

NWR FASD Society – Mackenzie Network

Meeting Minutes

July 24, 2009

11:00 am

Type of Meeting: Monthly Meeting

- I. Call to order at 11:10 am
- II. Attendance: Sonja Schmidt, Rhodora Martens, Rayann Ulvick, Barb Higgins, Ann Lajeunesse, Blythe Paul, Jason Pohranychny, Anna McAskile, Nici Carmichael, Leona Beaverbone, Wanda Beland, Tina Hackett-Myles (via telephone)
- III. Approval of minutes from last meeting

Nici moved to accept the minutes as read. Carried
- IV. Reports:
 - a) Financial Report- Attached
 - a. Blythe moved that the Financial Report for June 30, 2009 be accepted as read. Barb seconded. Carried
 - b) Coordinator Report-Attached
 - a. Jason moved to accept the report as information. Nici seconded. Carried
 - c) Clinic Report- Attached
 - a. Rhodora moved to accept the clinic report as information. Jason seconded. Carried
- V. Old Business
 - a) FASD Camps/Summer Programs: Attached
 - b) Committee Reports
 - a) Youth Mentorship Program
 - a. Blythe moved that the report be accepted as information. Anna seconded. Carried.
 - b. Report Attached
 - c) Insurance – Cooperators
There is still no movement with the insurance. Wanda to continue talks with co-operators. No other insurance company was interested in doing this type of insurance.
 - d) Calendar
A calendar with updated info was passed out. The Get to Know you Nights were added. Wanda needs to get information on PD days for Friday FASD Board meetings.
 - e) Term Deposits
The money in the FASD Bank of Montreal Account was put into a term deposit. This type of deposit allows us to withdraw money as needed and at the same time earn interest on the funds.
 - f) Metis Network agreement

Wanda will continue to work an agreement out with the Metis network to provide clinics to residents from Paddle Prairie.

- g) Charities Status
All paper work for charitable status has been received.
- h) Policy and Procedures
 - 1) **Vision**
 - a. **All children, born and unborn, deserve the right to a healthy birth**
 - 2) **Mission**
 - a. **Provide education on and raise awareness of Fetal Alcohol Spectrum Disorder**
 - b. **Provide a forum for agencies to work together to develop programs for individuals with Fetal Alcohol Spectrum Disorder**
 - c. **Provide support to individuals and caregivers living with Fetal Alcohol Spectrum Disorder across the lifespan**
- 3) Employee Handbook - Tabled
- i) Second Quarter Report for CMC – must be forwarded by July 31 to Janice Penner.
-Attached

VI. New business

- a) Activities
 - 1) Get to know you Night
 - a. Fort Vermilion – Sept 9 – Wanda/Blythe
 - b. High Level – Sept 16 – Tina – mentoring table/ Leona/Sonja- NWR Table
 - c. LaCrete- Sept 25 – Ann/Blythe
 - 2) Honouring Our Treaty Gathering
 - a. Attached
 - 3) Mentorship Program
 - a. Edmonton's mentoship Program works with 14-19 year olds to help them transition and provide support to the families. Each mentee is involved for 3 years. The program is not yet a year old.
- b) Other
 - North Peace Tribal Council – AGM July 31 at South Tallcree
 - Meeting dates for the year will be set once the School PD Days are decided
 - PCAP- Parent Child Assistance Program is a copyrighted model that is used by programs that support women at risk of getting pregnant while using drugs or alcohol. The programs aim is to prevent further births of children prenatally exposed to alcohol.
 - Sonja mentioned the mix-up in check signing with the banker. A procedure will be set up by Wanda to ensure that a system is in place for check signing.
 - Rayann from Maternal Health Program mentioned that there are rides going to Chateh daily, if there is a need for the program to access a ride at some point.

- VII. Adjournment Rayann moved that the meeting be adjourned at 12:30. Seconded by Nici. Carried. **Next Meeting will be on Friday, August 24 @ 11:00 am in the FASD Office. Drinks/snacks will be provided.**

July 24, 2009 Coordinators Report

At present we have 25 active client files. Some files consist of families so may have more than one client per family. At present we are doing crisis management and some prevention work with the families. Ann is very busy with her clients. She has 6 clients that should be under the PCAP program.

Insurance for Staff (WCB, Benefits, Program) are being worked on and finalized.

Diane Malbin's program "Pebbles" will be offered out of our office via workshop style. This program is FASD 101 that can be adapted depending on the audience. This program will be used to train staff as well. We are the first agency to offer this, so we need to keep data on the workshop (satisfaction, relevancy, follow-up, community focus, etc). Diane will be kept informed of each presentation.

Equipment donations were received from Brighter Futures for children with disabilities. This equipment was forwarded on to the physio and occupational therapy department at the hospital in High Level who were happy to receive it.

I met with Dorothy Henneveld with Catholic Social Services FASD Programs in Edmonton for 2 days in July. This was to get an idea of the structure of the programs that they offer and how we can utilize their knowledge in developing our programs. We have been paired with the FASD Programs in Edmonton as mentees. I also sat in on the McDanial Youth Mentoring Program for youth with FASD meeting. This was very informative.

We are getting more organized at the office and do as much as we can between client/case work.

Using the Camp Funding, two persons were hired to work with the Day Program for children at FCSS. There are 4 individuals registered who have one of the FASD Diagnosis. This has been a bonus for the program, families and children in providing support all around. This program will go until August 28.

Clinic Report:

Youth Clinic: At present the PCN FASD Clinic has 30 open files with 5 pediatric cases that will be referred to Glenrose FASD clinic. The next youth clinic will be on August 25. Funding is being looked at so that we know the number of clinics we can hold to the end of March, 2009. Cost recovery procedures are being discussed with those agencies referring clients for clinic. There is a new nurse for the Diabetes Program at PCN. There has been a question as to whether diagnosis need to be updated at certain times.

Adult Clinic: At present we have 5 adults who will be going through Clinic on August 27 and 28. The clinic will take place in Chateh with some members of the team being from the community of Chateh. Colleen Burns is coordinating the Adult clinic. The Health Program at Chateh will be covering the clinic costs for the doctor and the neuro psychologist.