

**Wheatland Family and Community Support Services (WFCSS)
Regular Meeting Minutes of September 26, 2018**

Minutes of the Meeting of the Wheatland Family & Community Support Services (WFCSS) held at Wheatland County Office – September 26, 2018

Chair: J. Pedersen, Village of Standard
Vice Chair: A. Link, Wheatland County
Board Members: L. Schultz, Village of Hussar
D. Burke, Village of Rockyford
D. Biggar, 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 6:24 pm.

Resolution 18-09-01
Approval of
Agenda

BURKE MOVED approval of agenda as presented.

Carried.

Resolution 18-09-02
Approve Regular
Meeting Minutes

LINK MOVED approval of the minutes of the Regular Board Meeting of June 27, 2018.

Carried.

Items for
Discussion

Business Arising

Strategic Planning
Session

January dates will be pursued in consideration of October organizational meetings of partnering municipalities.

Brooks Newell
Circle of Supports

Brooks Newell has WFCSS Board and CAO support in utilizing WFCSS Circle of Supports as template for their version of same.

Resolution 18-09-03
WFCSS Policy
Handbook

LINK MOVED to accept WFCSS Policy Handbook revisions as information. Further updates forthcoming.

Carried.

Items for
Discussion

New Business

WFCSS Bylaws

In response to Edmonton requesting WFCSS Bylaws, Board directed WFCSS CAO to create bylaws for further presentation / discussion.

Staff Recognition/
Team Building

CAO wishes to provide a staff team building opportunity and recognition gift (jackets) in 2018. Board approved and directed CAO to remain within the existing budget designated as such.

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Volunteer Appreciation	A volunteer appreciation dinner will be organized to pay tribute to those who voluntarily contribute to the many programs offered by WFCSS.
2018 WFCSS Grant Youth Club of Strathmore	In response to the Youth Club of Strathmore not using indirect funding in accordance with their funding agreement, the WFCSS Board directed CAO to ask for funds to be returned as per terms expressed within said Agreement.
Resolution 18-09-04 Request for Letter Of Reference	PEDERSEN MOVED that CAO provide a letter of support for ESS Exercise grant application as requested by the Town of Strathmore provided that WFCSS is a partner in the event. <p style="text-align: right;">Carried.</p>
WFCSS Relocation	Discussion pertaining to the WFCSS upcoming required relocation from Wheatland County Office Building resulted in direction of CAO to compile a list of space requirements and contact both building manufacturers and builders for estimates.
Reports	Staff Reports
Resolution 18-09-05 Financial Services	LINK MOVED approval of the June, July and August 2018 income statement as presented based on information provided in the Request for Decision. <p style="text-align: right;">Carried.</p>
Resolution 18-09-06 Financial Services	PEDERSEN MOVED approval of the August 2018 reconciliation report for WFCSS based on information provided in the Request for Decision. <p style="text-align: right;">Carried.</p>
Avail – Audit Fee Waiver	Board directed CAO to decline Avail Audit Fee Waiver service.
Resolution 18-09-07 CAO	BURKE MOVED approval of the July and September 2018 Chief Administrative Officer report as provided in the Request for Decision. Key points of interest included updates on Christmas Hamper, Youth Club of Strathmore, ESS Training partnership with High River/ MD Foothills, Interagency Luncheon, Circle of Supports, Tools for Schools and the Caregiver Manual. <p style="text-align: right;">Carried.</p>
Correspondence:	Letter from FCSSAA FCSSA Board Meeting Highlights
Resolution 18-09-08 Agenda Amendment	BURKE MOVED that Agenda item 5.1 in camera session, “Relocation” be added to section 2.2 F. <p style="text-align: right;">Carried.</p>
Next Meeting: Regular Meeting	October 24, 2018 @ 6:00pm at Wheatland County

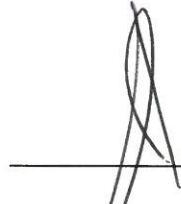
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Adjournment

Resolution 18-09-09
Adjournment

SCHULTZ MOVED to adjourn at 8:43 pm.

Carried.



Chair



Recording Secretary