

**Wheatland Family and Community Support Services (WFCSS)  
Regular Meeting Minutes of June 23, 2021**

Minutes of the Meeting of the Wheatland Family & Community Support Services (WFCSS) held at Wheatland County Offices on June 23, 2021

Chair: J. Pedersen, Village of Standard  
Vice Chair: L. Schultz, Village of Hussar  
D. Burke, Village of Rockyford  
D. Biggar, Wheatland County  
G. Koester, Wheatland County

WFCSS Chief Administrative Officer: L. Walker  
Recording Secretary: C. Harder

Call to Order  
and related  
Business

**PEDERSEN CALLED** the meeting to order at 6:44pm

Resolution 21-06-01  
Approval of  
Agenda

**BURKE MOVED** approval of the agenda as presented.  
Carried.

Resolution 21-06-02  
Approve Regular  
Meeting

**BIGGAR MOVED** approval of the minutes of the Regular Board Meeting of May 26  
2021.  
Carried.

Items for  
Discussion

**Business Arising**

Surplus Carry-Over  
Request

Discussion of changes in timing / process to request to province to carry over  
surplus.

**New Business**

Computer Backup

CAO will continue to consult with Wheatland County and Inspiris to provide a cost  
analysis and valuation of various options concerning computer platforms.

Cyber Insurance

Organizations are responsible to have their own processes in place to mitigate  
cyber attacks for day-to-day operations, especially email and personal information  
of staff and clients. Cyber insurance activates after there has been a breach and  
is available on a cost per incident / magnitude and resolution basis.

Collabria Fraud

Collabria communicated card fraud. Card will be re-issued with no penalties or  
fraud-related repayment.

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<b>Outcome Measures</b>	Reporting requirements to the province will change moving forward. Three categories of outcome measures will be recognized: inclusion, resilience and belonging to the community.
<b>Handibus Service To Rural</b>	Discussion of different rates and move forward options to assist citizens living within Wheatland County and surrounding municipalities of Rockyford, Standard and Hussar.
<b>Resolution 21-06-03</b> Additional Indirect Funding	<b>BURKE MOVED</b> to provide \$4,000.00 to Roots of Empathy from the Indirect Programs Funding contingency. <p style="text-align: right;">Carried.</p>
<b>Resolution 21-06-04</b> Additional Indirect Funding	<b>KOESTER MOVED</b> to provide \$600.00 to 5 for Life for their rural-based Ice Cream in the Park program from the Indirect Program Funding contingency. <p style="text-align: right;">Carried.</p>
<b>Resolution 21-06-05</b> Records Destruction	<b>PEDERSEN MOVED</b> to direct CAO to proceed with the destruction of WFCSS paper records as presented. <p style="text-align: right;">Carried.</p>
<b>Reports</b>	<b>Staff Reports</b>
<b>Resolution 21-06-06</b> Financial Services	<b>BIGGAR MOVED</b> approval of the Financial Statements for May 2021 for WFCSS based on information provided in the Request for Decision. <p style="text-align: right;">Carried.</p>
<b>Resolution 21-06-07</b> Financial Services	<b>SCHULTZ MOVED</b> approval of the May 2021 reconciliation report for WFCSS based on information provided in the Request for Decision. <p style="text-align: right;">Carried.</p>
<b>Resolution 21-06-08</b> CAO Report	<b>SCHULTZ MOVED</b> approval of the June 2021 Chief Administrative Officer report as provided in the Request for Decision. Key points of interest include: WFCSS Scavenger Hunt and Resident Survey as well as updates on the <i>Keep In Touch</i> program, the TEMployment program partnership, the Seniors Abuse Initiative. The upcoming delivery of six WFCSS sponsored Good Food Boxes to the Wheatland County Food Bank will be June 25 <sup>th</sup> . Compass for the Caregivers training sessions have been scheduled for September and November 2021. Everyone is encouraged to view the newly revamped WFCSS website <p style="text-align: center;">Carried.</p>
<b>Resolution 21-06-09</b> Closed Session	<b>KOESTER MOVED</b> to go in camera at 7:57 pm (labour) <p style="text-align: right;">Carried.</p>
<b>Resolution 21-06-10</b> Closed Session	<b>KOESTER MOVED</b> to come out of camera at 8:03pm <p style="text-align: right;">Carried.</p>

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**Resolution 21-06-11**  
Business Arising

**KOESTER MOVED** to increase CAO salary at rate of 5% retroactive to January 1, 2021 and increase vacation time allotment of 1 additional week (5 days).  
Carried.

**Next Meeting:**  
Regular Meeting

September 22, 2021 at 6:00pm, location at discretion of WFCSS Board Chair.

**Adjournment**

**Resolution 21-06-12**  
Adjournment

**SCHULTZ MOVED** to adjourn at 8:08pm.

Carried.

  
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Chair

  
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Recording Secretary