committee Meeting (2)

March 12th, 2014
6:30-8:30pm
Location: FCSS Building, Cochrane
Document Prepared by Melissa Engdahl
Next Meeting: March 27th, 2014- 630-8:30

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Attendees: Katie Koob- Youth Representative

Robyn Collier- Community Member

Brad White- RCMP

Rose Plante- Cochrane Community Health Centre & CSHO,

Shauna Cox- Bow Valley College,

Suzanne Gaida- Town of Cochrane

Tara McFadden- Town of Cochrane

Nikki Neave- Rocky View School Division

Fiona Gilbert – Rocky View School Division

Annemarie Tocher- Resource Centre, LTTS Project Team

Ravi Natt- LTTS Project Team

Melissa Engdahl – Resource Centre, LTTS Project Team

Absent: Colleen Munro- Rocky View School Division, Luciana Fernandez- Catholic Calgary Immigrant Society, Glen Sine- Cochrane Society for Housing Options (CSHO), Della Robertson-Seniors Representative, Jill Bilodeau- Boys and Girls Club, Laureen Bruce- FCSS board, Krista Spensley- Chamber of Commerce, Sean Gaudet-Walmart, Cathy Bergquist- Cochrane Faith Groups

Call to meeting by Shauna Cox at 6:33 pm

1. Welcome and Introductions by Shauna Cox

2. Approval of Agenda & Minutes

Agenda was reviewed and additions as listed below were reported and accepted.

- ❖ Budget item moved to point 5 of Agenda items
- ❖ Presentation on project logic model and vision was moved to item 6.
- ❖ Sub point a. timeline was added to item 6.
- ❖ Item 7. *Process for Satellites* and sub point's *a. Information required by SC*, and *b. Reporting format was added to agenda.*

Approval of Minutes from previous meeting. Approved Nicki Neaves (1) Rose Plante (2)

Let's Touch the Skies
Status of Women Canada Project- Cochrane

3. Review Terms of Reference- **Shauna Cox**

Reviewed terms of reference and proposed additions as follows:

- ❖ remuneration for barriers (child care etc.) approved
- ❖ frequency of meetings
- ❖ quorum establishment raise of hands or voice
- ❖ project team definitions rules and responsibilities of team members (attached document)
- ❖ external evaluator for appraisal of project

Discussion Points:

- ❖ Discrepancy of wording in the terms of reference regarding the term "sub-committee".
- ❖ confirmation that the document should read "satellites" and that it would be changed.

Approval of additions to Terms of Reference Tara McFadden (1) Brad White (2)

Action: Correction of term "Subcommittee" to "Satellite" in the Terms of Reference to be completed by **Ravi Natt** before March 15th, 2014

4. Gender Based Analysis Training – Annemarie Tocher

Power point handed out to group

- ❖ Annemarie discussed importance of the GBA framework for the work that the project does moving forward and its use in the LTTS project during the initial stage.
- ❖ May not fit for all the work that we do but should apply it when appropriate.
- ❖ History of Gender Based analysis,
- ❖ Sex vs Gender. Sex being biological and gender being social in context.
- ❖ Definition of GBA
- ❖ GBA in Canada 1981 UN convention on the elimination of all forms of discrimination against women (CEDAW)
- ❖ In 2009, Auditor General found uneven implementation of GBA to effectively influence policy and decision-making.
- ❖ This audit birthed the Department Action Plan

Discussion Points:

- ❖ The Steering Committee requested examples of gaps or issues that this audit revealed.
- ❖ Annemarie- spoke to some immigration, and parental leave examples, EI specific on maternity leave as well. Annemarie explained that this Department Action Plan looked at worldwide best practice. The group was encouraged to think of examples within their own lives where a GBA + perspective may have made a difference, Assumptions skewing vision or prevent asking questions. No examples came forward. Annemarie shared her example of her early years with CASA regarding an assumption that they had made on their intake process.

Let's Touch the Skies
Status of Women Canada Project- Cochrane

Annemarie invited questions from the group

❖ Definitions of what GBA and GBA plus – is the plus is a catch all for the rest of the systems beyond gender.
❖ Annemarie explained some of the assistance GBA+ gives to assessing barriers that are getting in the way.
❖ Tara McFadden gave example when the town is looking for volunteers in Cochrane there is maybe a lack of parents as volunteers because maybe the cost of babysitters and busy lifestyles discourages involvement.
❖ Melissa- gave example of the importance of using the GBA+ for targeted policy development and not to just identify barriers.

7:15 Shauna introduced new attendees who had arrived during the GBA+ training :Ravi Natt, Fiona Gilbert, Katie Koob, and Robyn Collier

5. Budget -Corinne Burns

Corinne-reported the project has officially one year left and the remaining money now goes towards implementation of priorities as identified by the Steering Committee. These items include items such as staffing, legal fees, supplies. It is the requirement of the funder that this direction now needs to come from the community via the Steering Committee.

Main Discussion Points:

❖ Request for the total amount initially received and what is remaining of the grant
❖ Corinne -270,000.00 and over half of the funding is left. The Project Team wanted to make sure that there was a large amount left for this leg of the project to be able to put dollars towards activity that creates sustainability and gives the SC as much room to move as possible. Corinne invited Annemarie to comment on Status of Women.
❖ Annemarie- The funding will support any activities and expenses that assist with collaboration and mitigating systemic barriers. Status of Women focused on the idea of coordination of services as the most supported recommendations as we move forward. We don't have to be super detailed with the funder on this but need to give them some sense of the types of activity that we want to spend this money on. For example, in 3 of the 5 areas such as Adult Education, DV and Hub there is tool development potential to assist with the coordination of services, such as legal agreements, MOU's, protocol development, information sharing agreements, etc. to help us work through partnerships to be support clients.
❖ Corinne- They will want to know how we will create a lasting impact when these dollars are no longer available. The funds cannot be used to support projects where other funding/resources are already available. Eg. We cannot hire another Community Resource Worker to help with additional work. We cannot create a position such as this, as there are no dollars available for service delivery.
❖ Is there any room for capital contribution?

❖ Annemarie- Some small operational items were included in the original budget for things like a computer, furniture etc. but, the dollars are not meant to be spent on major capital items. If there was something that the SC really felt a need for, we can have a conversation with the funder about that.

❖ Further clarification occurred on parameters of the funding dollars use for the Steering Committee

6. Presentation on Logic Model and Vision by Shauna Cox

Shauna Cox introduced draft logic model for the project as where the SC is really stepping in now. Would like to get this approved so we can move into some goals and actions to move forward.

❖ Based on the research we have a report with recommendations
❖ Goal of Economic Security for Women from the funders cannot be adjusted
❖ Proposed goal of enhanced coordination as favorable by Status of Women

Shauna invited Melissa to explain the process with the satellites and Steering committee

Main Discussion Points:

❖ Further clarification on the logic model: Based on the proposed program goal as the guiding principle for the satellites, Shauna proposed a framework for the satellites to utilize to gather more specific information that the SC will require for the next step. We would hope to establish this ASAP with the satellites to have this information for the SC and Satellite leads to participate in a critical analysis to establish the key activities of the project.

❖ Further clarification on the reasoning behind the formation of specific satellites was requested by Katie K. and provided by the project team including momentum of existing groups, common themes across groups (childcare), and the impact of many of them being federal/provincial policy issues (housing, transportation and childcare)

❖ Shauna pointed out that the policy issues provided by the current political climate is a great opportunity for us to position ourselves as a community to anticipate this and prepare.

❖ Geographical area was raised and clarified as Western Rocky view although the report speaks specifically to Cochrane and Ravi mentioned in her presentation to the Rocky View FCSS board that they have a need for rural applications of the report as well.

❖ Importance mentioned of us ensuring that we are linking recommendations to the project.

❖ Motion made by Shauna Cox to determine the vision for this project tonight. We need to decide if we are accepting this program goal as it is proposed.

❖ Further discussion established a motion to:

✓ incorporate the GBA+ into the vision/goal by the SC;
✓ wording changes from women to family and
✓ community supports to community services.

Motion - for the Program Goal to be "Using a Gender Based analysis plus system to enhance coordination of community supports to support Families economic security."

Motion Resolved

Action: To change the program goal in the Logic Model for the Project to reflect the wording described in the motion by **Melissa Engdahl** by March 15th, 2014.

7. Process for Satellites- Shauna Cox

Using the GBA plus analysis program goal, what specific information does the SC need for us to gather from the satellites?

Main Discussion Points:

❖ Some examples were given by Project Team and a common process was established as a requirement for the SC to work with.
❖ Shauna led the group through a problem tree process she had researched. Shauna describes the problem tree process. (Cause and effect chain, hierarchy, etc.)
❖ Example of education committee
   Identify 5 problems
   students cannot get to class /buy a bus, develop handibus partnership / resources?/ timeline?
❖ Information given on the community's index, possible gaps or additions that the SC may uncover in this process and for the SC to be familiar and grounded in the reports information. Project team clarified that the Status of Women were looking for 1-2 items for implementation.

Motion: For the use of the Problem Tree example by Shauna as the framework for the Satellites to generate specific reports for the Steering Committees next meeting.

Resolved: group agreed to Problem tree framework for satellites

Action Item: Problem Tree Framework/template to be developed as a working template for the satellites to create report. **Education Committee** will develop and pilot the process by March 21st, 2014.

Action Item: Distribution/Facilitation of Problem Tree Template to Satellite groups by **Project Team and Shauna Cox** prior to the next SC meeting.

8. Next steps- **Shauna Cox** requesting a date ASAP to meet the timeline.

 Next Meeting: 27th of March 630 to 830.

9. Adjournment - Meeting called to close by Shauna at 8:31pm

Let's Touch the Skies
Status of Women Canada Project- Cochrane

March 27-ISC Minutes

Let's Touch the Skies
Implementation Steering Committee Meeting
March 27, 2014 (6:30-9:00pm)
Cochrane FCSS Building
Minutes prepared by: Wendy Farnsworth

Attendees:
Shauna Cox (Chair), Katie Koob, Laureen Bruce, Luciana Fernandez, Suzanne Gaida, Tara McFadden, Fiona Gilbert, Chelsea Jackson, Corinne Burns, Annemarie Tocher, Melissa Engdahl, Susan Flowers, and Wendy Farnsworth
Absent: Colleen Munro, Sean Gaudet, Jill Billadeau, Cathy Bergquist, Glen Sine, Della Robertson, Nikki Neave, Brad White

1. **Welcome & Introductions:** Shauna welcomed everyone and each person introduced themselves (round table).

2. **Review & Approval of Agenda**: The agenda was reviewed. No changes suggested and it was approved (Corinne).

    ❖ Corinne thanked Melissa, Annemarie and Shauna for the work the time and work they put into this meeting.

3. **Review & Approval of Minutes:** Shauna tabled the review and approval of minutes of the March 12 Steering Committee Meeting.

4. **Logic Model Review:** Melissa and Annemarie did a review of the Logic Model and pointed out the wording changes.

    ❖ The changes were approved (Katie) and second by (Laureen).
    ❖ Melissa will send (email) everyone an updated copy.

5. **Satellite Presentations:**
    The Satellite Leads presented to the group:

    a) Chelsea presented **Education and Training** (see orange page).
    Suggestion: We use the word 'Learner' instead of 'student', which sounds more inclusive to people of all ages (Fiona).

    b) Suzanne presented **Public Policy** (see purple page). This is the year for advocacy.
    Reminder: we will figure out the resource piece later.

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c) Annemarie presented **Domestic Violence** (see red page).
Reminder: there are funds (proceeds from crime) available to support DV services across the province and Annemarie has applied for these dollars.
Question: Why can't Cochrane Mental Health advertise their services? (Susan F).
Answer: Their services are expanding and they are now accepting a larger range of issues. Annemarie and Tara have had conversations and Tara is looking into this.
Question: Do people go to FCSS with DV issues? (Katie).
Answer: Yes, they do. FCSS/Resource Centre no longer has a dedicated DV person on staff; therefore the number of people we are helping is less than we could have if we had clear, specific DV support. Eg. Melissa refers clients affected by DV directly to the supports and people she knows who have a DV background even though they are not advertised as such. As do many service providers in the community.

d) Suzanne and Annemarie presented **Workplace Wellness** (see light green page).
Suzanne explained the Community Helpers program, which is one of the initiatives being implemented within the province by the Alberta Suicide Prevention Strategy. It was launched in 2006 and provides a model to train natural helpers for community capacity building related to the issue of youth mental health promotion, reducing stigma by increasing community knowledge on mental health issues and improving interventions for those at risk. There is a 2-day training session coming up in Canmore on May 5 & 6th.
Comments:
  ❖ Help employers see the win.
  ❖ Lower income earners still struggle with getting time of to tend to sick children, no sick pay.
Positive Resources:
  ❖ WestJet Manager of Culture – Joanne Luskow
  ❖ Economic Development – Mike Korman
  ❖ AB Human Services and Bow Valley College connections

e) Annemarie presented the **HUB** (see light pink page).
Comments:
  i. Single point of entry. One stop shopping, so that people do not need to retell their story several times.
  ii. More collaboration between workers.
  iii. FCSS seems to be acting as a hub (Budding hub) – can we be more strategic and have more services and agencies under one roof?
  iv. Possibility of a virtual hub if a physical hub (under one roof) doesn't happen. Better work relationships, information sharing, and protocols.
Question: Can we get Cochrane Employment Services involved? (Susan F)
Answer: Yes, Michelle, the new contact. I believe they would be happy to get involved. Michelle is reaching out to the community. She is presenting a Summer Job Search session at Cochrane High and advertising it in the Community Support e-newsletter.

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Question: Who are we writing these information sheets for? The language is difficult to understand. (Tara)
Answer: The information is for us (the Steering Committee) and we will re-word and change the language so it speaks to everyone, not just the social workers.

f) Annemarie presented **Primary Prevention** (see yellow page). We haven't had a group work on this specifically. There were some conversations with Greg Roberts (Rocky View School) regarding current and emerging training for teachers and focus within the schools as well as current issues facing students. Greg's experience/knowledge of wraparound services was acknowledged and utilized by the project team for the purposes of this project.

Comments:
    i. Kids are still falling through the cracks.
    ii. Shauna mentioned the Youth Homelessness Coalition (Boys & Girls Club of Cochrane and Area).
    iii. Corinne & Susan spoke about the Roots of Empathy program for the schools as a solution to the EC Map research findings. The program is also an anti-bullying strategy. Kim (PLC) is accessing funding.

g) Susan presented **Community Fund** (see blue page) since Ravi is away. Identify the needs, find funds and address the needs (can you expand on the description of what community fund is about? We currently have a small amount for instrumental needs at FCSS. The money comes from the Activettes, Home Treasures and the public (E.g. Probation fines, donations, etc.). Perhaps this money could be expanded for social change, not just individual need.

Comments:
    i. It would be nice to have a large pot of money with some flexibility and enough to start larger projects (locally driven). e.g. Childcare, Housing, etc.
    ii. Sponsorship – Social Needs Coop (Tara)

Question: Who would hold the funds? Who would sit on the committee?
Answer: It could be a partnership involving several groups (1 person from each group sits on the committee).
    iii. FCSS has not been given an increase from the province. Please advocate for more money because we are so limited. There has been no increase since 2008. (Susan F.)
    iv. Tara suggested that Susan present a clear 'ask' to the province, for the FCSS money. Tie the request to 'growth'.

6. **Reflection Time**: The group was asked to take time to think (process) about the ideas. They were asked to use sticky notes to write down anything missing, additional solutions and post them on the wall.

7. Break

8. **Group Exercise** – The group was asked to go up to the wall move the sticky notes around. Categorizing the notes into common areas. After several minutes, new groupings/categories were created and the committee named them.

   Each person was then given 3 sticky notes and was asked to write down the top three priorities as they saw them.
   There was a tie between Business Forum, DV Coordination Response and Childcare. A second vote was held amongst these three and DV Coordination won the tie breaker by 1 vote.

<u>Categories</u>	<u>Priority Votes</u>
Coordination of Social Support Systems (Wrap around services)	7
Prevention & Intervention in the Education System	5
Housing Forum (Stakeholders)	3
Business Forum	4
Domestic Violence Coordination Response	4
Transportation	2
Childcare	4
English Language Learning (ELL) – High school tutoring program	
Town Policies	2
Community Helper Program	2
Community Fund	
Poverty Reduction Strategy / Living wage	

   The groups top priorities:

   1. **Coordination of Social Support Systems (Wrap around services)**
   2. **Prevention & Intervention in the Education System**
   3. **Domestic Violence Coordination Response**

9. **Next Steps:**

   a) **Additional Information required**
   Emerging issues - Be mindful of women who have disabilities, who are seniors, who are immigrant.

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Question: Were these minorities interview in the Lets Touch the Skies project.
Answer: Yes, women who had physical health issues and mental health issue were interview, as well as senior and immigrant women.

Comments & ideas:

- ❖ Be mindful of the language going forward
- ❖ The Chamber may not be in a position to be involved as a stakeholder, as they are not a policy organization at this time. (Tara)
- ❖ Bring together the 'Order of Cochrane' recipient as a knowledge group. (Tara)
- ❖ Continue thinking about and working on the problems and solutions even if it does not fit into the plan.(Shauna)

Status of Women Canada Criteria for Prioritizing and Approving: (Annemarie)

- ❖ Focus on change / improving systems
- ❖ Does not fund / approve activities that can be funded by another source
- ❖ Are there any common themes in funding? If yes, is there one or two we can work on that would impact more than one issue?
- ❖ What is do-able in a 'one year' time frame?
- ❖ Is it sustainable after completion? (Long lasting / Legacy)

Annemarie's request: write down your top 3 ideas of the 12 new groups.

Suzanne elaborated on this request and proposed that the satellite groups come up with an action plan given the new information (Grouping & Priorities). All agreed.

Action Item: Project team & Shauna Cox will create a framework to gather action items from Satellites based on the newly established 3 priority areas.

Action Item: Satellites to Submit input to the group by April 17

Action Item: Annemarie will write the Community Plan with Ravi's help and distribute to the Steering Committee for review by April 22. All Agreed.

Shauna thanked everyone for coming and participating.
Next meeting - to be confirmed.

b) **Adjournment** -Meeting closed - 9.08pm.

Let's Touch the Skies
Status of Women Canada Project- Cochrane

Let's Touch the Skies Project Vision:

Using a Gender Based analysis plus system to enhance coordination of community supports to support Families economic security in Cochrane & Area.

Problem Tree:

A problem tree identifies the negative aspects of an existing situation. The negative situations of the problem tree are then converted into solutions, expressed as positive achievements. These positive achievements are prioritized, and become the project objectives.

Steps to Building a Problem Tree:

Each satellite thinks of 10 problems statements related to their area of focus.

> *Example:*
> 1. *Low-income students in Cochrane are unable to get to Calgary to attend education classes.*
> 2. *Low enrollments in locally delivered adult education programs*
> 3. *Low-income students can't afford post-secondary education fees*
> 4. *Low-income students are struggling to balance family life with education commitments*
> 5. *Limited or no access to pre-employment supports and training*

After 10 problems have been identified, each group is to identify potential solutions that involve enhanced coordination of community supports.

> *Example:*
> 1. *Develop a transportation partnership that will subsidize low-income students*
> 2. *Adult education providers develop a coordinated program and workshop schedule, provide referrals, and partner with the Town to have these programs available with the Town's registration system.*
> 3. *Develop a Town of Cochrane bursary fund to assist with fees and financial emergencies for low-income community members*

Each satellite to choose 5 priorities and create a table that outlines the following:

Define the problem	Identify potential Solution	Resources Needed	Time Frame
1.			
2			
3			
4			
5			