

Prairie Region Halfway House Association

Annual General Meeting – 2004-05

The 2004-05 Annual General Meeting of the Prairie Region Halfway House Association was called to order at 9 a.m. on Friday, June 3, 2005, at the Ramada Hotel in Saskatoon, Saskatchewan. Present were the following:

Pat Babiak – YWCA Brandon
Kim Barnes – Elizabeth Fry Women’s Residence, Saskatoon
Craig Cheffins – Seventh Step, Calgary (PRHHA President)
Ron Coles – United Church Halfway Homes, Winnipeg
Larry Cook – Ontario Halfway House Association Executive
Director
Wendy Cook – Salvation Army Booth Centre, Thunder Bay
Deanna Elias-Henry – YWCA Regina
Ed Fox – Catholic Social Services, Edmonton
Toby Gent – JHS Bedford House, Calgary
Al Gordon – Elpida House, Catholic Social Services, Edmonton ()
David Harder – Salvation Army, Yellowknife
Sharon Low - Berkana House, Calgary
Art Rasmussen – Ontario Halfway House Association President
Gordon Sand – JHS Bedford House, Calgary
Jennifer Schoek – Executive Director, MACSI, Saskatoon
Rick Underwood – Seventh Step, Calgary
Caroleen Wright – Executive Director, E. Fry Saskatoon

Review of Agenda

The Agenda for the Annual General Meeting was reviewed.

Rick Underwood, Caroleen Wright, carried:
“that the Agenda be approved as prepared.”

Minutes of the Annual General Meeting of 2003-04

The Minutes of the Annual General Meeting of 2003-04 were reviewed.

Pat Babiak, Ed Fox, carried:
“that the Minutes of the meeting of June 11, 2004 be approved as recorded.”

Reports

President's Report

Craig noted that his report was, for the most part, contained in his portion of yesterday's PowerPoint presentation. He added that the main task at the moment was to keep things moving forward with CSC, and that this had been difficult in the past because of the frequent change of personnel at Regional Office.

Craig acknowledged that the Community Partnerships and Engagement Committee (CPEC) had been initiated, and that there had been a first meeting, but he expressed concern that it was still somewhat lukewarm: the District Director who was to attend had sent a Section Supervisor in his place, Paul had stated that he would not be able to attend all of the time, and the Warden had stated the same. Craig further added that we need people who are enthusiastic about community corrections on the CPEC.

Craig then stated that, on the home front, we need to associate as CRF's and create bonds.

Jennifer Schoek suggested that we use video conferencing for Board meetings, and also suggested the use of university dorms for conferences. She further suggested that training conferences be divided into a management training stream and a training stream for front-line staff.

Finance Committee

Sharon presented the 2004-05 Financial Statements (attached to these Minutes).

Gordon Sand, Pat Babiak, carried:
"that the 2004-05 Financial Record be accepted as prepared."

Deanna questioned the necessity of an auditor, especially should our budget be extended by a contract with CSC. It was suggested that we compare fees for a number of firms in the community where the treasurer resides.

Gordon Sand, Rick Underwood, carried:
"that the membership give the Board the authority to review several auditing firms and select one of them for the 2005-05 year, should we receive funding from CSC."

Sharon presented the 2005-06 Budget, which does not include funding from CSC.

Kim Barnes, Ed Fox, carried:
“that the 2005-06 Budget be adopted as prepared.”

Craig noted that there was a budget which was submitted with a proposal for funding to CSC, which is available to the membership.

The question of where a potential coordinator for the PRHHA might be located was discussed. Larry Cook of the OHHA noted that, as the staffperson for the OHHA, he works out of his house, which saves the cost of office space.

Craig noted that the Assistant Deputy Commissioner for the Ontario Region had forwarded the completed contract with OHHA to the meeting yesterday, and that it was being reviewed by CSC Prairie Region. Art stated that the contract would not have come about without the enthusiasm of CSC personnel in Ontario.

Sharon stated that the Board has decided that the membership will be limited to those who have paid their dues, and this will be reflected on the PRHHA letterhead. Nevertheless, general communication will continue to be sent to all CRF's.

Committee Reports

There were no committee reports.

Craig noted the need for more activity at the Committee level, and invited interested members to contact the Board about membership on a committee.

Elections

Al Gordon reviewed the By-laws, and noted that Board members sit for two years, but can be re-elected for three additional terms. Therefore, the current Board is up for re-election in its entirety. He noted that representation desirable for the Board: representatives from each province, from First Nations, and from the major community agencies: E. Fry, John Howard Society, Seven Steps, ec.

The election was conducted by Larry Cook and Art Rasmussen from the OHHA.

The Board was elected as follows:

Craig Cheffins
Al Gordon
Sharon Low
Rick Underwood

John Weeks
Caroleen Wright/Kim Barnes
Jennifer Schoek
Pat Babiak

In response to discussion, Craig noted that the next Annual Conference should include at least a couple of hours of Members-only sessions.

Training Conference

The possible format of a training conference for the 2006 Annual Conference was discussed. It was suggested that the training conference be two full days, and that it be held in September. Location was undecided.

Deanna suggested that the planning of the training conference be given to a Conference Committee which would be initiated by the Board.

Adjournment

Deanna Elias-Henry, Ed Fox, carried:
“that the Annual General Meeting be adjourned.”

The meeting was adjourned at 10:15 a.m.

Sharon Low
Secretary/Treasurer