

# Abilities Manitoba Annual General Meeting 2015-16

**"Be brave enough to start a conversation that matters." – Dau Voire**

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## Mission, Vision, and Values Statements

### Mission Statement

Abilities Manitoba, a network of agencies, exists to foster excellence in service delivery for people with intellectual disabilities.

### Vision Statement

Together we can create a province where all Manitobans value the quality of life of people with intellectual disabilities, and the partnership between communities, governments, families, and agencies that supports them.

### Values

- **Community Participation:** We need community participation to make inclusion, choice and respect for all people a reality.
- **Respect:** The people we are supporting are deserving of qualified staff. Member agencies must comply with all pertinent legislation such as the Vulnerable Persons Act, Human Rights and all others to ensure all persons are treated equitably.
- **Human Rights:** We promote the interests, rights and freedoms of supported individuals in member agencies.
- **Transparency:** Member agencies will be respectful of and accountable to the people they serve, employees, funders/government and the community at large.
- **Not-For-Profit:** Services provided to the people we support will be not-for-profit.
- **Natural Supports:** We recognize the value and contribution of natural supports for people with intellectual disabilities.



**Annual General Meeting Agenda  
April 28, 2016**

**1:00 – 2:00 p.m.**

**Mennonite Heritage Museum  
231 Provincial Trunk Highway 12  
Steinbach, MB**

1. Call to order
2. Welcome and introductions
3. Approval of agenda
4. Approval of meeting minutes from April 23, 2015 Annual General Meeting
5. Reports:
  - a. Leadership Report
  - b. Committee Reports
  - c. Financial Reports
    - i. Financial Report 2015-16
    - ii. Executive Director Proposal
    - iii. Budget 2016-17
6. Amendments to Constitution
7. Director Elections
  - a. Expiring Director Terms
  - b. Election of Directors for 2016-17
8. Adjournment

## Abilities Manitoba

### Annual General Meeting Minutes

April 23, 2015

Victoria Inn - Winnipeg

#### In Attendance:

Leslie Udell	Winnserv Inc.	Chelsea Delaquis	Mountain Industries
Lori Zdebiak	HCG – Selkirk	Maria Freeman	CL – Selkirk
Brenda Elmes	BCO Inc	Kristen Scott	Rolling Dale Ent.
Jeff Daly	Smaril	Jennifer Hagedorn	Visions of Independence
Nancy Hughes	Shalom Residences Inc.	Courtney Welch	Fairfax
Daryn Turcotte	St Amant	Audra Penner	ImagineAbility
Richard Neufeld	Blue Sky	Rod Retelback	Pulford CL Services
Scott Morden	Pulford CL Services	Jeannette DeLong	enVision CL
Leanne Fenez	St. Amant Inc.	Wendy Kennedy	Westman Opportunities
Kim Parks	Community Venture	Michelle Hammond	Community Respite Ser.
Kim Longstreet	Family Visions Inc.	Paul Rochon	Winnserv
Candace Bennet	CL Manitoba	Colin Kawaheski	Community Venture
Kristy Scott	Winnserv	Jacqueline Wall	Macdonald Youth Serv.
Charmayne Dube	New Directions	Nancy Born	Changes Winnipeg
Malinda Roberts	Winnserv	Dana Hope	St. Amant
Wendy Humphrey	enVision CL	Darryl Marsch	enVision CL
Terri Silvius	COR Enterprises	Elaine Hawkins	Family Services –CLDS
Kelly Rutkair	ACL- Interlake	Tracy Fidler	ACL- Interlake
Andrew Morris	Trailblazers	Jason Dyck	Prairie Partners
Jennifer Perron	Epic Opportunities	Karen Hannem	Epic Opportunities
Ruby Reimer	Epic Opportunities	Kimberley Nelson	Gateway Resources
Scott Smith	Dasch	Cheryl Martens	RRC – DCSP
Oly Backstrom	SCE Lifeworks	Tracy Klawuhn	Winnserv
Chris Currie	DASCH	John Leggat	St. Amant
Amanda Campbell	St Amant	Angie Sobernny	Comspan
Sandra Waldmo	Pulford CL Services	Tracey Cyncora	CL Selkirk
Sharon Holmes	CL Selkirk	Heather Fetterly	CL Selkirk
Jeannie Alexander	ImagineAbility	Erika Seidler	Arcane Horizons
Kim McIntyre-Leighton	WASO	Krista Bisset	Connect Employment
Linda Gmitretek	CLBB	Cheryl Splett	CLBB
Susie Rooswinkel	CLBB	Irene Boyse	Visions of Independence
Linda Stephenson	SWCO	Ven Block	Visions of Independence
Jim Lapp	L'Arche	Suzanne Swanton	Continuity Care
Bob Bagamery	HCG- Selkirk	Janet Forbes	CL Winnipeg
Debbie Coombs-Danby	CL Brandon	Robin Romeril	CL Brandon
George Yurchuk	ImagineAbility	Suzanne Slagerman	Family Services –CLdS
Gus Mauro	Stradbrook Residential	Sandy Kauenhofen	ADSPM
Dave Hebert	Changes Winnipeg	Karen Penner	enVision CL
Quinn Adams-Snelson	Prairie Places	K. Cove	Connect Employment
<b>Executive Director:</b>		Margo Powell	



**1. Call to order:**

Malinda Roberts called the meeting to order at 1:00 p.m.

**2. Welcome and Introductions**

Malinda welcomed everyone to the meeting, reviewed the Mission, Vision and Values of Abilities MB and introduced the Executive Committee.

**3. Approval of Agenda**

Moved by Jason Dyck    Seconded by Brenda Elmes                      CARRIED

**4. Approval of 2014 Annual General Membership meeting minutes,**

Moved by Courtney Welch Seconded by Richard Neufeld      CARRIED

**5. Committee Reports**

**External committee Reports:** Malinda Roberts summarized the external committee written report that was shared in the AGM package and identified the Abilities representatives.

**Executive Committee Report:** Malinda Roberts highlighted the achievements that took place over the last 12 months and commended the membership for rallying together to make each of the single items we achieved the success it was.

Malinda introduced Margo Powell, the new Executive Director, and identified how the dream we had several years ago has now become reality and that the uniting of the sector has created this momentous occasion.

Margo spoke about the difference she can see when looking at Abilities Manitoba and how she was blown away by the accomplishments that have been achieved in such a short timeframe.

Malinda thanked the Executive Committee, Winnserv management team and Winnserv Board for sharing her with Abilities and for recognizing the value of the work and the impact it would have on the agency and the sector.

Malinda's message from her Executive Report as President was DREAM BIG - WE CAN DO IT!



## **6. Financial Report**

### **a. Financial Report 2013-14**

Jennifer Hagedorn reviewed the financial report as shown in the AGM package

Motion: To accept the financial report as presented

Moved by: Jennifer Hagedorn    Seconded by: Charmayne Dube

CARRIED

### **b. Budget 2014-15**

Jennifer Hagedorn reviewed the budget as shown in the AGM package

Motion: To accept the 2015-16 budget as presented

Moved by: Jennifer Hagedorn    Seconded by: Courtney Welch

CARRIED

## **7. Director Elections:**

### **a. Expiring Director Terms**

Malinda spoke to the contribution of Charmayne Dube as her term expired. Jeannette DeLong spoke of the contribution Malinda Roberts has made and presented her with a picture in recognition of her work.

### **b. Election of Directors for 2014-2015**

Charmayne Dube , John Leggat, Nancy Hughes and Michelle Hammond were the nominating committee.

Nancy and Michelle presented the slate of nomination included in the AGM package and asked if there were any nominations from the floor – no nominations from the floor.

Motion: To accept the slate of nominations as presented (Audra Penner, Ruby Reimer, and Maria Freeman)

Moved by: Leslie Udell                      Seconded by: Brenda Elmes

CARRIED

## **8. Adjournment**

Motion: To adjourn the meeting

Moved by: Rod Retelback

CARRIED



## **Committee Reports 2015/2016**

### **Leadership Report**

Jennifer Hagedorn, President & Margo Powell, Executive Director

What an amazing and exciting year. We are pleased to present many of the highlights of a wonderful, challenging and rewarding year.

This past year at Abilities Manitoba has seen a steady increase in our unity as a sector, our capacity to respond to pressing issues and trends, and our relationships with other disability groups in Manitoba. We have grown in so many ways and we have accomplished great things together. It's an exciting time to be a part of Abilities Manitoba!

Here are a few highlights from the year:

- Although not without glitches, we initiated web casting of our membership meetings to increase accessibility for our rural and northern members. We look forward to launching even new and better technology in the future that enables members everywhere to take part in meetings, including voting!
- The Executive continued to meet bi-monthly with leaders from CLDS to discuss issues relevant to both our members and CLDS. There are a range of topics brought forward by each group to ensure quality services are provided to the people we support. This year saw Charlene Paquin depart for her new role with the Ombudsman and since we have been forging a relationship with Acting Assistant Deputy Minister, Michelle Dubik.
- After meeting with the Minister of Family Services on several occasions regarding the exclusion of a portion of our direct support staff, we asked Manitobans to write a letter to their MLA and the Minister regarding our concern. Manitobans sent over 1600 letters across the province! We





certainly educated many of the MLA's about our issues and concerns and started a meaningful conversation about the lack of value being placed on direct support staff in Manitoba. We will continue advocacy efforts in this area in the coming year.

- We continued to work towards accomplishing the 5 Priority Pathway and along with wages, an area of focus has been professionalizing the sector through provincially accessible core training. We are not as far along this journey as we would like to report. Energy has been spent on gathering information and developing a survey to gain an accurate and current picture of current needs and gaps. We are looking into a student to conduct research in other jurisdictions over the summer and then having focus groups, utilizing the data gained from the survey. We look forward to new accomplishments and steps forward in this area.
- Our Executive Director, Margo worked half time until November 1 and has since been fulltime. The addition of this role has been so beneficial in moving forward with our goals. Thank you for making this possible.
- DisabilityMatters:Vote2016...WOW! Never have we been more united under common issues with multiple stakeholders. We spread the word, rallied, built bridges, spoke with media, educated, and planned and executed one of the finest advocacy campaigns in Manitoba's history. Together we raised the level of awareness throughout the province and are better positioned than ever to create a bright future. Thank you for all your hard work; you gave this campaign legs. You created a mighty oak from a tiny seed. Be very proud!

There are a few key people we would like give a special thank you to; you were instrumental in our success this year!

To all our representatives on external committees both formal and informal; we could not do it without you. There are many people working as a collective to

achieve our goals and each piece is crucial to our meeting our priorities. Your work is appreciated!

We'd like to thank Patrick Falconer for his vision, guidance and strategic brain. Abilities Manitoba is very fortunate to have you involved and so supportive of our work.

Jennifer Rodrigue, you are a communications gem. Not only was she instrumental with Disability Matters, she also assists us with the media and communications strategies.

And most importantly, to the membership who so generously give time, energy, resources, connections, and support. You are the backbone and the strength of the organization and you do it with admirable passion and exuberance. Thanks to everyone who contributes so much to what makes Abilities Manitoba so successful.

As we look to the coming year we are not short on plans and ideas. There are new relationships to forge with the newly elected PC government. The Building on Abilities project from CLDS remains on the horizon. There is work to be done on increasing membership, addressing antiquated by-laws and zoning issues, our five priorities and of course Disability Matters must continue. There is much work to be done! The Executive is meeting to strategize in May and we have many exciting ideas in the works. There is a great vision for Abilities Manitoba and we remain committed to accomplishing much, much more.

Sincerely,

Jennifer & Margo

## **Community Inclusion Awareness Working Group**

Daryn Turcotte

### Background:

The incidence of neighborhood opposition to residential programs for persons with intellectual disabilities and youth-in-care has been increasing in Manitoba communities. The Manitoba government is interested in working with community stakeholder organizations to address this problem of NIMBYism (Not In My Back Yard) by raising public awareness in support of community inclusion. A working group of community and government stakeholders has been established to plan and implement the public awareness initiative.

Since 2013 the Working Group members have all been adding information and suggestions to this toolkit in an attempt to create a toolkit that will provide service providers with knowledge regarding successful transitions to the community for people with intellectual disabilities and youth-in-care. Specifically the toolkit will provide strategies to reduce neighbour concerns and smooth the process of opening or maintaining a community, shift-staffed, home operated by a local service provider.

### 2015-2016 Progress:

The Working Group reviewed a draft of the toolkit and the final edits were completed in the fall of 2015. The final version of the Nimby Toolkit was distributed to Abilities Manitoba and several agencies for posting on their websites in early 2016. During this time frame, the Toolkit has been accessed and used in some areas of Manitoba with positive feedback. As the toolkit is now complete and the objective of the Working Group has been met, this Working Group will no longer be meeting. If something arises in the future, the Group may come back together but it is considered final at this time. Thank you to all members who took part in the development of this Toolkit.

## **Day Service Review Advisory Committee**

Oly Backstrom

Community members on Committee: Darryl Marsch, Krista Bissett, Irene Boyse, Richard Neufeld, Oly Backstrom, Charmayne Dube

Family Services Members on committee: Andrea Thibault-McNeill (Chair), Manpreet Singh, Lisa Lacroix, Marylea Mooney, Brad McAllister (Sherri-Lynn Rollins joined the last meeting)

**Background:** The main purpose of the committee is to provide advice, information, and input into the implementation of the Day Service Review and the development of final recommendations. The Terms of Reference were revised by Family Services early in 2016 to add a responsibility to the committee: to make recommendations with regard to the day service funding model as well as a vision for services moving forward.

The Day Service Review Committee met in May, June, and July 2015. The main focus of the committee during this time was to re-visit the committee Terms of Reference, as well as to draft and review engagement surveys for both CLDS clients and families. The committee did not meet in the fall of 2015. The capacity of Family Services to fully engage with the Day Service Review/Committee was negatively affected by multiple vacancies in policy analyst/positions throughout the last year, as well as demands of other internal initiatives including the Wage Enhancement Fund and the Building Abilities initiative. In the meantime, the Minister of Family Services was reviewing a draft Day Services Review Interim Report.

In late December 2015, a Day Services Review Interim Report was released by Family Services (distributed by Abilities MB via email on December 30<sup>th</sup>, 2015). The report did not contain any recommendations; as per the interim report, "The day services review has moved into its final information gathering and analysis phase. A report summarizing findings, themes and providing recommendations is in the process of being drafted. The anticipated completion date is January 2016."

There was also a survey being conducted for CLDS participants, as well as families (as per the information sent by Abilities MB December 30<sup>th</sup>) with a January 13 response deadline.

Meetings picked up again during the first few months of 2016; the committee met three times since the last report: Thursday January 7<sup>th</sup>, Thursday February 11<sup>th</sup>, and Friday February 26<sup>th</sup> (the last meeting hosted by Blue Sky Opportunities in Altona). Though the committee was to continue to meet more frequently to expedite the review process, it has not met since February 26 (a meeting in March was cancelled because a critical mass of committee members could not attend).

In the most recent meetings, the committee was deeper into the fray of a lively conversation around service models, core values, philosophy and intent. As per the interim report, there is a focus on employment, what that means, what that could look like. There is a great deal yet to be discussed.

There was discussion at the most recent meeting about both Building on Abilities and the Supports Intensity Scale, including the use of select subscales to determine a funding level. There will be more discussion around this at the upcoming meetings. There had been a goal stated at the time of having a final report in the Minister's hands by May 2016; this will likely be delayed.

### **Disability and Community Support Program**

Red River College Advisory Committee - Leslie Udel

This committee advises the college in the areas of planning and evaluating the Disability and Community Support Program. It meets twice a year and the members consist of employers or prospective employers of people who attend the program.

The two meetings held in the past year were in April 2015 and October 2015. In April 2015, it was reported that there were 34 Full time students with 12 of those coming from the Workplace program. Year 2 had 17 full time students with 4 coming from the Workplace program. It was announced at that meeting that the Department of Family Services would be paying tuition, books and mileage for up to 15 students in the next program year. Continuing and Distance Education ran the Foundations course in the fall and winter with 90 students and the Supervision in Human Service Settings had 49 students. The Regional Campuses offered the Foundations course in Dauphin, Brandon, Selkirk, Winkler and Steinbach with a total of 124 students. Supervision in Human Service Settings was offered in Steinbach, Selkirk, Dauphin and Brandon with a total of 65 students.

At the meeting in October 2015, it was reported that the University of Winnipeg Disability Studies program had their first graduation, in June, of three joint program students. The June Red River convocation saw 11 Diploma students graduate (4 of whom were sponsored students) and 2 Certificate students graduate. Year 1 enrollment was at 28 Full time students, with 9 of those being part of the Workplace program. Year 2 consisted of 25 Full time students, with 12 of those



part of the Workplace program. Five people were enrolled in the Prior Learning Program. Continuing and Distance Education were running four sections of Foundations in the fall of 2015, for a total of 88 students, 2 sessions in the winter for up to 45 students and another two sessions in the winter of 2016 for 40 students. Supervision in Human Services Settings was being offered in two sessions for 43 students, one session in the winter of 2015 for 26 students and one more session in the winter of 2016 for up to 40 students.

The Regional Campuses were offering Foundations in Steinbach, Brandon, Dauphin, Portage, Arborg and Winkler to a total of 133 students. The Supervision in Human Service Settings was being offered in Dauphin, Brandon, Selkirk and Brandon to 54 students. The goal is to offer the Foundations program online so it can be accessed by a broader group of students.

The Advisory Committee just met again April 26, 2016. Year 1 enrollment is 23 Full time students with 9 of those being workplace students (8 of which are funded). Year 2 enrollment is 24 Full time students with 12 being Workplace students (11 funded). The regional programs and Continuing and Distance Education, who offer Foundations and Supervision in Human Service Settings, have indicated that they have been facing a significant obstacle in the last year with regards to cut backs in funding for spots. Formerly they could open up a course and receive funding from the department for as many students as registered but the department recently began setting ceilings. Spots in Winnipeg, in particular, fill almost instantly and in rural areas there are also more people interested in taking the courses than there are funded spaces. There is currently no one for the college to work with, within Family Services, so no further plans have been made to offer Foundations or Supervision courses.

In addition to the challenges noted by Continuing Education and the Regional programs, the full time program has also been unable to getting any sense of ongoing funding for workplace students. One of the responses received indicated that the department had hired a consultant to find out from agencies what training they needed for their staff and that all decisions around funding would be based on the consultant's recommendations. It may be helpful, in moving the funding discussion forward, if agencies, in conjunction with Abilities Manitoba, were to advocate for a timely response to the college. The college would also appreciate



any feedback from Abilities, as to what more may be needed from them on this issue.

## **Barrier Free Manitoba**

Jeannette DeLong

The Minister Responsible for Persons with Disabilities released the first annual implementation plan for the Accessibility for Manitobans Act (AMA) on May 19, 2015. The Plan targets six strategic priorities:

1. Development and Implementation of Standards, including Consultation;
2. Government Leadership;
3. Resource Development;
4. Training;
5. Public Awareness; and,
6. Development of Compliance Measures.

The Province released the first Regulations for the Customer Service Standards under the AMA on October 21, 2015. These regulations require organizations to set policies, provide training to their staff and have good communication practices to ensure customers do not face barriers when accessing their services. In the first year, government bodies will be required to comply, with public sector bodies required to comply within two years and non-profit and private organizations to comply within three years.

In 2015 the Province made a commitment to continue the work on the accessibility standard for employment and release a discussion paper by March 31, 2016. It's disappointing that nothing has yet been released.

Concerns continue that there is still no commitment to resource the Disabilities Issues Office and the Accessibility Advisory Council adequately to do that work that they are required to do under the Act. Despite this the Disabilities Issues Office has numerous resources to assist in meeting the Customer Service Standard.

<http://www.accessibilitymb.ca/customer-service-standard.html>

BFM has mobilized their Drive Through Five campaign. This campaign covers the next three years which will be a crucial time to ensure that government is following

through on their commitments made through the AMA. Without close monitoring there is a risk that the government may lessen the priority to move forward with the intent of this legislation.

As non-profit organizations, we need to be prepared to meet the Customer Service Standards by fall of 2018. We have an opportunity to demonstrate full inclusion and assist businesses in meeting their obligations to be fully accessible.

### **Innovation Working Group**

Maria Freeman

*This committee is no longer active.*

*No meetings took place after the Abilities Annual General meeting of 2014-15.*

The Innovation working group was formerly a subcommittee of the Redevelopment Committee. Since the Redevelopment committee was disbanded in September 2014 the innovation subcommittee has become the Innovation working Group.

### **Wage Enhancement Fund Committee**

Malinda Roberts, Jeannette DeLong

#### **Background:**

The Wage Enhancement Fund Committee was developed in August 2014 to offer guidance regarding the general development and overall administration of the Wage Enhancement Fund. The Committee is comprised of agency, government and union representatives.

#### **Annual Report:**

The Wage Enhancement Fund Committee has met 6 times since April, 2015. It has been increasingly challenging to ensure full attendance at Committee meetings. Representatives from Family Services also changed in May 2015 due to restructuring within the department.

At each meeting, agency representatives provide feedback on the application and reconciliation process and highlight other agency concerns. Some concerns identified have been:

- Time consuming application and reconciliation applications.





- Agencies were not being compensated for all wage related expenses – the application forms have been updated to better account for expenses incurred.
- Wage compression concerns for Disability Support Workers – new vs. long term.
- Wage compression concerns between Disability Support Workers and House Managers – beginning January 1, 2016, House Managers have been included in the Wage Enhancement Fund eligibility criteria at a starting wage of \$15.13/hour.
- Wages for front line workers who are currently ineligible for the Wage Enhancement Fund (day service, respite and supported independent living).
- Requirement to report merit increases in the reconciliation process – with retention this results in higher wage costs but less revenue to cover the expense in the long term.
- Lack of a plan to annualize wage related funding in agency budgets and eliminate (or streamline) the application/reconciliation process.
- Lack of a link between the Wage Enhancement Fund and the Building on Abilities project that is intended to provide a different funding structure for agencies.

The Committee also developed and released a Common Question and Answer document for agencies in October 2015.

## Financial Report 2015/2016

**ABILITIES MANITOBA INC.**  
Statement of Revenues and Expenditures  
For the Twelve Months April 1, 2015 to March 31, 2016

	Actual 2015/16	YTD Budget 2015/2016	Variance	Budget 2015/16
<b>Revenue</b>				
AGM and Other Events	\$ 12,175	\$ 16,000	\$ (3,825)	\$ 16,000
Disability Matters Campaign	60,685	-	60,685	-
Memberships	19,000	21,000	2,000	21,000
Special Contributions	69,495	80,000	(10,505)	80,000
Bank Interest	203	200	3	200
<b>Total Income</b>	<b>\$ 161,558</b>	<b>\$ 117,200</b>	<b>\$ 44,358</b>	<b>\$ 117,200</b>
<b>Expenditures</b>				
AGM and Other Events	\$ 15,718	\$ 20,000	\$ 4,282	\$ 20,000
Honorariums / Donations	106	500	394	500
Constituencies Engagement Process	-	14,500	14,500	14,500
Project Group Contract	2,651	20,000	17,349	20,000
Staff Contract	57,100	48,000	(9,100)	48,000
Printing / Marketing	106	2,000	1,894	2,000
Disability Matters Expenses	47,197	-	(47,197)	-
Office Expenses	1,323	2,000	677	2,000
Meals and Accomodations	375	-	(375)	-
Service Charges	96	-	(96)	-
Information Technology	3,218	2,000	(1,218)	2,000
Administrative Assistant	-	-	-	-
Executive Committee Travel	-	1,200	1,200	1,200
Contractor Travel	1,359	7,000	5,641	7,000
<b>Total Expenditures</b>	<b>\$ 129,251</b>	<b>\$ 117,200</b>	<b>\$ (12,051)</b>	<b>\$ 117,200</b>
<b>Net Income</b>	<b>\$ 32,307</b>	<b>\$ -</b>	<b>\$ 32,307</b>	<b>\$ -</b>

**Bank**

March 31, 2016 Balance Chequing	\$ 136,866.77
March 31, 2016 Balance Savings	10,596.99
<b>Total Cash</b>	<b>\$ 147,463.76</b>

## Budget 2016/2017

### ABILITIES MANITOBA INC. Budget 2016/2017

	Actual 2015/2016	YTD Budget 2015/2016	2015/2016 Variance	Budget 2015/16	Budget 2016/17	Budget Variance
<b>Revenue</b>						
AGM and Other Events	\$ 12,175	\$ 16,000	\$ (3,825)	\$ 16,000	\$ 16,000	\$ -
Disability Matters Campaign	56,947	-	56,947	-	-	-
Memberships	19,000	21,000	(2,000)	21,000	18,700	(2,300)
Special Contributions	72,995	80,000	(7,005)	80,000	93,525	13,525
Corporate / Donor Contributions	-	-	-	-	25,000	25,000
Bank Interest	203	209	3	200	198	(2)
<b>Total Income</b>	<b>\$ 161,320</b>	<b>\$ 117,209</b>	<b>\$ 44,110</b>	<b>\$ 117,200</b>	<b>\$ 153,423</b>	<b>\$ 36,223</b>
<b>Expenditures</b>						
AGM and Other Events	\$ 17,602	\$ 20,000	\$ 2,398	\$ 20,000	\$ 16,000	\$ (4,000)
Honorariums / Donations	106	500	394	500	500	-
Constituencies Engagement Process	-	14,500	14,500	14,500	13,500	(1,000)
Project Group Contract	2,651	20,000	17,349	20,000	-	(20,000)
Liability Insurance	-	-	-	-	5,981	5,981
Professional Fees	-	-	-	-	16,600	16,600
Staff Contract	65,100	48,000	(17,100)	48,000	73,680	25,680
CPP	-	-	-	-	3,444	3,444
EI	-	-	-	-	1,783	1,783
WCB	-	-	-	-	972	972
RRSP	-	-	-	-	2,192	2,192
Group Benefits	-	-	-	-	3,770	3,770
Printing / Marketing	306	2,000	1,694	2,000	2,000	-
Disability Matters Expenses	56,947	-	(56,947)	-	-	-
Office Expenses	1,364	2,000	636	2,000	2,000	-
Meals and Accomodations	375	-	(375)	-	-	-
Service Charges	96	-	(96)	-	-	-
Information Technology	3,540	2,000	(1,540)	2,000	4,000	2,000
Administrative Assistant	-	-	-	-	-	-
Executive Committee Travel	-	1,200	1,200	1,200	1,200	-
Contractor Travel / Employee Mileage & Expenses	1,410	7,000	5,590	7,000	7,000	-
<b>Total Expenditures</b>	<b>\$ 149,298</b>	<b>\$ 117,209</b>	<b>\$ (32,089)</b>	<b>\$ 117,200</b>	<b>\$ 153,423</b>	<b>\$ 36,223</b>
<b>Net Income</b>	<b>\$ 12,022</b>	<b>\$ -</b>	<b>\$ 12,022</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ 0</b>

## Proposed Changes to Constitution

**All Articles:** Change language from Executive Committee to **Executive Board**.  
Change language from Directors or Officers to **Directors and Officers**.

**Rationale:** Consistency in language throughout.

### Article 3: MEMBERSHIP

**Rationale:** To allow for members to participate in voting when attending via webcast.

Current Language	Proposed Language
3.3 Each member in good standing shall be permitted one vote on each resolution arising at any special or general meeting of Abilities Manitoba.	3.3 Each member in good standing shall be permitted one vote on each resolution arising at any special or general meeting of Abilities Manitoba. <b>Members joining by webcast will be provided information on how to vote virtually when they register to attend the webcast.</b>

**Rationale:** Removing the cap on representatives better recognizes of the varying size of member agencies and each members desire to participate.

Current Language	Proposed Language
3.4 Each member can designate <b>up to four</b> representatives to attend meetings of the members, who may be employees, board members, or supported individuals, <b>to attend member meetings. No member shall be represented by more than four people unless a majority of votes cast at that meeting resolves</b>	3.4 Each member can designate representatives to attend meetings of the members, who may be employees, board members, or supported individuals.

otherwise.	
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**Rationale:** Correct corresponding article is 8.5. Reference to section 9.5 represents a typo.

Current Language	Proposed Language
3.5 An agency shall cease to be a member upon the two-thirds (2/3) vote of the members or upon failure to pay any membership fee in accordance with section 9.5.	3.5 An agency shall cease to be a member upon the two-thirds (2/3) vote of the members or upon failure to pay any membership fee in accordance with <b>Article 8.5.</b>

**Article 4: ANNUAL AND SPECIAL MEETINGS OF MEMBERS**

**Rationale:** Align timeline to be consistent with Article 7.6 referring to providing members with preliminary slate of directors.

Current Language	Proposed Language
4.3 A written notice, including an agenda of the business to be transacted, of such Meeting must be circulated to the general membership at least twenty-one (21) days in advance of such meeting.	4.3 A written notice, including an agenda of the business to be transacted, of such Meeting must be circulated to the general membership at least <b>thirty (30) days</b> in advance of such meeting.

**Article 5: EXECUTIVE OFFICERS**

**Rationale:** More accurate language

Current Language	Proposed Language
<b>EXECUTIVE OFFICERS</b>	<b>EXECUTIVE BOARD</b>

**Rationale:** Increased flexibility in Director and Officer terms will allow for improved succession planning.



Current Language	Proposed Language
<p>5.1 At the Annual General Meeting, members shall elect sufficient replacement directors to bring the Executive Board to a complement of six (6) to eight (8) voting directors. Unless circumstances such as resignations or removals require other arrangements, the standard practice will be to elect three directors each year, with each director's term to last two years.</p>	<p>5.1 At the Annual General Meeting, members shall elect sufficient replacement Directors to bring the Executive Board to a complement of six (6) to eight (8) voting Directors. Unless circumstances such as resignations or removals require other arrangements. Each Director or Officer shall hold office for a term of one (1), two (2), or three (3) years, as shall be communicated to them by the members upon their election. A Director or Officer shall not ordinarily serve more than five (5) consecutive years.</p>

**Rationale:** Accurate and consistent use of language better defining the article.

Current Language	Proposed Language
<p>5.6 Officers who are absent from three consecutive meetings of the members may be removed or replaced at the discretion of the Officers.</p>	<p>5.6 Directors and Officers who are absent from three consecutive meetings of the members may be removed or replaced at the discretion of the Executive Board.</p>

**Rationale:** Accurate and consistent use of language better defining the article.

Current Language	Proposed Language
<p>5.12 Should an Officer resign or leave, the position will be filled by the</p>	<p>5.12 Should an Director or Officer resign or leave, the position will be</p>



remaining Officers drawing from the representatives of the membership at large. The newly appointed officer shall serve the balance of the term of the person replaced.	filled by the remaining <b>Directors and Officers</b> drawing from the representatives of the membership at large. The newly appointed <b>Director or Officer</b> shall serve the balance of the term of the person replaced.
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**Article 6: GENERAL MEETINGS OF MEMBERS**

**Rationale:** Wording change to reflect the authority of the Executive Board in determining meetings and additional meetings required.

Current Language	Proposed Language
6.1 General meetings of the members (including the Annual General Meeting) shall be held at least six (6) times per year or at such other intervals and at such places as the Officers may from time to time determine.	6.1 General meetings of the members (including the Annual General Meeting) shall be held at least six (6) times per year or at such other intervals and at such places as the <b>Executive Board</b> may from time to time determine.

**Article 7: COMMITTEES**

**Rationale:** Clarification of language and responsibilities.

Current Language	Proposed Language
7.2 The Executive Board shall be responsible for preparation of notices and agenda for meetings of members and generally for the preparation for such meetings. The Executive Board shall serve as coordinating body with respect to other Committees of	7.2 The Executive Board shall be responsible for preparation of notices and agenda for meetings of members and generally for the preparation for such meetings. The Executive Board shall serve as coordinating body with respect to other Committees of



<p>Abilities Manitoba and shall act for and on behalf of the whole of Abilities Manitoba between meetings of Abilities Manitoba. The Executive is accountable to Abilities Manitoba for its decision on review of the membership.</p>	<p>Abilities Manitoba and shall act for and on behalf of the whole of Abilities Manitoba between meetings of Abilities Manitoba. <b>The Executive Board is accountable to members for review of committee membership.</b></p>
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**Rationale:** An increased time allowance to allow for succession planning. Alignment of language and clarification that voting will occur by secret ballot when slate of nominees exceeds the positions available.

Current Language	Proposed Language
<p>7.6 There shall be a Nominating Committee. The Executive shall appoint the Chairperson, who may select up to two additional Abilities Manitoba members. They are to be appointed no later than two (2) months prior to the Annual General meeting.</p> <p>The Nominating Committee shall prepare a preliminary slate of officers. In addition, the Nominating Committee shall cause notices to be sent to all current members of Abilities Manitoba at least thirty (30) days before the date fixed for the Annual Meeting, requesting nomination for the Executive. The notices shall specify that nominations:</p> <p>a. Be in writing;</p>	<p>7.6 There shall be a Nominating Committee. The Executive <b>Board</b> shall appoint the Chairperson, who may select up to two additional Abilities Manitoba members. They are to be appointed no later than <b>four (4) months</b> prior to the Annual General meeting.</p> <p>The Nominating Committee shall prepare a preliminary slate of <b>Directors</b>. In addition, the Nominating Committee shall cause notices to be sent to all current members of Abilities Manitoba at least thirty (30) days before the date fixed for the Annual Meeting, requesting nomination for the Executive. The notices shall specify that nominations:</p>



<p>b. Be consented to in writing by the nominee; and</p> <p>c. Be received by the Nominating Committee fourteen (14) days prior to the date fixed for the Annual General Meeting of Abilities Manitoba.</p> <p>In the event that the slate presented by the Nominating Committee, written nominations, and the nominations from the floor exceeds the total number of officers to be elected, a ballot shall then be held.</p>	<p>d. Be in writing;</p> <p>e. Be consented to in writing by the nominee; and</p> <p>f. Be received by the Nominating Committee fourteen (14) days prior to the date fixed for the Annual General Meeting of Abilities Manitoba.</p> <p>In the event that the slate presented by the Nominating Committee, written nominations, and the nominations from the floor exceeds the total number of <b>Directors</b> to be elected, a <b>secret</b> ballot vote shall then be held.</p>
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### Article 8: FINANCIAL

**Rationale:** Recognition of the Executive Board's decision-making ability in consultation with members. Increased ability to adapt membership fees throughout the year, rather than only at the Annual General Meeting.

Current Language	Proposed Language
<p>8.4 Annual membership fees shall be such as from time to time, be fixed by the members at the Annual General Meeting (or by the Executive ) and become due and payable upon demand for such payment.</p>	<p>8.4 Annual membership fees shall be <b>established in consultation with the membership</b> (or by the <b>Executive Board</b>) and become due and payable upon demand for such payment.</p>

### Article 10: GENERAL

**Rationale:** Align language for consistency

Current Language	Proposed Language
<p>10.3 (PROVISION RESPECTING INDEMNIFICATION OF OFFICERS)</p> <p>Abilities Manitoba and its members shall indemnify an officer or former officer of Abilities Manitoba as a person who acts or acted at Abilities Manitoba's request, and his/her heirs and legal representatives, against all costs, charges and expenses including and amount paid to settle an action or satisfy a judgment, reasonably incurred by him/her in respect of a civil, criminal or administrative action or proceeding to which he/she is made a party by reason of being or having been an Officer of Abilities Manitoba or executing an instrument or agreement on behalf of Abilities Manitoba if he/she acted honestly and in good faith with a view of the best interests of Abilities Manitoba, and not in violation of the provision of the constitution or any resolution of the Officers or members of Abilities Manitoba.</p>	<p>10.3 (PROVISION RESPECTING INDEMNIFICATION OF DIRECTORS AND OFFICERS)</p> <p>Abilities Manitoba and its members shall indemnify Directors and Officers or former Directors and Officers of Abilities Manitoba as a person who acts or acted at Abilities Manitoba's request, and his/her heirs and legal representatives, against all costs, charges and expenses including and amount paid to settle an action or satisfy a judgment, reasonably incurred by him/her in respect of a civil, criminal or administrative action or proceeding to which he/she is made a party by reason of being or having been an Directors and Officers of Abilities Manitoba or executing an instrument or agreement on behalf of Abilities Manitoba if he/she acted honestly and in good faith with a view of the best interests of Abilities Manitoba, and not in violation of the provision of the constitution or any resolution of the Directors and Officers or members of Abilities Manitoba.</p>

## Article 11: AMENDMENTS

**Rationale:** Consistently use days throughout article and increase timeline to 30 days to align with Nominations timelines.

Current Language	Proposed Language
<p>11.1 The Constitution of Abilities Manitoba may be amended, altered, changed, added to or repealed at the Annual General Meeting of members by two thirds (2/3) majority votes. The Secretary must receive notice of motion to amend no later than two (2) months previous to the Annual General Meeting. Copies of the notice of motion shall be mailed to all members in good standing twenty-one (21) days prior to the Annual General Meeting.</p>	<p>11.1 The Constitution of Abilities Manitoba may be amended, altered, changed, added to or repealed at the Annual General Meeting of members by two thirds (2/3) majority votes. The Secretary must receive notice of motion to amend no later than <b>60 days</b> previous to the Annual General Meeting. Copies of the notice of motion shall be mailed to all members in good standing <b>thirty (30) days</b> prior to the Annual General Meeting.</p>
<p>11.2 This Constitution shall come into power and have effect only when approved at an Annual General Meeting of Members. This Constitution was amended to its current form at the Annual General Meeting of Abilities Manitoba on the 5<sup>h</sup> day of June, 2014.</p>	<p>11.2 This Constitution shall come into power and have effect only when approved at an Annual General Meeting of Members. This Constitution was amended to its current form at the Annual General Meeting of Abilities Manitoba on the <b>28<sup>h</sup> day of April, 2016.</b></p>



## **2015-2016 Executive Committee Members**

President - Jennifer Hagedorn

Vice-President – Jeannette DeLong

Treasurer - Ruby Reimer

Secretary- Maria Freeman

Director - Oly Backstrom

Director- Wendy Kennedy

Director –John Leggat

Director – Audra Penner

Past President- Malinda Roberts

## Call for Nominations 2016-2017

Elections will be held at **Annual General Meeting April 28, 2016** in Steinbach. Each agency that is a paid member is allowed one vote.

### Current Executive:

Jennifer Hagedorn	Visions of Independence	President
Jeannette DeLong	enVision Community Living	Vice President
Maria Freeman	Community Living Selkirk	Secretary
Ruby Reimer	Epic Opportunities	Treasurer
Oly Backstrom	SCE Lifeworks	Director at Large
Wendy Kennedy	Westman Opportunities	Director at Large
John Leggat	St. Amant	Director at Large
Audra Penner	Imagineability	Director at Large
Malinda Roberts	Winnserv	Past President

### For 2016-2017:

Ruby Reimer, Audra Penner, and Maria Freeman still have another year in their terms.

Jeannette DeLong, Jennifer Hagedorn, Wendy Kennedy, John Leggat and Oly Backstrom are completing their terms. Malinda Roberts is completing her one year non-voting/non-elected term as Past President. Jennifer and Wendy are standing for re-election.

Nominations are therefore open for 5 positions on the Executive Committee.

The membership elects Directors to the Executive Committee at the Annual General Meeting. The new Executive Committee then elects Officers within the Executive at their first meeting following the AGM.

Nominations must be in writing (email will suffice) and consented to in writing by the nominee. Information must be received 14 days prior to the AGM (by April 14, 2016). Additional nominations may also be made from the floor, providing the person is present to agree to let their name stand.

The following people have been nominated for the Executive Committee:

**Jennifer Hagedorn      Visions of Independence**

Jennifer Hagedorn has just finished her first two year term with Abilities Manitoba serving as both Treasurer and President. She is standing for re-election.

Jennifer has been the Executive Director at Visions of Independence for the past five years and actively involved with Abilities Manitoba from the beginning. She is a strong believer in networking, sharing, and working together to accomplish provincial goals. She looks forward to the work of Abilities in the next two years knowing we are about to accomplish great things for our community.

**Wendy Kennedy      Westman Opportunities**

Wendy has just completed her first two year term as a Director at Large on the board of Abilities Manitoba and is standing for re-election.

Wendy has been working with Westman Opportunities Inc. for the past 19 years. Having started in this field as a Direct Support Worker before becoming the Executive Director has given her great insight into the challenges our individuals and employees face. While her agency is small in comparison to most in the province, it's important that all perspectives are seen and heard when advocating for the work agencies do. These past 2 years have been a great learning experience and Wendy is excited for the opportunity to continue to work with the executive.

Being part of the executive has also made it possible to continue the link between Abilities Mb and the Westman Parkland Network. Working with both groups has been valuable in bringing regions together showing our government the strength and determination of our sector. While there is still much work to be done Wendy feels we are on our way!

## **Krista Bissett**

## **Connect Employment**

Krista Bissett is the Executive Director of Connect Employment Services, a community based organization supporting adults with intellectual disabilities to work and participate in the community. Krista has been with the organization for over 23 years, having held a variety of positions from front line to management, to her role as Executive Director. Krista has been in her current role for approximately 15 years.

Krista has participated on a variety of committees and is currently on the CLDS Day Services Advisory Committee, Transforming Futures Advisory Committee, the Joint Community/Government committee, Red River College Community and Disability Supports Curriculum Committee the Transforming Futures Evaluation Committee, DMV 2016 Constituency Committee, and the Manitoba Supported Employment Network.

Acknowledging the transformative work done by Abilities Manitoba over the last few years, Krista is interested in joining the current efforts to ensure that the five priority areas continue to be pursued, and promoted within our sector, to bureaucrats, politicians, and the general public.

## **Leanne Fenez**

## **St. Amant**

Leanne has worked within the Community Residential Program at St. Amant for 28 years and has been involved with Abilities Manitoba (formerly MCSP) for much of that time. Leanne has served on various Abilities committees and working groups and most recently has been representing Abilities on the Public Guardian & Trustee Working Group as well as advocacy related to housing codes and by-laws.

Leanne worked together with others in the sector to help found the Alliance for Direct Support Professionals in May, 2014. One of Leanne's passions and focus is quality assurance and she has worked to bring Personal Outcomes Measures and the standards of The Council on Quality and Leadership to St. Amant and other service providers within the disability field.

## **Scott Morden**

## **Pulford Community Living**

Scott Morden is a Director of Services at Pulford Community Living Services Inc. Pulford provides Day Service, Residential, SIL and Youth supports to people living with physical and intellectual disabilities in 3 regions of Manitoba, Winnipeg, Ste. Anne and the Interlake.

Scott has worked at Pulford for almost 15 years. In this time he's worked a variety of positions within the organization, starting as a front line Day Service worker to Director of Services. This experience gives him a thorough understanding of both the practical aspects of working in this field as well as the administrative demands required for a leadership role. He believes individualized support and celebrating each person's strengths is crucial to achieve success; however that is defined by each person.

Scott is interested in joining the executive of Abilities Manitoba because it is exciting to see the direction they are going in and he would love to contribute to the momentum created by the Disability Matters: Vote 2016 campaign. Contributing in a small way to the DMV 2016 "Right to Vote" working group has sparked an interest in Scott to see where Abilities Manitoba is headed and he would love to be a part of it.

Thank you,

Malinda Roberts, Jeannette DeLong, John Leggat  
Nominations Committee