



Northwest Regional FASD Society – MacKenzie Network

SEPT 15, 2020

Zoom meeting ID# 346-894-9913

BOARD MEETING MINUTES

Attendance: Board Members

Sonja	Gaye
Paula	
ShawnaLee	
Jan	

Staff

Wanda	Nancy	
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ACTIVITY/MOTION

ACTION TO BE TAKEN

1. CALL TO ORDER

meeting called to order at 7:10 pm

2. ADOPTION OF AGENDA

No additions.

ShawnaLee made a motion to adopt the agenda as presented. Carried

3. ADOPTION OF MINUTES

Paula adopted the minutes. Carried

4. REPORTS

4.1 FINANCIAL REPORT

(August)

Financials are done until end of August of current year. Accountant not finished with the year-end audit. We are lower on the core funding spending for this fiscal year for programming. Below budget for clinic and assessments because of co-vid. Housing is at 39% for wages and staying well under budget, will bump up as we hire more casuals and do more training.

Jan moved the financials as information. **ShawnaLee** seconded. Carried.

4.2 COORDINATOR'S REPORT (attached)

A procedure was developed from information we got from the province on steps to do once a staff member or one of the housing residents gets sick.

No front work being done in LRCCN as they closed down beginning of the pandemic. Sherry's trying to get in touch with the 25% of the individuals we weren't able to connect with. She sent them small packages in hopes of reconnecting. Majority of the staff is back working at the office now. We still have only three



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individuals in the housing project.

ShawnaLee adopted the Coordinator's report as information.

Gaye seconded. Carried.

4.3 BUILDING REPORT (Attached)

Wanda will get a quote for the three windows to be installed in the boardroom, will send it to the board once she receives the quote. Will be hooking up the sensors for the residents room in the computer, so staff would be notified once clients smoke in their room. Millie will be our pest control inspector, she will come in once a month to look at guidelines, maintain pest control binder and will also be checking the sanitization checklist and give the report. Will have somebody come do our building maintenance every three months.

Gaye moved to adopt the building report as information. **ShawnaLee** seconded. Carried.

5. OLD BUSINESS

5.1 FASD DAY

Society put out a sign in front on FASD Day. We put articles in the paper that is coming out every week, posted the contest in our Facebook page as well as our website. No submissions as of yet on our red shoe rocks campaign.

5.2 METIS CONTRACT

Wanda signed the contract this week. Looking to do more in Paddle. Continued support was given to clients in Paddle throughout the pandemic period.

5.3 CO-VID PLAN (HOUSING – ISOLATION/QUARANTINE BENEFITS REVIEW)

discussed

5.4 BUILDING NAME

Had a contest on the building name that was put up. No submissions. Will be asking the staff to ask their clients for suggestions on what we should be naming our building. Will be asking the residents as well.

5.5 GRAND OPENING

Looking at mid-October



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6. NEW BUSINESS

6.1 SIGNING AUTHORITY

Jan and **Gaye** will be signing the documents to have signing authority.

Gaye made a motion to have **Cheryl, Jason** and **Jennifer** removed as a signing authority. **Jan** seconded. Carried.

7. CLINIC

No dates as of yet

8. NEXT MEETING DATE

October 20th @ 7:00 pm via zoom
Zoom Id # 346-894-9913

8. ADJOURNMENT

Meeting adjourned at 8:29 pm

Approved: _____
Board Member

_____ Board Member

Date: _____