

 <p>foster parents British Columbia BCFFPA</p> <p>Board of Directors September 27, 2018 Conference Call</p>	<p><i>In Attendance</i></p> <p>Marcy Perron, President Lance Bereck, Treasurer Chad Hooker, Vice President Tanya Hooker, Vancouver Island Delegate Walter Aguilar, Coast Fraser Delegate Kevin Daniel, Interior Delegate Jayne Wilson, Executive Director Ronda Sweeney, Community Network Manager</p>	<p><i>Guest</i></p> <p>Julie Holmlund, new Secretary post-AGM</p> <p><i>Staff Members Present</i> (Until 10:30 am) Michelle Relevante Krissy Ramcharan Anita Cymet (Until 2:00 pm) Annette Harding</p>
<p>A quorum being present, the meeting commenced at 9:05 am. *M/S/C (Moved/Seconded/Carried)</p>		
ACTION	DETAIL	MOTION or ACTION
1. Ice Breaker	Chad led the team in an ice breaker session.	
2. Minutes of Previous Meeting	Acceptance of September 10 th , 2018 meeting minutes.	<p>MOTION to accept Minutes of the September 10th, 2018 meeting as circulated. Chad/Kevin</p>
3. Agenda	No additional items were added to the meeting agenda.	
4. AGM Details and Walkthrough	<p>Ronda provided details of any last minute changes. Greeters and hosts for Meet and Greet were identified. Workshop and keynote speaker introductions were distributed among the Board members. Team of fundraisers for each shift were identified.</p> <p>Discussion regarding the estimated overall expense for the AGM. Expected to fall well below the budget.</p> <p><i>Face to Face Meetings</i> Discussion regarding logistics of face to face meetings for the next few years. Meetings during the winter season can pose travel challenges. Will continue to use a Vancouver area location. The Board would like to visit the office the next time they're in town.</p> <p>Need signage for new office. Get quotes and establish where location of signage will be. Connect with landlord to find out limitations of signage.</p> <p><i>Staff Retreat</i> Staff team is getting larger. Discussion regarding a staff retreat for teambuilding and learning. Board supports the idea.</p> <p><i>AGM 2020 Locations</i> Secure quotes in Kelowna and Penticton to see which one is available and affordable.</p>	<p>ACTION Michelle will secure quotes for signage.</p> <p>MOTION to allow for a 2-day staff retreat in the 2019-2020 budget. M/S/C Marcy/Tanya</p>

ACTION	DETAIL	MOTION or ACTION
<p>5. Fund Development Update</p>	<p>Anita provided an update on the status of all grants and other applications. We have had \$18,800 received in grant funds over the past week.</p> <p><i>Upcoming Goals</i> Working on Annual Campaign to corporations next year. February and May are possible target timelines. Intend to send out 500 letters with a postage/printing budget of \$600-\$1000.</p> <p>PowerPoint presentation for general fostering information in the schools, law enforcement, legal offices etc. Start with schools. Webpage Blog for BCFFPA donors.</p> <p>We've had some donation success presenting to service clubs. Discussion regarding ongoing presentations and which foster parents are available to assist. Can we pay for babysitting to entice foster parents to speak?</p> <p><i>Vendor Discount Program</i> Could build more focused efforts around each Branch location. Anita could join a Branch conference call to discuss discounts and coordinate an initiative to secure more localized donations and discounts.</p> <p><i>Solutions Program</i> Discussion about themes that Annette is aware of so far. Need meeting asap with MCFD to discuss procedure to address systemic issues. MCFD social worker training needs to include working with foster parents and protocol and investigation procedures.</p> <p>Themes:</p> <ul style="list-style-type: none"> • Policy isn't being followed regarding investigation timeline. Keeping in mind that police involvement may hamper the timelines. • Contract practice is no longer standardized including DAAs blaming funding issues on MCFD. • Foster parents are reporting limited involvement in Care Plans. <p>Data collection needs to be stronger across the province.</p> <p>Has been pushback from Island MCFD leads regarding BCFFPA's inclusion in support meetings and at the protocol meeting hosted by FPSSS that Annette was invited to.</p> <p>The Solutions Program is now a standing item on the Resource Network of Practice call. Need to make inroads with other networks of practice such as guardianship and child protection.</p>	<p>ACTION Annette will write letters to MCFD discussing these issues.</p> <p>ACTION send Annette the confidentiality release forms.</p> <p>ACTION Michelle is setting up another database walkthrough with Nucleus Labs.</p> <p>ACTION contact provincial MCFD office to discuss messaging about the Solutions Program.</p>

ACTION	DETAIL	MOTION or ACTION
	<p>BCFFPA was intrinsically involved in all fostering sector policy, practice payment guidelines (etc.) and we need to reconnect to that process with MCFD. Need to be the forethought rather than the afterthought with consultation and collaboration and to reset the partnership.</p> <p>Let's discuss with other provinces what they are doing.</p> <p>Re-educate MCFD leads regarding our advocacy role over the history of our partnership.</p> <p>Discussion of agency mandates, funding and that we need a stronger community of practice. Identify barriers and what is needed for SDAs, LSAs and provincially. True partnership looks different than what we presently have.</p> <p>Annette will provide updates on Solutions Program activities to Branch conference calls every quarter.</p>	<p>ACTION letter to Provincial Director of Child Welfare including letters of support for BCFFPA from MCFD retirees who remember how things were done when BCFFPA was a full partner. Utilize the wording in the December proposal as BCFFPA background.</p> <p>ACTION Send the Solutions Manager job description to Board and Branches</p>
6. President's Report	There have been no meetings in the past month, however there is an upcoming meeting with the Minister the evening prior to the AGM.	
7. Treasurer's Report	<p>Everything is on track based on the financial statements. There is a sizeable surplus at this point as we didn't hire for two staff positions until mid-way through the year. If a surplus remains, we will discuss with the Ministry regarding allocation for those funds prior to year end.</p> <p>Further discussion of surplus funds and process for approvals.</p>	<p>MOTION that excess funds be considered to apply toward the staff retreat this fiscal year and travel for the Solutions Manager to visit Branches for meetings with MCFD.</p> <p>M/S/C Marcy/Walter</p> <p>MOTION to accept the Treasurer's report and financial statements as presented.</p> <p>M/S/C Lance/Chad</p>
8. Vice President's Report	Everyone is up to date with the office staffing. Reminder that the Chad is available if needed.	
9. Executive Director's Report	Everyone is up to date with Jayne's activities. The staff would welcome the VP spending more time in the office.	
10. Regional Delegate Reports	<p><i>Interior Region</i> Vernon Branch President has stepped down. There are ongoing payment issues with mileage amounts.</p> <p><i>Coast Fraser Region</i> Walter has transferred his support cases to Annette. Fraser Valley Foster Parent Association trainings are not well attended lately and Board recruitment is difficult.</p>	

ACTION	DETAIL	MOTION or ACTION
	<p><i>Vancouver Island Region</i> Partnership meeting took place in September. 60-day notice policy wording has changed without consultation with BCFFPA. There will be at least 8 attendees at the AGM from the Island. One level 3 foster parent who was the North Island Branch President is stepping out of fostering due to stress.</p> <p>Foster Family Month – 8 events planned on the Island. MCFD are hosting office gatherings for foster parents.</p> <p>Is it a conflict of interest for an MCFD lead to have a family member working in the same office? ED stated that there are a few circumstances where siblings and married couples are working in the same area, the same office and even in one known case, in a supervisor/subordinate role. It doesn't appear to be an issue for the Ministry leadership team.</p>	
11. New Business	<p><i>Nucleus Labs Database Clarification</i> Michelle reported that data is hosted through a Canadian cloud service. Minimum cost of development would be \$13,800 and roughly \$500 monthly for upkeep, regular maintenance and access, ongoing training and support for staff. We would own the data. The database is expandable and somewhat customizable.</p> <p>Discussion and questions – can it interface with our website and membership database, backup frequency, what about if we are no longer able to afford the service or if their business folds, what happens to the information if payments cease?</p> <p><i>Swag Pens</i> Chad showed a sample of a pen that he'd like BCFFPA to consider. Could put the Foster Parent Rights on the pull-out script.</p> <p>Other thing to consider: plastic phone cover card holder.</p> <p>Discussion regarding training on <i>Roberts Rules of Order</i> or other training for the next face to face meeting.</p> <p>Reminder that Board succession planning is always important. Keep it in mind as you move through your communities.</p> <p><i>Miscellaneous Approvals</i></p> <ul style="list-style-type: none"> Tempurpedic steno chair for an administrative staff member. 	<p>ACTION Michelle will seek answers and report back.</p> <p>ACTION Staff will arrange for samples for the Board to look at.</p> <p>MOTION to approve the purchase of a Tempurpedic chair for an administrative staff member up to \$500. M/S/C Lance/Chad</p>

ACTION	DETAIL	MOTION or ACTION
	Lance presented his proposed financial approval guidelines to add to the financial policies. All reviewed and approved.	MOTION to add Lance's additional approval guidelines to the financial policies. M/S/C Lance/Marcy
12. Next Meeting	Next meeting on October 22 nd via conference call.	
	Meeting adjourned at 4:10 pm.	