



**Edmonton and area Fetal Alcohol Network
Society
October 1, 2013**

Attendance:						
Tammy	Lisa	Colleen	Brittany	Miranda	Gloria	Elizabeth
Tara	Scott	Bernie	Vanessa	Tracey	Roxanna	Leona
Stephanie	Kira	Chelsea	Roger	Scott	Tracy	Carrie
Aaron	Julie	Ashley	Paul	Nicole	Lisa	Laurel
Sandra	Nadine	Laura	Jason	Dani	Cara	Fay
Lorraine	Lisa	Dianne	Heather	Fayanne	Leah	Corrine
Rory						

Motion to approve last meeting minutes carried.

Barrier Reduction Fund Discussion and Approvals:

Family Connections – approved \$500 for an I Pad

Not presented for approval: CSS: \$1000.00 for personal care products and gift certificates

Coaching Families: approved \$900.00 sensory equipment

First Steps: approved (1 abstention)\$1000.00 damage deposit

Not presented for approval: Coaching Families: \$900.00 specialized computer

Coaching Families: approved \$5000.00 I Pad, pet therapy, transportation

Coaching Families: approved \$600.00 unmonitored security system

Leduc County: not approved (14 yes, 10 no, 8 abstentions) \$2000.00 for 2-week accommodations. Laurel and Lisa will ensure that a description of the circumstances of this couple, barrier they face, and barriers of the fund are included in report to funder.

It should be noted that while the barrier reduction fund was created by the Network, the grant target population (individuals with a mental health diagnosis, an FASD diagnosis, complex behaviours, between the ages 6 – 24) was not.

- EFAN will not be accepting applications for the November meeting for approval. At this time there are too many outstanding approvals that have not been reimbursed and an accurate accounting cannot be made.
- Agencies with outstanding approvals: please following up with the expenditures in a timely manner!
- If accounts are updated shortly and accurately, Lisa will email the membership to inform them that applications can be received for Novembers meeting.
- Lisa currently in discussion with individuals in researchers/evaluators in Edmonton and Calgary. The Network will be contracting a person to put the quality of life barrier reduction fund information together in a final report.

7-Year Evaluation

- Currently in full swing.
- Lisa will attach the Network member survey to the minutes that get distributed. If you have not already completed, please do so and email back to Lisa

- All documents need to be completed by December 2013, but the sooner the better.
- Funded agencies, please get your client surveys completed asap and notify Lisa as she will pick them up (even to Leduc if lunch is provided)

Conference Updates

AB FASD Conference:

- Conference registration is now open.
- All subsidy allocations are filled.
- If you register to display at the community showcase you do receive a free conference registration.

FASD Day Debrief:

- 154 people attended the event.
- Feedback from participants was good.
- Discussed different targeted event than the FASD Day flash mob that brings attention to the issue versus bringing people together to Network.
- Media not at event and local media covered events in Lethbridge...media was contacted.
- Nadine provided very positive comments!
- Stories from people/families impacted by FASD provide feedback for service providers.

Society Status:

- We received our official incorporated society status the Friday before September 9.
- Our bylaws are currently operational and Lisa will post them onto the blog.
- Lisa is still revising our Operational Policies and Procedures to coincide with the bylaws and hopes to have them done by the end of the week.
- We need to complete an official society member's registry; Lisa will email the Network membership to ask for member specific information. Do not respond 'all' to the email!
- Network thought middle of June a good time to host AGM.

Co-chair position:

- Denise Plesuk's position as Co-Chair is done this December 2013.
- She has agreed to another 2-year term if there is no interest in the position.
- If you are interested in the Co-Chair position, please email Lisa asap so that she can send you the nomination form (which are located in the policies and procedures).
- We would like to sure up the Co-Chair positions by the November meeting (if possible) so that there is no gaps in Co-Chair leadership.

Operational Update:

- Brittani left on maternity leave shortly after FASD Day and a little sooner than expected.
- Her position has been posted and the competition is now closed.
- We have contracted two Network members to oversee Facebook, blog, Twitter and Pintrest. Over 40 people emailed their interest in the position.
- Seven Network members were prioritized for their skill and 2 names selected from a hat (coffee cup).
- Contracts run until March 31, 2014.
- Lisa will be taking holidays in October and will be setting her phone as to not receive messages, so don't try to leave one!
- MOTION (seconded by Colleen): Lisa requests \$500.00 to contract an individual for the month of October 2013 to oversee the fasdsolutions@hotmail account, approved.
- Lisa will develop and arrange the contract.
- MOTION (seconded by Gloria): Lisa requests up to \$1000.00 to upgrade the software and systems of the Network computers (currently 5 years old), approved.

Upcoming Grants:

- The Network will be receiving \$234, 668.21 for the assessment grant.
- The primary deliverable of the assessment grant is to see a decrease in waitlists for the assessment clinics and an increase in the number of completed assessments.

- The assessments grant must also include a support piece.
- If agencies are interested they should contact either the Pediatrics Clinic or Adults Clinic at the Glenrose for further examination and discussion.
- The Network will be receiving \$47,884.65 for the wage increase grant. This works out to an increase of 3% to the agency budget (not just salary/benefits) and must be used only for salary/benefits as indicated on schedule bs.
- The agency will be receiving \$63,000.00 to hire a Prevention Conversation Facilitator.
- The Network will contract directly an individual and the contract for \$60,000 will run from December 1, 2013 – December 1, 2014.
- All expenses and incurred costs of the position will be paid directly by the contracted individual.
- The Prevention Group, with Hazel as project lead, has created a detailed job description and ad to be distributed.
- EFAN will post in October 2013.
- Agencies may apply but they must submit the resume of the individual who would be in the position.
- Submissions will be directed to the co-chairs of the Network for consideration.
- Submission requirements will include a resume, and cover letter that specifies the individual's knowledge on the 'Prevention Conversation' and provincial project deliverables and experience directly related the job description.

Agency Updates:

- Thank you everyone for sharing your updates. While I was enjoying the program information I forgot I was supposed to be taking minutes so I will not embarrass myself in attempting to literate what was said. If there is anything that you would like me to send to the group just send me a quick email!

NEXT MEETING DATE:

Tuesday November 5, 2013

Supports Meeting

8:30 – 9:30 am

Society Meeting

9:30 – 12:00pm

