

Edmonton and Area Fetal Alcohol Network



SUPPORTS AND SERVICES MEETING MINUTES MAY 03, 2016

The Supports and Services members met at 8:30 a.m. on Tuesday, May 03, 2016 at DECSA:

Present: Denise, Lisa D., Laurel, Qadra, Ashley, Brynn D., Cordene, Bernie, Dr. Gail, Carol, Karen, Lisa D

Absent with Regret: Fay, Paul, Jaime

1. Call to order and roll call

Denise called the meeting to order

2. Approval of last minutes

Ashley approved last meeting minutes

3. Reporting

- ORS is due this Friday, April 08, 2016

4. Glenrose Adult Clinic: Briefing, Clinic Move, Transition, Concerns

A. Briefing

- EFAN coordinator had a telephone conversation regarding the clinic with the clinic's management
- The coordinator was informed by Catherine and Gail (Glenrose) that the Adult clinic was not in Glenrose's 2030 plan and would be transitioned to community by April 1, 2017.
- She was also informed that the clinic will be moved from the house to the main building in the summer.
- Coordinator contacted the CMC representatives to inform them of the developments and had a meeting to discuss future directions.
- Coordinator contacted EFAN's co-chairs and briefed them on the new development.
- Coordinator emailed the Glenrose representatives for clarity, the response:
 - a) *Yes, we are going to transition them into the Glenrose by the end of June and then the plan is to Transition them into the community by March 31, 2017.*
 - b) *I agree, it is a good idea to start talking about this as soon as possible to allow time to prepare.*
- In consultation with the CMC and Network, broadening the scope of an adult clinic to an all-ages clinic would support our community and align with the direction of the Network with a lifespan approach.
- Discussed messaging around the changes to the adult clinic, Network will focus on not closing but rather transitioning and a transition period.

**SUPPORTS AND SERVICES MINUTES
MAY 03, 2016**

- Concerns about when the clinic should stop taking referrals, clinics are currently booked up to November with another 50 client files open. This will be a discussion with the Glenrose.

B. Request for Proposal (RFP)

- EFAN will post an RFP by June
- The minimum amount on the RFP will be \$390,000
- The RFP will be for an all ages clinic
- Any agency and the health community can apply to the RFP
- RFP application can be done jointly by an agency and the health community
- The RFP is not finished yet
- EFAN wants to start engaging and to have dialogue with agencies and the health community
- EFAN needs to be as transparent as possible and that is why we are doing an RFP
- Information that the clinic is closing needs to go out so to engage dialogue with interested parties
- Once RFP is finalized the coordinator will send it to EFAN's executive committee and co-chairs

C. Expectation of New Clinic

- New service providers with qualified staff on board do not have to create another team
- They can start with what they have in place and work from there

5. Program updates

- Tabled for next meeting

Meeting was adjourned at 9:30 a.m.

Next meeting will be on June 07, 2016 at 8:30 a.m.