

Pincher Creek and District



FCSS Family and Community
Support Services

Box 2841, Pincher Creek, Alberta, T0K 1W0 Telephone 403-627-3156 - fcss@pinchercreek.ca

FCSS Board Meeting, February 18, 2020 – Council Chambers 6:30 PM Agenda

- 1.) Call to order: 6:30 PM**
Confirmation of Quorum
- 2.) Approval of Agenda**
Motion 12 / 237
- 3.) Approval of Minutes of January 20, 2020**
Motion 12 / 238
- 4.) Financial**
 - a.) Surplus remaining in grant fund. (\$32,923.00)
 - b.) Audit preparations
- 5.) New and on-going Business**
 - a.) Social Needs Assessment – focus groups - review
 - b.) Huddlestun Seniors Centre Society
 - c.) Community Information Night - Displays
 - d.) Food Bank
 - e.) Volunteer Coordination
 - f.) Family Centre Manager Job Posting (continuation)
 - g.) Community Foundation of Lethbridge Social Innovation Fund
 - h.) FCSS Directors Conference May 6-8 Lethbridge
 - i.) Outcome Measures reporting deadline
 - j.) Performance appraisal
- 6.) Date for Next Board Meeting – March 16, 2020**
- 6.) Adjournment**

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FCSS Board Meeting, February 18, 2020 – Council Chambers 6:30 PM **Minutes – signature copy**

Board Members present: Kathy Verhagen, Mary Kittlaus, Don Anderberg, Bev Everts, Roxanne Debroux

Absent with regret: Alice Wagenaar, Stephanie Smith

Staff Present: David Green

1.) Call to order: Kathy Verhagen called the meeting to order at 6:35 PM

Confirmation of Quorum: a quorum was present

2.) Approval of Agenda

Motion 12 / 237 / Kittlaus

That the Agenda be approved as amended to include a report regarding the King Edward Hotel fire.

Carried

3.) Approval of Minutes of January 20, 2020

Motion 12 / 238 / Everts

That the Minutes of the January 20, 2020 meeting be approved as circulated.

Carried

King Edward Hotel Fire Report: David provided a brief report describing the FCSS role in the Emergency Reception Centre during the fire incident. 17 people were evacuated, but only 14 registered through the Reception Centre. Extra volunteers were not required at the Reception Centre. Don reported that Emergency Operations Centre functions went very well for the duration of the incident. The Board will receive the complete report once it has been completed by the Director of Emergency Management.

4.) Financial

a.) Surplus remaining in grant fund. (\$32,923.00)

- b.) Audit preparations: The Auditors will be back to review the necessary documents during the first week of March.

5.) New and on-going Business

- a.) Social Needs Assessment Focus Groups: David reported that the six Focus Groups (Councillors, Seniors, Interagency Group, Youth, Health and Medical Professionals and FCSS Board and Funded Agencies) were successful. A total of 81 people participated. The Consultant will be summarizing results and presenting the final report by the third week in March. This is the last phase of the Social Needs Assessment (the Surveys and Interviews were completed earlier).
- b.) Huddlestun Seniors Centre Society: As a result of the Social Needs Assessment for Seniors session, David has been asked to review the Bylaws of the Huddlestun Seniors Society and to facilitate another meeting with the group to determine a go-forward plan.
- c.) Community Information Night: The Board was reminded that the annual Community Information Night is scheduled for March 26 at 6:30 in the Town Hall Gym. FCSS will have a small display illustrating the funding structure, the provincial FCSS statistics and funding eligibility guidelines.
- d.) Food Bank: The following announcement has been placed on the Town and MD Websites:

Friday February 7, 2020

The Pincher Creek Food Bank announced yesterday that the doors to the food bank will be closing as of March 31, 2020. Emergency hampers will continue to be available by appointment. Residents requiring hampers are asked to arrange collection directly with Vertical Church. Current users of the food bank are being notified of the changes and provided with contact information (contact phone: Chris Ney 403-904-0021) Please note, the Town and M.D. of Pincher Creek are only two of many financial contributors to the Pincher Creek Food Bank.

We recognize that there are local residents in need. Options for our residents are being researched and updates will be provided as they become available.

- e.) Volunteer Coordination: A suggestion was made during the Social Needs Assessment Focus Group sessions that the community requires a Volunteer Coordinator. The Board discussed the pros and cons of such a position. At the present time, FCSS resources would not accommodate the demand.

- f.) Family Centre Manager Job Posting (continuation): The position remains unfilled because of the uncertainty of core funding to the organization.
- g.) Community Foundation of Lethbridge Social Innovation Fund: This process is about to enter Phase Two for "Investment Readiness Projects". To date, FCSS has not received any information related to applications that went forward during Phase One.
- h.) FCSS Directors Conference May 6-8 Lethbridge: David continues to participate in the planning group. This is a conference for Coordinators only.
- i.) Outcome Measures reporting deadline: Reminders have been sent to all FCSS funded projects that the deadline for receipt of Outcome Measures Reports is March 15.
- j.) Performance appraisal: David's performance appraisal has not been completed

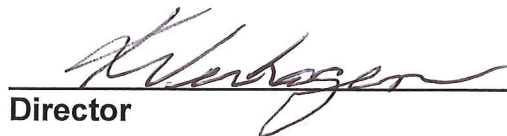
6.) Date for Next Board Meeting – March 16, 2020

6.) Adjournment; there being no further business, Bev Everts declared the meeting adjourned at 8:30 PM

Read and approved this 18 day of ~~March~~^{June} 2020



Coordinator



Director