



Date: Tuesday, March 3, 2026

Meeting Minutes

- 1. In Attendance:** Lisa, Denise, Raelee, Brittany, Sophia, Andres, Jayden, Aidan, Tracey, Bernie, Carol, Tsion, Mariam, Alaina, Ann

- Action Follow Up – February 2026

- 2026 – 2029 reporting changes include ORS due on the last day of each quarter, narrative report specifics. **Action: funded agencies to review reporting requirements:** <https://edmontonfetalalcoholnetwork.org/reporting-2026/>
- **Action: Agency's to review Operational Policies & Procedures:** Invoice Method – where the agency submits invoices for payment in accordance with the approved budget and payment schedule outlined in the signed Letter of Agreement; or Schedule B Method – where the agency manages and reports expenditures through a detailed Schedule B financial reporting template.
- **Action:** Letter of Agreements for agencies are available to download online <https://edmontonfetalalcoholnetwork.org/letter-of-agreement-2026-2027/> Please review and return signed by March 3, 2026.

2. EFAN Business Priorities:

Reporting

- ORS now open.
- Quarter 4: ORS due Friday, April 3, 2026.
- Quarter 4: narrative report due Friday, April 10, 2026
- Yearend unaudited schedule B due April 30, 2026
- Audited financial reports due June 30, 2026
- Lisa has begun compiling the EFAN annual report.

Finances

- \$2,005 Vistaprint, \$1,105 Stickermule, \$1,000 EFAN content design (Feb/March), standing meeting snack expense

FASD Service Network Program

- Letter of Agreements for agencies are available to download online <https://edmontonfetalalcoholnetwork.org/letter-of-agreement-2026-2027/>
 - Please review and return signed asap.
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- The Towards Healthy Outcome fund will be open for applications in April. Max application amount is \$2,500. Quarter distribution is \$12,500. First approvals will happen at the May 2026 meeting. Fund description can be found here <https://edmontonfetalalcoholnetwork.org/about/through-the-years/2025-2026/towards-healthy-outcomes-fund/> and application here <https://edmontonfetalalcoholnetwork.org/about/through-the-years/2025-2026/healthy-outcomes-application-2025/>

- *EFAN Adult Clinical Services*
 - Intake/Referral documents
 - Referrals from EFAN funded mentorship programs, continuing the process of the adult clinic at the Glenrose.
 - Not based on first come first service basis, but on needs, determined by programs supported by the EFAN assessment triage tool.
 - Targeting 55 per year
 - Key messaging for stakeholders
 - The Edmonton and Area Fetal Alcohol Network Society currently has access to 55 adult FASD assessments in the upcoming year, dedicated to individuals participating in the EFAN FASD mentorship program.
 - These assessments are intended to support intervention planning and individualized supports, not diagnosis alone. The focus is on identifying strengths, needs, and practical strategies that can improve day-to-day functioning and outcomes.
 - Access is not first-come, first-served. Referrals and assessment decisions are prioritized based on level of need, complexity, and potential benefit for intervention and support planning.
 - Assessments are integrated with mentorship to ensure results are immediately translated into actionable supports, including goal setting, service navigation, and tailored strategies.
 - This approach helps ensure limited assessment capacity is used where it will have the greatest impact, particularly for individuals experiencing barriers, instability, or significant support gaps.
 - EFAN will continue to work with partners to align assessment access with intervention pathways, strengthening continuity between identification, mentorship, and community supports.

3. Book Club



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- *Raising Kids and teens with FASD, by Barb Clark*
 - What ideas in the book helped you better understand how FASD shows up across everyday life—not just in childhood or school, but in families, communities, and systems?
 - Where did the book challenge or reinforce how you think about expectations, responsibility, or support for individuals with FASD and those around them?
 - What is one takeaway from the book that could influence how you approach your role?
 - **Action: Members to finish reading for April's meeting.**

4. 'Provincial FASD Initiatives:

- *Prevention Conversation*
 - The 'Towards Healthy Outcomes Foundations' module is complete
 - What is the goal of the Prevention Conversation 'Towards Healthy Outcomes Foundations'?
 - What are Foundational Competencies?
 - **Action: Network members please contact Brittany to book 1.5 hour presentation for staff on the new module.**
- *WRaP 2.0*
 - Coach reporting is going well.
 - Coaches have been asked to review the updated 4 modules.
 - Updates to language, data/research, and healthy outcomes addition to foundations.

5. AGM, FASD Day & Lakeland Conference

- AGM: Tuesday, September 1, 2026, from 10:00–11:00 a.m. at Catholic Social Services (11405 – 163 Street, Edmonton) for a lively, engaging AGM that celebrates the many ways people show up, contribute, and make an impact. This year's theme, **No More Beige**, is all about creativity, energy, and the power of different approaches coming together in community. Expect a welcoming atmosphere, a bit of fun, and space to connect as we reflect on the year behind us and look ahead. Registration will open in June.
 - FASD Day: September 9th, 2026, plans?
 - 300 pens, 400 water bottles, 400 red shoes keychains
 - UP, EFAN connecting with Bissell Centre
 - **Action: 200 water bottles for Bissell walk, 50 water bottles Leduc County**
 - Lakeland Conference
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- November 3 and 4th in Edmonton at the Double Tree (Mayfield)

6. Next Meeting:

- Tuesday April 7, 2026 9:00 am (Catholic Social Services office)
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