



**Board of Directors  
October 25 & 26, 2013  
Face to Face Meeting  
Richmond Marriott, BC**

*In Attendance*  
Heather Bayes  
Russell Pohl  
Marcy Perron  
Tamara Smith  
Kevin Daniel  
Monica Buchanan  
Rocky Hindmarch  
Jayne Wilson

*Regrets*  
Les Toth, Treasurer  
Cori Heavener, ADM/Provincial Director of Child Welfare, MCFD  
Faye McClinton, Executive Coordinator, MCFD

*Guests*  
Bev Dicks, ADM, MCFD/Provincial Office of Domestic Violence  
Dennis Padmore, EDS, MCFD  
Warren Helfrich, PhD - Presenter

**\*M/S/C (Moved/Seconded/Carried)**

ACTION	DETAIL	MOTION or ACTION
<p>1. Regional Delegate Reports</p>	<p><i>Interior Region – Kevin Daniel</i> There are several more protocols in process. East Kootenays have 50% less foster homes than a few years ago and still have empty beds. Not as many kids are being taken into care.</p> <p>Babysitting and Relief restrictions in Kelowna area is still in effect. Foster parent pre-service has been cancelled. Potential foster parents are expected to take the Adoption training. There is a long wait for potential adoptive parents to get into the training. The Regional Board is enquiring about progress in the protocol revision process.</p> <p><i>North Region – Rocky Hindmarch</i> The delegate’s goal is to create a large support network. Members of the Prince George Local will be inviting foster parents from other communities to social events in efforts to invigorate interest in creating new Locals.</p> <p>AGM 2014 planning is in process – Friday night activity will have a cultural theme. Partnership meetings continue once each month between MCFD, agencies and the foster parents. S. Lloyd at the Ministry is spearheading the efforts to resolve issues and hosts an annual event where everyone comes together to discuss. Guardianship team members have not attended the event.</p> <p>There are 60 MCFD homes in Prince George; just over 100 homes including agency foster homes. This number is significantly less than the 225 homes available a few years ago.</p> <p>Many MCFD homes are over capacity and MCFD hasn’t been able to recruit new homes. Some Carrier Sekani homes have room however they won’t go over capacity.</p> <p>Hub homes and Therapeutic homes are now opening. The structure of the Prince George Hub plan appears to be different than intended in the Residential Redesign plan.</p>	

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	<p>Concerns about increasing numbers of protocols and Quality of Care investigations. Northern foster parents are starting to become more aware of BCFFPA's presence and support.</p> <p>Discussion regarding acknowledgement for the previous North Delegate's contribution. Her efforts created significant in-roads and effective partnership relations in the region.</p> <p><i>Vancouver Island Region – Delegate Absent</i> BCFFPA continues to receive calls from Island foster parents requesting support. We always refer them to the Island agency. Some have had previous contact with the agency.</p> <p>Discussion regarding increasing membership number on the Island.</p> <p><i>Coast Fraser Region – Monica Buchanan</i> The delegate is making connections with agency people in the region and attended VACFSS foster family month event. Regularly attends the PCRS support meeting.</p> <p>When foster parents speak at support meetings about bullying behaviour they experience from MCFD workers, they are reluctant to give all the information.</p> <p>Support is necessary but foster parents are reporting concern about confidentiality when speaking with agency support workers. Foster parents are hearing stories come back to them. It is noted that Board members have heard MCFD staff discussing issues of a confidential nature.</p>	
2. Guest Speakers	<p><i>Bev Dicks, Assistant Deputy Minister/Director of Provincial Office of Domestic Violence</i></p> <p><i>Dennis Padmore, Executive Director of Service, MCFD</i></p> <p>Bev Dicks has been in her new role for 5 weeks. Alison Bond has taken on part of her previous position of ADM Service Delivery. Dennis can relay messages from this meeting back to Alison Bond. Bev will keep the Residential Review and ICM portfolios as well as post majority/youth transitions pieces. She is the lead ADM across 8 Ministries regarding domestic violence.</p> <p><i>Update of Residential Redesign:</i> Barbara Walsh is the executive lead on Residential Redesign. The project wasn't able to move forward during the election time and delivery/plan was subsequently affected by changes in leadership. There is still a great deal of activity internally. The new Deputy Minister felt the initiative was too</p>	

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	<p>ambitious and required a narrower focus. There have been changes made to the steps and time frames. Bev is very pleased by the simplified focus.</p> <p>ICM is a priority of the Ministry. Capacity is now available to document cases end to end. After Hours has a better process now as a result of these developments. Newer staff are finding the ICM system easier than some of the seasoned staff. There is no time frame yet for foster parent access to ICM.</p> <p>Work is being done to develop criteria and policy around the “whens and wheres” of e-mail, texting and other electronic information. All electronic records then become a part of a child’s records. As a result, files are much larger. At this point, no changes have been made to foster parent policies regarding communication.</p> <ul style="list-style-type: none"> <li>- Budget for ICM remains the same.</li> <li>- “Hubs” are going to be called “Caregiver Support Networks”</li> <li>- Focus is on strengthening supports to foster parents</li> <li>- Better for foster parents to receive support from peer group which would then be more accessible</li> <li>- Goal: 10 to 15 support networks by the end of March 2014</li> </ul> <p>Discussion regarding how the support network model would be designed. This model has compelling outcomes elsewhere in the world.</p> <p>A few months ago, BCFFPA had discussed with Bev doing an ‘environmental scan’ of foster parents in BC (who, where, ages, years in practice etc.).</p> <p>Tertiary care – 15 or so beds at the Maples location will be CF&amp;CSA focused and will serve kids who can’t be in residential care. There is currently not enough support for residential care for the highest needs kids. Providing residential care in this case is unbelievably expensive. This program should be running by January.</p> <p>The Complex Care model is not led by Chuck Geddes.</p>	<p><b>ACTION</b> ED will design a survey and send to members.</p>
3. Approval of Minutes	<p>No changes to the Minutes of August 28<sup>th</sup>, 2013 meeting.</p> <p><i>Note</i> that there was no quorum at the September meeting, therefore no official minutes were taken.</p>	<p><b>MOTION</b> to accept the minutes of August 28<sup>th</sup>, 2013 meeting as circulated. *M/S/C Russell/Kevin</p>
4. Additions and Changes to the Agenda	<p>No changes to the Agenda.</p>	

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5. President's Report	<p>Provincial Protocol Review Meetings take place on Tuesdays. It is a long and interesting process. A brief will be distributed to foster parents about the process and policy numbers once the process is complete.</p> <p>Met with the Representative for Children and Youth and Melanie Mark. Reports continue to be completed and released. They are pleased to partner with BCFFPA on key initiatives. RCY's office is very supportive of foster parents.</p> <p>The meeting with our Contract Liaison and Provincial Director of Child Welfare was cancelled due to weather and will be rescheduled for November.</p> <p>The meeting with the Minister was cancelled once again. We will work on rescheduling for November.</p> <p>BCFFPA should meet with Alison Bond, the new ADM for Service Delivery.</p> <p>Terrace Local Foster Parent Association closed some time ago and has sent BCFFPA the remaining funds from their bank account.</p> <p>Discussion.</p> <p>The Federation of BC Youth in Care office requires their annual funding for the Youth Christmas Dinner grants. The request is for \$1000 and is a budget item for 2013. [Board confirmed they are aware of the budget item and confirm approval of the expense.]</p> <p>There are two parties interested in the second Coast Fraser Delegate position. Once Board members have met with the candidates to review suitability for the position, we will hold an election in the region.</p>	<p><b>ACTION</b> Request meeting with Alison Bond, ADM Service Delivery. Reschedule meetings with MCFD Contract Liaison, Provincial Director of Child Welfare, the Minister and Deputy.</p> <p><b>MOTION</b> to use the funds returned to BCFFPA from the Terrace Local to bring North foster parents to AGM. <b>M/S/C</b> Kevin/Marcy</p> <p><b>AMENDED MOTION</b> to provide half of the Terrace Local funds (\$1782) to the North Delegate to do North membership recruitment and Local Association development. <b>M/S/C</b> Marcy/Kevin</p>
6. Vice President Report	<p>The Vice President met with staff in the office. Follow through on support may become an issue if we don't have more volunteers.</p> <p>The office will be closed over Christmas. A staff Christmas dinner will be hosted by a Board member. The ED will provide a basket of food and treats for the office to enjoy.</p> <p>The ED suggested that we rotate the office staff into the Board conference calls every few months. This would give the staff a chance to deliver reports themselves and get used to participating in Board meetings as needed</p>	<p><b>MOTION</b> to close Friday, December 20<sup>th</sup> at 4:00 p.m. and reopen after the New Year on January 6<sup>th</sup> at 8:30 a.m. <b>M/S/C</b> Russell/Marcy</p> <p><b>MOTION</b> to approve a budget of \$200 for the staff Christmas dinner. <b>M/S/C</b> Russell/Kevin</p>

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7. CFFA Report	<p>The delegate would like to form a BCFFPA committee to discuss the possibility of a 2015 CFFA Conference in BC. Committee members will be the Vice President, Secretary, North Delegate and Ronda from the office. The Coast Fraser Delegate discussed possible corporate sponsorship.</p> <p>At the James River, AB meeting recently, the CFFA voting process was discussed. The Vice President participated on the committee working on entitlements across the country. He has now moved over to the committee discussing national guidelines for foster parents. Additional topics for discussion included Revenue Canada and the Every Child Matters project by Child Welfare League of Canada. CFFA was no longer involved after the first phase of the project.</p>	<p><b>MOTION</b> to create a committee to investigate affordability of hosting a CFFA Conference in Vancouver.  <b>M/S/C</b> Heather/Tamara</p>
8. Treasurer's Report	<p>Everything is on track with the budget. The ED filled in some details regarding specific budget items.</p> <p>Discussed fund development. The ED summarized grant application status. The Treasurer spoke about estate planning and other outstanding grant applications.</p>	<p><b>ACTION</b> The ED will write letters to Lions and Rotary Clubs.</p> <p><b>MOTION</b> to accept the Treasurer's report as delivered.  <b>M/S/C</b> Marcy/Tamara</p>
9. Director's Report	<p>Most items have been covered in other reports. Request from a member regarding the development of a protocol to follow in cases of the death of a foster child. There is no documented procedure.</p> <p>Discussed a phone campaign for fundraising. Preference toward e-mail campaign rather than phone.</p> <p>The Secretary will check with some corporate contacts regarding sponsorship of BCFFPA.</p>	<p><b>ACTION</b> The President and ED will discuss the development of a protocol with the Provincial Director of Child Welfare.</p> <p><b>ACTION</b> Pursue Sleep Country to confirm a discount. Some stores provide discounts for foster parents.</p>
10. Ongoing and New Business	<p><i>Foster Family Month</i></p> <p>The annual Foster Family Month acknowledgement letter from the Minister arrived foster homes near the end of October. For the second year in a row, MCFD-hosted foster parent appreciation events were inconsistent across the lower mainland and elsewhere. One region stated they would host an event in the summer instead and another will be hosting an event in November – which is Adoption Awareness Month.</p> <p>The Board feels that efforts and events should be consistent and timely across the province.</p>	<p><b>ACTION</b> Discuss Foster Family Month planning and timelines with the Provincial Director of Child Welfare and send a letter to the Minister and Deputy, copied to the Provincial Director of Child Welfare and the ADM Service Delivery.</p>

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	<p><i>AGM 2014 in Prince George</i> The planning is coming together. The committee has met with Provincial office via conference call. The March newsletter will contain more specific information about planned events in order to draw more families.</p> <p>Perhaps offer another Support and Advocacy Training in Prince George immediately prior to the AGM, May 20-21<sup>st</sup>? Suggestion that the exam be simplified so that it can be done during the training.</p> <p><i>Program Development</i> Foster parents are still confused by some of the day to day requirements of a foster parent. There are a variety of topics that foster parents would benefit from receiving more information about.</p> <p>Perhaps the Ministry or Agencies would be interested in assisting with funding, topics and production of these videos.</p> <p><i>Retirements of Ralph Libby and Gary Mavis</i> Both have done incredible work for foster parents in the province over many years. Their work needs to be acknowledged by BCFFPA.</p> <p><i>Provincial Office Location</i> Our office location contract expires in early 2014. The building owner may agree to a month to month tenancy. We should be seeking a new location regardless.</p>	<p><b>ACTION</b> Send Prince George MCFD leads a request regarding the Support and Advocacy Training in May.</p> <p><b>MOTION</b> to develop Foster Parent 101 – a series of informative short videos. <b>M/S/C</b> Tamara/Rocky</p> <p><b>ACTION</b> The ED and Board members will work together to produce and deliver short videos on a variety of topics to post on YouTube.</p> <p><b>ACTION</b> The Vice President and ED will do a cost estimate and seek out suitable locations.</p>
11. Next Meeting	The next meeting will be held on November 25 <sup>th</sup> , 2013 at 6:30 p.m. via conference call.	
	Meeting adjourned at 11:20 a.m.	
Post Meeting Summary	<p>Presentation by <i>Warren Helfrich</i> on Non-Profit Risk Management</p> <p><i>Policy Review</i> After the presentation with Warren Helfrich and a quick review of BCFFPA's policies, discussion ensued regarding reformatting BCFFPA's multiple policy documents, handbooks and manuals and recreating one policy binder with a common structure to all the documents. The ED will deconstruct the documents and will work with Board members to create a cohesive structure that provides a more accessible reference for staff, Board and members.</p>	