

PEI Family Violence Prevention Services, Inc.
Board Meeting
January 16, 2018 (5:30-7:30pm)
Location: FVPS Office, Charlottetown, PE

Present: Lauren Gallant, Kent Bruyneel, Shira Zipursky, Selina Pellerin, Lee Anne Farrar, Amanda Cudmore, Tina Pranger, Danya O'Malley (ex officio), Dara Rayner (ex officio),

Regrets: Alanna Jankov, Faye Kingdon, Leslie Hadfield

A. Business

1. Approval of Agenda

MOTION: To approve the agenda as reorganized.

M/S: Shira Zipursky/Amanda Cudmore

CARRIED.

2. Approval of the Minutes

MOTION: To approve the minutes of November 21 & 23, 2017

M/S: Lee Anne Farrar/Shira Zipursky

CARRIED.

3. Election of new member

MOTION: To appoint Danny Gallant to fill the balance of the term remaining for the seats vacated by Shannis Gray, (ending June 2020).

M/S: Lee Anne Farrar/Amanda Cudmore

CARRIED.

4. Welcome New Members

Tina welcomed Kent Bruyneel and Danny Gallant to the board.

A. Leadership

5. Advocacy and Community Engagement

Presentation with Ellen Ridgeway

Ellen outlined her role of Program Manager to the board in relation to Second Stage Housing and SAS. She described her role with the apartments and the residents. Ellen is involved in many committees such as:

Community Advisory Board on Homelessness (CAB) – This group oversees money that comes from the Federal government for homelessness. It consists of 12-14 members across PEI from a variety of agencies.

Homeless Individuals and Families Information System (HIFIS) – Ellen is the HIFIS Community Coordinator for PEI. HIFIS is a software program that was created by the Federal government. It collects information on homelessness across PEI. Each year a report on homelessness is created to show the homeless statistics and services on the Island.

National Network of Women's Shelters and Transition Houses – Ellen is the FVPS representative on the national network and has recently been selected as the Atlantic representative on the committee's advisory board.

Bridge – is a partnership of agencies across the Island that reviews high risk cases that need assistance and intervention. Ellen and Danya are alternate members on the Bridge, Gloria is the main participant.

The main part of Ellen's work is to run the ASPIRE program. This is a program that provides support to women that are moving from shelter to transitional housing, which has been funded from a variety of different foundation grants over the years.

Discussion – FVP Week and ways to get involved

Tina discussed how important it is for the board to be involved as opportunities come up that match their skill set. Another way to be involved is to participate in events that happen with PEI FVPS. The next major activity is FVP Week and Danya highlighted some of the activities that are happening. Danya will send to the board information on all the activities that are taking place.

B. Business

6. **FVPS Budget Analysis** – Danya reviewed all costs and revenue compared to the budget.

7. **ED Report**

Financial Campaign Update – we had a fantastic response to our Financial Campaign and we have currently raised \$45,000. The highlighted theme was the role of Outreach in helping parents.

Mary Kay Foundation Grant – We were successful with our grant application. We applied for funding to enable us to double staff in the shelter when required.

Make it your Business! The videos have been filmed and edited, fine tuning is all that remains. We hope to have a finished project by the end of the month. A training manual is currently being created to give to employers, service providers and the public. The series is 5 videos and will be launched on February 15th.

Phil Culhane – CT Labs – The board had asked at the last meeting for further information on CT Labs.

Danya has provided the board with information on his company. CT Labs focuses on management consulting and currently they are working on changing gender markers in government and businesses. Concern was raised as to whether we can appear to advocate for a certain business under the rules for non-profits set by Revenue Canada.

Reconciliation – when Ellen attended a homelessness workshop in Winnipeg, she noticed that businesses and service providers out west do more for the Indigenous community than is done in this area. Danya reviewed the action items from the Truth and Reconciliation Report and will commit to educating our staff around Indigenous rights and challenges. We can also add a section to our Statement of Beliefs once we have received training and the board has some direction from the appropriate service providers. Danya will investigate who could provide that training to the board.

Housing Arrangement in Summerside – Danya approached the Province to see if we can replicate the agreement that we have in Eastern PEI, where we can have use of one of PEI Housing's apartments. We would choose who lives in the apartment for a period of one year to 18 months. The board is exploring selling our Second Stage duplex in Summerside as the area is not ideal for a safe house. There is a high police presence on the street and they have questioned why we have our safe house located there. There was discussion on when we might list the building. There are currently two tenants, one of whom has just moved in, and this must be considered. We are going to gather information on the value and the current market activity in the area.

United Church Presbytery – Housing – Danya had a discussion with a United Church Presbytery and they are interested in subsidizing rent for a client for up to one year, and this would be ongoing. They wanted to be sure this would be of value to us before proceeding more with planning. Our responsibility would be selecting a client for the subsidy.

8. **Second Stage & SAS**

Occupancy Report – We have been full at both SS and SAS. As is the recent trend, when one person vacates an apartment we are able to fill the vacancy right away with a client seeking housing. A budget analysis was reviewed for each project. We are up in rent for the fiscal year for Second Stage and are on par for the year. For SAS we are down for rent, as a lot of our tenants are employed, therefore they are rent geared to income and this amount is lower than the amount we receive from clients that are on social assistance. The board agrees that more clients being employed is a very positive thing over all.

Oil Tank at Second Stage – this was an item that should have been presented to the board for approval. It was a replacement reserve expense and was over \$2000. Irving had advised a warning on the tank stated it was beginning to eat through the liner, and Danya approved the expense assuming it was maintenance.

9. Board Business

Maxine MacLennan – Maxine is a part time employee of PEI FVPS in Eastern PEI. She was in a car accident and has been off work for the past couple of months. We advance a years’ worth of sick time (three weeks) in extreme cases such as these. The Board and staff wish her all the best.

Endowment – We are at 63.5% of the endowment campaign. Danya updated the Board on the recent developments, events and receptions that are going to be hosted in the near future. Tina spoke with Valerie Docherty, the chair of the Endowment Campaign, about how the Board can help with the campaign. Valerie will come to our board meeting in March to discuss ideas.

Wine & Song Planning Group – We are going to resurrect the Wine, Women and Song event and have it as an Endowment funding event. Lauren, Amanda, Danya & Lindsay are part of the planning group.

Community Exchange World Café – Amanda attended this exchange in October. She was shocked to learn how much funding is such an issue for many of the groups that were in attendance. Amanda said that FVPS is positively known in the community and is doing very well in all aspects of organization management.

10. Other Business

We moved our meetings from Wednesday to Tuesday to accommodate a board member that is no longer on our board. We would like to move the day back to Wednesday.

MOTION: To move meeting day to the third Wednesday of each month.

M/S: Shira Zipursky/Lee Anne Farrar

CARRIED.

11. Personnel – None

12. Next Meeting: *Wednesday, February 21, 2018*

Motion to Adjourn: Kent Bruyneel

Actions: For future discussion - having businesses provide services and donate proceeds.

Chair

Date

Secretary

Date