



Communities 4 Families

(Downtown Parent-Child Coalition)

Annual Report 2006-2007



Communities 4 Families (Downtown Parent-Child Coalition)

June 20, 2007
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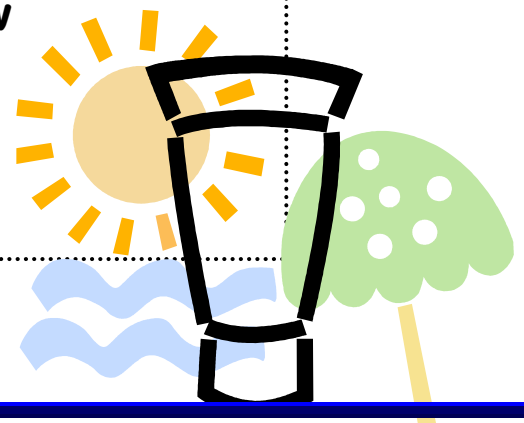
Robert A. Steen Community Centre

Annual General Meeting

Agenda

- Introductions
- Speaker: Somali Women's Group
- Update from Healthy Child Manitoba - Wendy Church
- Approval of Agenda for the day
- Approval of Minutes of the June 14, 2006 AGM
- Approval of Audited Financial Statements
- Chairperson's Report
- Committee Reports
- Presentation of Officers
- Announcements
- Meeting Adjourned

Business meeting to follow





Members of Communities 4 Families 2006-2007

Toyin Akinremi
Judy Baker
Judy Barg
Anne Barr
Tracey Busby
Wendy Church
Carole Clarke
Hubert Fenton-Smedts
Greg Ferguson
Sherry Funk
Bob Gingras
Rosemarie Gjerek
Linda Godin-Sorin
Carole Hudek
Candyce Jones
Ellen Kelley

Frank Liebreit
Laurie Marcella
Barbara Martin
Leslie Nutbean
Gay Pagan
Jo-Anne Palanuk
Rozelle Srichandra
Sharon Taylor
Carol Tolchinsky
Maria Isabel Toro-Vidal
Kathy Wilson

Helping Hands Resource Centre for Immigrants, Inc.
Manitoba Advanced Education and Literacy
Winnipeg Regional Health Authority
The Family Centre
Community Member
Healthy Child Manitoba
Pregnancy & Family Support Services, Inc.
Kid Gloves Day Care Inc
City of Winnipeg, Community Services Department
Literacy Works
Valour Community Centre
Klinik Community Health Centre
Ka ni kanichihk Inc.
YMCA – YWCA of Winnipeg
Bookmates
Manitoba Culture, Heritage and Tourism, Recreation &
Regional Services Branch
Community Member
Healthy Start for Mom & Me
Klinik Community Health Centre
St. Matthews Kids Korner
Manitoba Government Employees' Union
Manitoba Family Services and Housing
Winnipeg Regional Health Authority
Wolseley Family Place
YMCA-YWCA of Winnipeg
NEEDS Centre for War Affected Families
Greenway School





Committee Members 2006-2007

Chairperson – Judy Baker

Banker – Rosemarie Gjerek

Executive Committee: Judy Baker (chair), Carole Clarke, Rosemarie Gjerek, Ellen Kelley, Leslie Nutbean, Sharon Taylor, Genny Funk-Unrau (staff), Ingrid Peters Derry (staff)

Research Committee: Sharon Taylor (chair), Carol Hudek, Frank Liebzeit, Jo-Anne Palanuk, Genny Funk-Unrau (staff)

Healthy Lifestyles Committee: Ellen Kelley (chair), Judy Barg, Barbara Martin, Sheelagh Smith, Genny Funk-Unrau (staff)

Grants Committee: Carole Clarke (chair), Bob Gingras, Frank Liebzeit, Ingrid Peters Derry (staff)

Public Forum Committee: Leslie Nutbean(chair), Anne Barr, Frank Liebzeit, Gay Pagan, Ingrid Peters Derry (staff)

Literacy Committee: Judy Baker (chair), Tracey Busby, Carole Clarke, Sherry Funk, Leslie Nutbean, Ingrid Peters Derry (staff)

Criteria Ad Hoc Committee: Anne Barr, Rosemarie Gjerek, Ellen Kelley, Ingrid Peters Derry (staff)

Council of Coalition Representative: Judy Baker, Frank Liebzeit

EDI Representative: Hubert Fenton-Smedts

Evaluation Representative: Judy Baker

Staff:
Coordinators: Genny Funk-Unrau, Ingrid Peters Derry
Wiggle, Giggle, and Munch: Jennifer Bogoch, Jasbir Chib
Web-Site maintenance: Muhanad Aboud



Downtown Parent-Child Coalition

Annual General Meeting Minutes

June 14, 2006

Present: Judy Barg, Cathy Campbell, Aduk Day, Hubert Fenton-Smedts, Sherry Funk, Bob Gingras, Rosemarie Gjerek, Lorraine Kaczor, Ellen Kelley, Abraham Kuol, Frank Liebzeit, Laurie Marcella, Barbara Martin, Leslie Nutbean, Terra Orlikow, Jo-Anne Palanuk, Sharon Taylor, Carol Tolchinsky, Kathy Wilson, Pamela Zorn

Regrets: Judy Baker, Carole Clarke, Gay Pagan

Staff Present: Genny Funk-Unrau, Ingrid Peters Derry

Chairing this meeting: Hubert Fenton-Smedts

Recorder: Ingrid Peters Derry

1. Introductions

2. **Speaker** – Rev. Cathy Campbell, Aduk Day, and Abraham Kuol, St. Matthew's Anglican Church, spoke about the literacy program with the Dinka-speaking Sudanese community at St. Matthew's

3. **Agenda** – Moved by Frank Liebzeit, seconded by Leslie Nutbean, that the agenda be approved. Carried.

4. **Minutes of the June 15,2005 AGM** – Moved by Frank Liebzeit, seconded by Sherry Funk, that the minutes be approved. Carried.

5. Reports

- Audited Financial Statements – Moved by Sherry Funk, seconded by Ellen Kelley, that the Financial Statements be accepted at presented. Carried.
- Chairperson's Report – Moved by Frank Liebzeit, seconded by Bob Gingras, that the Chairperson's report be accepted. Carried.
- Moved by Leslie Nutbean, seconded by Carol Tolchinsky, that the Chairperson's report be accepted. Carried.

6. **Slate of Officers**

- Chairperson – The Terms of Reference state voting for the positions of officers be held a month prior to the AGM. As there were no nominations forthcoming by the May meeting, Hubert Fenton-Smedts moved that for this AGM only, we waive these guidelines in the “election of officers” bylaw in the Terms of Reference and nominate Judy Baker for Chairperson for the coming year. Seconded by Frank Liebzeit. Carried. Hubert Fenton-Smedts moved to elect Judy Baker for chairperson. Seconded by Carol Tolchinsky. Carried.
- Vice chair –Barbara Martin moved to elect Hubert Fenton-Smedts for the position of Vice-chair. Sherry Funk seconded. Carried.

7. **Terms of Reference** – some changes have been made in the Terms of Reference, adding a section on a Hiring Policy for the Coalition. Ellen Kelley moved that these changes be accepted. Leslie Nutbean seconded. Carried.

8. **Announcements**

- Saturday, **June 17** - Urban Retreat Garden Tours in support of St. Matthew’s-Maryland Community Ministry. Kathy Wilson has tickets available.
- Friday, Saturday, and Sunday, **June 16, 17, 18**. 4th Annual Used book sale at Kildonan Place, a fundraiser for Literacy Works.
- Saturday, **June 17** – Sargent Avenue Street Festival. Sponsored by West End Biz.
- Healthy Child is receiving an award on **June 22** from the Health Council. Genny is available to go as representative of Communities 4 Families.
- Newcomer facilitator – Carol Tolchinsky is looking to have someone in place by the end of June. Newcomer families are welcome to join the Y – talk to Carol with referrals.

9. **Meeting Adjourned**

Carol Tolchinsky moved. Laurie Marcella seconded. Carried.



Report from the Chairperson 2006 - 2007

The past year has been another busy and successful one for the Downtown Coalition. We have continued several of our initiatives based on the positive response we have received from numerous community organizations in the downtown. Over 20 organizations providing services for children and families received assistance from our small grants. For the second year we decided to support family literacy projects which resulted in the development and delivery of 10 programs. We also continued our support of Wiggle Giggle and Munch with the program at Magnus Eliason Recreation Centre, distribution of the handbook, training for program leaders and funding for piloting the model. The success of this program has garnered interest from across the province as well as nationally. A new project this year with the Somali women and children provided opportunities for enhanced EAL and literacy skills through an after school and a kitchen program. Recognizing the value of research in determining the needs of the downtown community the coalition has recently embarked on a project to determine the stressors involved in parenting.

I want to extend my sincere appreciation to our two very capable staff members, Ingrid and Genny, for without their help we would not have accomplished all this work. I also want to express my gratitude to the executive and the committee chairs for their dedication in fulfilling these dual roles. Hubert Fenton-Smedts was vice-chair of the Coalition and chair of the Grants committee for most of the year; Rosemarie Gjerek provided the banking and acted as chair of the Public Forums committee; Ellen Kelley chaired the Healthy Lifestyles committee; and Sharon Taylor chaired the Research Committee.

Finally I want to thank Healthy Child Manitoba for their continued funding and support of our work. By organizing meetings and conferences for the coalitions we have had the opportunity to network and access the latest information and research which is invaluable.

Respectfully submitted,

Judy Baker, chair
Communities 4 Families



Research Committee Report 2006 – 2007

In the beginning of the 2006/2007-year, the research committee finalized the focus for their research project. The committee decided to focus the research on parental stressors. They plan to speak with parents and find out what the stressors are that parents have, how the parents cope with these stressors, how these stressors affect their parenting, what support services parents may use and what gaps in services they see.

The project will use 3 methods to collect information: focus groups, individual interviews and an online survey. The focus groups will be located throughout the downtown area with efforts to include a diverse parent population looking at factors such as: socioeconomic, ethnic, family structure and the ages of the children.

During this past year the research committee hired Marlyn Bennet of the First Nations Child & Family Caring Society of Canada to carry out the research. Marlyn along with her research assistant, Linda Lamirande, assisted the committee in the research design and an ethics review which is being processed through the University of Manitoba Psychology/Sociology Research Ethics Board (PSREB). The researchers also completed a literature review, which supported the need for this research.

The research committee had some changes in its membership over this past year. Terra Orlikow left the committee due to changes in her employment. Two new members were added, Carole Hudek and Jo-Anne Palanuk. The continuing committee members are Frank Liebzeit and Sharon Taylor (chair). Genny Funk-Unrau is the staff support person for this committee.

Respectfully Submitted,

Sharon Taylor, Chair
Research Committee



Healthy Lifestyles Committee Report Wiggle, Giggle and Munch Program 2006 – 2007



History/Background

The Healthy Lifestyles Project committee created Wiggle, Giggle & Munch (WGM) to fill a gap in programming that existed in the Downtown for 1 to 4 year olds and their parents and to encourage physical activity and healthy eating as a means to address the risks of chronic disease and establish healthy lifestyle habits. The Program was piloted over 8 weeks, April to June, 2004 at two sites and then ran from September 2004 to June 2005 at six different sites, free of charge on a drop-in basis. The evaluation that year indicated participants were happy with the program and staff saw the benefits at a personal level for the participants.

From September 2005 to June 2006 the program was offered twice a week for three sessions at Magnus Eliason Recreation Centre at 430 Langside Street for a total of 28 weeks. This year, Dr. Janice Butcher who conducted the evaluation of the program last year, followed up with participants who attended only once or twice to find out why they were not able to come more often. Only 14 out of 30 families could be reached, which reflects the circumstances of families in the Downtown community. The people reached remembered the program immediately and were generally quite positive about it. Most of them had some conflict that prevented them from coming back.

Current

Magnus Eliason Recreation Centre remains the WGM facility and the program was offered as one session over the school year from September 2006 to June 2007 with the typical Christmas and Easter breaks. We have touched 28 families. A major initiative for the committee was the creation of a Wiggle, Giggle and Munch Handbook. It was published in November 2006. Five hundred copies were printed and are available to downtown residents or agencies for free and also can be purchased for \$25 each.

WGM Program Leader Training was also developed this year. As of the end of March 2007, WGM staff have delivered two one-day training sessions for 20 people each and plan two more. As well, WGM staff are also busy responding to requests from other communities/conferences for information/presentations on the program. Mentoring has been available to community groups that are interested in starting a program and two are possibilities for the Spring.

I would like to thank the other committee members, Judy Barg, Barbara Martin, Laurie Marcella and Sheelagh Smith for sharing the responsibility of this program and the additional tasks that came with it. Genny was the backbone to the committee and her conscientiousness and dedication is also very much appreciated



Respectfully Submitted

Ellen Kelley, Chair
Healthy Lifestyles Project Committee



Grants Committee Report 2006 - 2007

The Grant program, now in its fourth year, was established to distribute grants of various sizes to organizations and groups in the downtown area. Grants under \$1,000.00 can be applied for by groups and organizations (both formal and informal). The application and reporting process are kept as simple as possible to allow groups and organizations with limited report / application writing skills to still qualify. The four pillars of the coalition are used as criteria in determining eligibility. This fiscal year, the coalition committed \$15,512 to the committee.

The goals of the Grant Program are simple:

- To assist organizations which require funding to carry out activities which support the four pillars
- To provide these grants in a simple application process, with minimal reporting requirements
- To continue the process of advertising the goals and objectives of the Coalition to the community and,
- To continue to develop relationships and partnerships with groups and organizations in the downtown area.

Respectfully submitted,

Hubert Fenton-Smedts, outgoing chair
Carole Clarke, incoming chair
Grant s Committee



Public Forum Committee Report 2006 - 2007

The Public Forums Committee was charged with the development of promotional materials for the Coalition. These included the design of a new brochure, which was completed, and the re-design of the Coalition web site. This activity is currently underway with the assistance of a local youth. The site is useful in providing easy access to Coalition minutes, information on upcoming grants and trainings, as well as by including links to relevant resources, ensuring information is updated regularly and promoting the work of the Coalition.

A recent request of the Coalition was to have the Public Forums committee actively seeking ways for us to share our resources with each other, in inviting someone to speak to us for a short time after each Coalition meeting, updating our knowledge of resources in the community.

Upcoming plans are to continue the work we were doing in 2006-7 and planning a larger Public Forum in the fall of 2007.

Respectfully submitted,

Rosemarie Gjerek, outgoing chair
Leslie Nutbean, incoming chair
Public Forums Committee





Literacy Committee Report 2006 – 2007

The Literacy committee continued to support the development of innovative family literacy programs in the downtown this year. Family literacy grants supported several different agencies in providing various family-oriented language/literacy-based programming for our community. The Literacy committee allocated funds to support learning through recognizable programs such as “Rock and Read” and for other organizations, the opportunity to pilot “new and innovative” programs.

In our calls for proposals, several issues were highlighted and addressed. The Literacy committee recognized the need to provide a training opportunity around literacy and family support for the refugee community within the downtown area. As a way to address this need, the Literacy Committee sponsored an ESL Literacy And Parenting Skills training that drew participants from various agencies, both within our downtown catchment area and from the broader community.

In the coming year, the Literacy committee looks forward to continuing to support the diverse projects that are now underway in our community and to encourage other initiatives by the various organizations in our downtown.

Respectfully submitted,

Judy Baker, chair
Literacy Committee



Grant Recipients 2006-2007

Small Grant Recipients

Art City Inc.
Breastfeeding Buddies
Cornish Child Care Centre
Day Nursery Centre
Gordon Bell High School Learning Centre
Isaac Brock Community Centre
Jacob Penner Park Drop-In Centre
Kid Gloves Day Care, Inc.
Knox Day Nursery Inc.
Mulvey School Parent Room
Pinkham Parent Involvement
Pregnancy & Family Support Services, Inc.
Sister MacNamara Day Care
Sister MacNamara School Parent Room
The Family Centre
University of Winnipeg Students Association Day Care
Victor Play Centre, Inc
West Broadway Youth Outreach
West Central Community Program
West End Cultural Centre
Wolseley Family Place
YMCA-YWCA of Winnipeg

Family Literacy Grant Recipients

Creative Retirement Manitoba
Day Nursery Centre
Greenway Parent Centre
Helping Hands Resource Centre for Immigrants
NEED Centre Inc.
Pinkham School
Pregnancy and Family Support
St. Edward's School
Spence Neighbourhood Association
The Family Centre
Wii Chiiwaakanak Learning Centre



STAFF REPORT 2006- 2007

Genny Funk-Unrau and Ingrid Peters Derry were hired by the Downtown Parent-Child Coalition in November, 2003. Since then, their time has been spent in doing much of the administrative work of the Coalition as a whole and for the committees working within the Coalition. Some of their tasks this year have been:

- Working with the Grants committee to help process grant applications
- Helping with the work of the Healthy Lifestyles Committee as they continued to run the *Wiggle, Giggle & Munch* program and develop the *Wiggle, Giggle & Munch* training and manual. Tasks included:
 - Managing the creation and printing of the manual
 - Supervising of the *Wiggle, Giggle & Munch* staff.
 - Providing administrative support to the committee
 - Helping to develop *Wiggle, Giggle & Munch* facilitators' training and running several trainings
- Working with the Literacy Committee in providing grants for Family Literacy projects and hosting a Literacy And Parenting Skills (LAPS) training event
- With the Public Forums Committee maintaining the web-site and planning speakers for Coalition meetings
- Working with the Research Committee to develop a research plan and hire a researcher
- Representing the coalition at the Council of Coalitions

Respectfully submitted,

Genny Funk-Unrau
Ingrid Peters Derry
Coordinators



FINANCIAL REPORT FOR THE PERIOD April 1, 2006 - March 31, 2007

- Klinik CHC provides Banker services for the Coalition
- Booke & Partners Chartered Accountants conducted Klinik's financial audit for 2006/2007. This audit included the Communities 4 Families (Downtown Parent-Child Coalition) funds. There is a copy of Klinik's audited financial statement available for your perusal.
- The C4F- DPCC is funded by Healthy Child MB and received an operating grant of \$150,000 for 2006/07.
- For the 2006/2007 fiscal year, the Coalition had operating funds of \$150,000 plus \$1,725 of revenue from trainings and \$41,488 of deferred, allocated revenue from 2005/06 for a total operating budget of \$193,213.
- Expenses for 2006/2007 were \$150,888 with deferred and allocated revenues of \$42,325, which has been carried over into the current fiscal year.

Summary of Expenses:

Personnel Costs	\$38,267
External Grants	\$70,045
Operating Costs	\$12,559 (1)
Program Costs (WGM)	\$30,017

- I would make a motion that the C4F - DPCC financial report for 2006/2007 be accepted.
- Thank you

(1) – Operating Costs for 2006/2007 include all administrative costs, web site maintenance contract, computer purchase and \$5000 allocation for research project

Respectfully Submitted,

Rosemarie Gjerek
On behalf of Klinik Community Health Centre
Banker