



Community Services Advisory Board Minutes

April 25, 2017, 5pm

Edmonton Tower Meeting Centre, Room 03-325

Present: Stephanie Chai, Leanne Brownoff, Bonnie Chan, Priti Laderoute, Leanne Reeb, Colin Saby, Sam Jenkins, Nancy Zuck

Regrets: Eman Joumaa, Christine Mummery, Joan Welch, Sarah Leib, Victoria Smith

Guests: N/A

Staff: James Thompson, Gord Stewart, Rejoice Apedoe, Judy Smith, Brent Jans (Minutes)

#	Agenda Item	Member	Outcome
1.	Call to Order & Welcome	L. Reeb	<ul style="list-style-type: none"> Called to Order at 5:12pm
1.1	Approval of Agenda	L. Reeb	<ul style="list-style-type: none"> Approved
1.2	Approval of Consent Agenda <ul style="list-style-type: none"> Minutes – March 28, 2017 Department Information 	L. Reeb	<ul style="list-style-type: none"> Approved
2.	Presentations		No Presentations
3.	Committee Reports/Decisions		
3.1	Social Development Framework	J. Smith	<ul style="list-style-type: none"> Board was informed about the testing of the Social Development Framework Tool across the corporation.
3.2	FCSS Committee	J. Smith	<ul style="list-style-type: none"> Visits with agencies coming to the end of their three-year funding are being scheduled, as well as some programs with one-year agreements New committee members from CSAB were oriented to FCSS Committee procedures
3.3	MacEwan West Tenancy Selection Committee	J. Smith	<ul style="list-style-type: none"> Judy Smith reported on the MacEwan West Tenancy Selection Committee Discussed the selection of a new representative to the committee Online Request for Proposal has gone out for interested parties; Committee will evaluate proposals received later in the year

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4.	Decisions/Discussions		No Decisions/Discussions
4.1	Chair's Report	L. Reeb	<ul style="list-style-type: none"> • Leanne Reeb spoke about the CSAB member appointments, and the two new members (Bette Gray, Kanwal Lali) • Discussed Elections memo from City of Edmonton, and how it affects CSAB members • Action: Set calendar for new member orientation (Brent)
4.2	Citizen Services Update	J. Smith	<ul style="list-style-type: none"> • Judy Smith presented a Citizen Services update • The updated policy for the Community Facility Partner Capital Grant was approved at Council on March 21, 2017
4.3	2017 CSAB Work Plan	J. Smith	<ul style="list-style-type: none"> • Judy Smith discussed the draft of the 2017-18 CSAB work plan • Reminded the Board that the work plan is a living document and will be updated and modified as required.
4.4	CSAB Annual Report Update	R. Apedoe	<ul style="list-style-type: none"> • Rejoice Apedoe presented on the 2016 CSAB Annual Report, seeking feedback. • Board pleased with the new layout and design
4.5	Elections Process for May Meeting	L. Reeb	<ul style="list-style-type: none"> • Leanne Reeb discussed the process for election of the Chair and Vice-Chair at the May CSAB meeting • Board agreed to follow the same election procedures as previous years • Action: Send nomination forms to CSAB members with specific instructions (Brent).
4.6	Report on Community Investment Grant Review	G. Stewart/J. Thompson	<ul style="list-style-type: none"> • Gord Stewart and James Thompson presented on the upcoming changes to the Community Investment Grant Policy • Discussion by the Board of the impact on CSAB • Policy change proposal will go to City Council for approval in June; final draft will come to CSAB for review at May meeting
5.	New Business/Round Table/Future Agendas		No New Business
5.1	Eman Joumaa Leave of Absence	L. Reeb	<ul style="list-style-type: none"> • Eman Joumaa requested a Leave of Absence from CSAB for personal reasons; the Board approved this leave and wish her and her new family well.
6.	Adjournment		<ul style="list-style-type: none"> • Meeting Adjourned at 6:51pm