

TOWN OF COCHRANE
Community Service

COCHRANE FAMILY & COMMUNITY SUPPORT SERVICES ADVISORY BOARD

MINUTES

DATE: February 6, 2019
TIME: 7pm
PLACE: The 'Stable' Meeting Room, Cochrane FCSS

Chairperson & United Way Rep: Margaret Stevens
Vice Chairperson & Rural Rep: Rick Lancaster
Town Council Rep: Councilor Marni Fedeyko
Members: Lyle Balmer
Jill Ransom

FCSS Staff: Kim Krawec, Manager, FCSS
Cindy Adekat, FCSS Coordinator
Cory Lahoda, Administrative Assistant

Regrets:

Start: 7:06pm

- 1. Call to Order – Margaret Stevens, Chair**
 - (a) Welcome

- 2. Agenda**
 - (a) Agenda Additions/Deletions
 - (b) Adoption of the Agenda

MOTION: Moved by Rick Lancaster and second by Jill Ransom, that the FCSS Advisory Board adopt the Agenda for the February 6, 2019, Regular Board Meeting. All in favor.

CARRIED

- 3. Adoption of Minutes from Previous Meetings**
 - (a) January 9, 2019 – Regular Meeting

MOTION: Moved by Jill Ransom and second by Rick Lancaster, that the FCSS Advisory Board adopt the Minutes from the January 9, 2019, Regular Meeting. All in favor.

CARRIED

4. Delegations/Committee Reports

- (a) Town Council Report – Councillor Fedeyko (verbal)
- i. There has only been one Council meeting so far this year, and FCSS presented the grant recommendations at it in January. All was approved and the format was appreciated.
 - ii. The bridge naming is ongoing. They have shortlisted down to 11 names and have asked for an explanation or definition behind the names. If a name is chosen that they need to get approval from a body, organization or family, they will look at it at that time. The public will get to vote on the name.
 - iii. Sunset Ridge is planning to move forward into their Stage 3 development. There are some access concerns, but it will likely get tied into the Provincial election. We will let everyone know when we get more clarification. There have also been concerns about the Home Owners Association (HOA) fees. The Town is continuing to work with Melcor Developments as well as a divide between the different development phases, because not all homeowners are required to pay into the HOAs. The Community Association is also working to get momentum and try to bridge the divide.
 - iv. The Parks and Recreation Committee presented their plan for the coming year. Discussed annexation and a possible new sports field area. It would be connected to a school and there would be logistics to determine. They are also exploring possibly hosting a Provincial Games, dog parks etc. They have lots of plans.
 - v. The Tri-site meetings and public feedback were held. They are working on an implementation plan to start. The transit hub section would likely be first. There is lots of unknown with the provincial and federal elections coming.
- (b) Manager's Report – Kim Krawec (verbal)
- i. Older Adults has been a focus for the past month:
 1. Providing a great deal of support to SOTB over the past month. We have worked with SOTB to submit 2 grant applications. One that will help to support their operations and one that involves the creation of a larger strategy for our older adult population. We are also working with SOTB to review and revise policies and procedures (HR & Volunteer). Brenda is also working with SOTB to review safety policies and procedures.
 2. Cindy arranged a presentation from Age Friendly Calgary. Very informative. We will be applying for a grant from Calgary Foundation to being looking at the creation of a strategy to support age friendly work in Cochrane.
 - ii. Indigenous training: Town of Cochrane (SLT and Managers) are taking indigenous training over the next 6 months – monthly workshops. This is a pilot project in partnership with the Rotary Club. The hope is that it will be rolled out to staff over the next year.

1. Shared information on the Blanket Exercise and Language Workshops
- iii. Cydney/Youth Support Worker with the Safe Coach program (youth homelessness program) was featured on CBC radio highlighting supportive roommates.
- iv. Lunch and Learns. One of our areas of focus is to strengthen relationships with other departments through the Town of Cochrane with the goal being two-fold: increasing knowledge and awareness of each other's roles/work and determining areas where our work aligns and identifying how we can work together/support one another.
- v. E-newsletter: In December we moved to an E-Newsletter for FCSS and the Parent Link Centre. We are receiving very positive feedback. This will allow us to track statistics.
- vi. ESS Update – The Town of Cochrane held a mock disaster scenario in January – our team responded very well! Our team is responsible for providing the Emergency Social Services support – in short, we look after the people. We are responsible for opening a Reception Centre and a safe space for evacuees. This has been a difficult area for our team – we are all doing this work of the side of our desks. The Town is bringing in training in March for all areas.

5. New Business

- (a) Confidentiality agreements – Kim
 - i. Kim handed out the 2019 agreements. Everyone signed again and Cory gathered.
- (b) Review Board Member applications – Kim
 - i. Didn't close until Jan 31st
 - ii. Asked that the Board provide their feedback and suggestions to Cory before interviews are scheduled. (your input will be kept confidential)
- (c) Meeting structure discussion:
 - i. 2019 meeting dates
 1. Discussed keeping meetings on Wednesdays but bumping them up to 6:30pm – 8:30pm. Margaret will ensure we end on time.
 2. Kim will put together a schedule for the year, so you know what to expect.
 - ii. Presentations by funded agencies
 1. Hear more about how groups are keeping on trends and meeting the community needs.
 2. Some like to hear stories
 3. Will make sure groups stay on time, 10mins max, they need to keep it brief
 4. Preference is to scatter them throughout the meetings vs. one long meeting of presentations
 5. Prefer no more than 2 or 3 presentations per meeting

6. Good for everyone to listen as things may have changed
7. Remember UW info graphics and tools too

iii. Internal Board reports

1. It was suggested we could put together a one page snapshot each month, maybe with pictures of the staff and focus more specifically on upcoming programs vs. areas. It could be like a take away or presented that night, separate and to the point, only what is really big that month, colourful, attention grabber, media sense. Something that could be relayed back to the community.
2. Kim is planning a meet and greet with the staff in June.
3. We could just send this with the regular board package.
4. We can review this document during the year and adjust as needed.
5. It's also info we can add to our e-newsletter and send to the interagency group.

iv. Review standing items on agenda

1. Agreed to keep the four standing items: Cochrane Cares, United Way updates, Rural updates and Caregiver Support.
2. Discussed adding "Community Issues", that could be a spot to also include community association updates.

v. 'Park'/Bring Forward Items (Marg)

1. Doesn't have to be next meeting but keep it on the list and can address as we have time.

6. Ongoing Business

- (a) Grant Presentation to Council – Update – Margaret/Kim
 - i. Presentation went well. Discussed United Way fundraising and FCSS.
 - ii. Marni also shared with Council that we're focusing more on funding programs vs. whole organizations so we can measure better outcomes.
 - iii. Discussed a few questions.
 - iv. We would like to discuss adding a smaller grant and with a smaller report but we can discussed this at a later date.
- (b) 2019 Cheque Presentation – Kim/Cindy
 - i. Discussed doing a photo with the two big cheques, one for each organization for the full amount. (FCSS & United Way) It's a good opportunity to thank them for the work they do. We can ask Communications to do a media invitation. If media doesn't attend we can submit a blurb to the newspapers as well with a picture.
 - ii. Decided Wed, Apr 3 at 6pm. Then follow up with our regular board meeting.

- (c) 2018 Final Reports – Cindy
 - i. Just a reminder the reports went out a little later so they are not due until Feb 15th. We will email them out once we receive them and there will be a paper copy in a binder available if you're interested in booking a time to come review them.

- (d) Cochrane Cares (Standing Item) – Kim/Cindy
 - a. We are moving forward around the older adult piece and an age friendly community of practice. Isolation and transportation are big impacts on the community. A senior strategy will take 3-5yrs before rolling work out. There's a lot involved in gathering the info and who should be at the table, such as businesses, health, transit, employment, faith groups etc.
 - b. Boys and Girls Club opened "The Club" and referred to the Cochrane Cares report twice in relation to this.

- (e) United Way Update – Margaret
 - a. No update at this time.
 - b. McDonalds has expressed interest in participating in 2019 again, barring any big changes.

- (f) Rural Update – Rick
 - a. Article in paper yesterday about the increase in rural theft. There is the 'Lock it Up Program' and it was in the Calgary newspapers and on the news recently.

- (g) Caregiver Support Update (Standing Item) – Rick
 - a. Rick attended the DOTS Meeting today. At one time we had four trained facilitators, but we're now down to two. Looking at ways to get more people trained and encourage the sustainability of this program.
 - b. The committee is a good group involving FCSS members, Alzheimer's Society, local pharmacists, Primary Care Network and more.
 - c. We asked previously if we could do a train the trainer model but they won't allow it. We had low registration in the fall and had to cancel it, so we're hoping to run the spring session. We need an advocate for this program as there are people on the list who didn't want to travel to Calgary for it and are waiting for the next Cochrane option. The problem with the training is it's sporadic and they don't give a lot of notice. It's also an intensive 2-3 days of training.
 - d. Cindy shared they are reviewing with the DOTS Committee, who's involved and what's their role and capacity to take on tasks.
 - e. Marg and Cindy will connect about the Hospice Society.

7. Round Table Items

- (a) Board members information sharing
- a. Jill shared there have been some changes at the Cochrane Alberta Works office. The front person will be changing some and Jill has been trying to get them up to speed on resources available in Cochrane.
 - b. Marni shared an initiative she's working on with others to put together a 'prom experience' for each school. It will include gift certificates for clothing, hair, make up, facials and photographs. They are doing it through Scatter Kindness. It will be picked by the administrators and they are looking for youth who are kind in school, volunteer and promote community building. It has nothing got do with income. The youth selected can be boys or girls.
 - c. Lyle shared he has been part of the Seniors Tea committee is honoured to participate, but also offered it up if anyone else was interested. There's a meeting coming up on Mar 13th. Cindy shared the event may look a little different this year as Brenda is now organizing it. They are exploring their options.

8. Correspondence

- (a) None

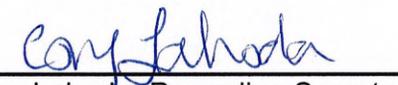
9. Next Meeting: March 6, 2019, 6:30pm

10. Adjournment: 9:03pm

Apr 3, 2019
Date


Margaret Stevens, Chair

Apr 3, 2019
Date


Cory Lahoda, Recording Secretary