

 <p>foster parents British Columbia BCFFPA</p> <p>Board of Directors October 3, 2019 Harrison Hot Springs Resort</p>	<p><i>In Attendance</i></p> <p>Marcy Perron, President Chad Hooker, Vice President Julie Holmlund, Secretary Jeanette Dyer, Coast Fraser Delegate Tanya Hooker, Vancouver Island Delegate Kevin Daniel, Interior Delegate Jayne Wilson, Executive Director Ronda Sweeney, Office Manager</p>	<p><i>Absent</i></p> <p>Lance Bereck, Treasurer</p> <p><i>Guests</i></p> <p>Anita Cymet, Fund Development Coordinator Michelle Relevante, Communications Coordinator</p>
<p>A quorum being present, the meeting commenced at 6:35 p.m. *M/S/C (Moved/Seconded/Carried)</p>		
ACTION	DETAIL	MOTION or ACTION
<p>1. Presentations</p>	<p>Opening check-in round.</p> <p><i>Fund Development Report – Anita Cymet</i> Recent focus has been on AGM donations. A few grant applications were sent. Approval of \$7500 grant. Will be focusing on bi-annual funding requests, service club visits and outreach once AGM is completed. Requested feedback on outreach PowerPoint that was sent to the Board. Intention is for a short presentation for PAC meetings, legal firms etc. Need a group of foster parents we can call on to co-present.</p> <p>Check with Branches to see if they have suggestions for co-presenters. Discussion regarding Lunch-and-Learn theme and timelines for awareness activities versus fundraising. Need foster parents who can present well in spite of difficult questions and negative media.</p> <p><i>Solutions Database Demo – Michelle Relevante</i> Discussed timeline for development. Some individuals will have full access while others will have limited access. BCFPPA owns 100% of the data. Military grade encryption. Can track the source of each support case and see where referrals are made. Also tracking trends. The database was live as of August 19th and ready for populating with data.</p>	<p>ACTION gather a list of foster parents who are engaged with BCFPPA to co-present with Anita for awareness talks</p> <p>ACTION requested feedback from all regarding the PowerPoint</p>
<p>2. Minutes of Previous Meeting</p>	<p>No changes to Minutes of September 17, 2019 meeting.</p>	<p>MOTION to accept the Minutes of September 17, 2019 meeting. M/S/C Chad/Jeanette</p>
<p>3. Agenda</p>	<p>No changes to the agenda.</p>	
<p>4. AGM Walk-through</p>	<p>Ronda provided a summary of the AGM Conference schedule from start to finish. Requested assistance from the Board for some fundraising areas throughout the event.</p>	

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	<p>All meals will be in the Copper Room. Introductions for speakers were assigned to Board members. No Elder is available to participate from the Sts'ailes office.</p> <p>Prize draws will be early at the buffet dinner in case people want to leave to enjoy the hot springs.</p> <p>Cancellation of MCFD attendees could impact our room block. Will discuss with Cory Heavener once we know our final numbers.</p>	
<p>5. Office Policy Updates and Staff Needs</p>	<p><i>Staff Retreat for 2020</i> Discuss with the staff team and propose to the Board what we'd like to provide for next year.</p> <p><i>Policy Additions</i></p> <ol style="list-style-type: none"> 1. The ED requested adoption of 3 paid self care days each calendar year for staff to be used at their discretion, no notice necessary. 2. The ED requested an annual fund for staff members to access any counselling service that is not covered under extended benefits and for staff who aren't on the benefit plan. Counselling could be accessed for professional development, leadership, stress management, interpersonal challenges, vicarious trauma and other work-related concerns. <p><i>Business Cell Phones</i> Discussion regarding business use of personal cell phones. Solutions staff are both using their own cell phones and the calls don't stop over the weekend. As part of BCFFPA's technology plan, we should be including cell phones for staff to use. [Note: ED does not require a business cell phone.]</p> <p>Interior Delegate suggested that Wellness Plans be incorporated and implemented along with annual reviews.</p> <p>ED requested a shift in schedule to allow her to take every second Friday off starting in the 2020 calendar year. This would not apply to pressing deadlines or when meetings are scheduled.</p>	<p>MOTION to adopt a change in Staff Employment Policy to include 3 paid self care days for BCFFPA full and part time staff members each calendar year. M/S/C Jeanette/Tanya</p> <p>MOTION to approve a fund of \$2500 annually to be accessed for counselling for staff members. Access and arrangements for counselling will be at the ED's discretion. M/S/C Marcy/Kevin</p> <p>MOTION to purchase 2 cell phones with packages that include only talk and text, paid monthly for Solutions staff use. M/S/C Julie/Chad</p> <p>ACTION add Wellness Plans to annual reviews for staff.</p> <p>MOTION that it be approved that Jayne take every second Friday off starting in the 2020 calendar year. M/S/C Chad/Jeanette</p>
<p>6. General Discussion Topics</p>	<p><i>Office Hydro Expense Update</i> The Secretary has been researching the reason for our high Hydro bills. She think that this is due to the rooftop HVAC systems that run off our breakers. It appears that adjustments haven't been made at the time of tenant improvements and we are paying for heating and cooling in other offices. The building manager won't allow access to</p>	

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	<p>the Hydro meter. There is no main shut off on one of our breaker panels which is not to building code. We have launched an investigation with Hydro. They have put a lock on our account for 2 months. We will proceed with testing our breaker panel to see what we can discover.</p> <p><i>Office Location Discussion</i> In consideration of the challenges with our landlords and the high cost of rent/hydro and the adjustment for tenant improvements we receive each year, we may want to move when our lease expires in 2021. Discussion regarding where to locate the provincial office – or perhaps consider smaller offices regionally rather than one large provincial office.</p> <p><i>IFCO Conference in Montreal – June 2020</i> Conference will be held at McGill University. May pose some challenges for lodging nearby and getting to and from the venue for those with mobility challenges. Costs are \$640 per person to register and hotel nights will be around \$250/night. Montreal is selling out during that time due to multiple conferences.</p>	<p>MOTION to send 2 Board members to the 2020 IFCO Conference in Montreal. M/S/C Jeanette/Julie</p>
7. Executive Director’s Report	<p><i>Focus in 2019-2020</i></p> <ul style="list-style-type: none"> • Memorandum of Understanding to incorporate the Foster Parent Rights • Foster Parent Rates discussions with Strategic Initiatives • OTO trainings funds – partnership with Learning & Development Division • System of Care Redesign conversations ongoing with Strategic Priorities • Continue to hone the Solutions Program with a focus on communications and relationship development • Bylaw changes well in advance of AGM 2020 voting cycle 	
8. Ongoing Business	<p><i>Camps for Kids Distribution</i> Discussion regarding timeline for applications and distribution of bursaries. This year bursaries were distributed to 25 members and 4 non-members (partial bursary).</p> <p><i>Solutions Program – Training of Other Agency Staff</i> Provided a training for foster parents at Fraser Valley Foster Parent Association (agency). Discussion regarding how it would benefit foster parents in their community. The curriculum is copyrighted but agencies would then have the participant manual. If agencies are willing to pay for the training to be provided, the Board is in support of it.</p> <p><i>Bill C92 – January 1st, 2020</i> Change is coming to BC once the Bill takes affect. We do have Indigenous representation on our Board. It may be</p>	

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	<p>helpful to invite speakers from Policy Branch and the Aboriginal Services Branch once they have worked through the details of how the transition will impact BC's foster parents.</p> <p><i>North and Island Delegate Elections</i> The North Delegate position remains empty after a call for nominations some time ago. We need to fill the position. The contact from Smithers area didn't follow up with us when we connected regarding her interest in the position.</p> <p>The Island Delegate's term is completed in November. The President and ED spoke regarding Board diversity, the need to recruit new people to the Board (who have different circles of friends) and the limitations of movement in Board positions when there are couples holding positions.</p> <p><i>Foster Parent Rights – Memorandum of Understanding Calls</i> Discussion regarding Lance's continuation on the bi-weekly calls when his term completes. All agreed that he should continue as a member of the committee.</p> <p><i>Flagging "New" Foster Parents on the Provincial List</i> Ministry contact who provides the list was wondering about the criteria for "new". Board decided that those with new contracts each month should be flagged.</p>	
9. Next Meeting	Next meeting October 22 nd , 2019 via conference call	
	Meeting adjourned at 4:00 pm	