



Communities 4 Families
(Downtown Parent-Child Coalition)

Annual Report 2005-2006



Members of Communities 4 Families 2005-2006

Judy Baker	Manitoba Education & Training
Judy Barg	Winnipeg Regional Health Authority
Tracey Busby	Community Member
Carole Clarke	Pregnancy & Family Support Services, Inc.
Stormie Duchnycz	Greenway School
Hubert Fenton-Smedts	Kid Gloves Day Care Inc
Sherry Funk	Literacy Works
Bob Gingras	Isaac Brock Community Centre
Rosemarie Gjerek	Klinik Community Health Centre
Candyce Jones	Bookmates
Mayran Kalah	Community Member
Ellen Kelley	Manitoba Culture, Heritage & Tourism
Carla Kernsted	Manitoba Family Services and Housing
Frank Liebzeit	Community Member
Laurie Marcella	Healthy Start for Mom & Me
Barbara Martin	Klinik Community Health Centre
Terrie Moar	Bookmates
Leslie Nutbean	St. Matthews Kids Korner
Terra Orlikow	Healthy Child Manitoba
Gay Pagan	Manitoba Government Employees' Union
Rozelle Srichandra	Winnipeg Regional Health Authority
Sharon Taylor	Wolseley Family Place
Carol Tolchinsky	YMCA-YWCA of Winnipeg
Maria Isabel Toro-Vidal	The NEEDS Centre
Kathy Wilson	Greenway School



Committee Members 2005-2006

Chairperson – Hubert Fenton-Smedts

Banker – Rosemarie Gjerek

Executive Committee: Hubert Fenton-Smedts (chair), Judy Baker, Carole Clarke, Rosemary Gjerek, Ellen Kelley, Sharon Taylor

Research Committee: Sharon Taylor (chair), Frank Liebzeit, Terra Orlikow, Genny Funk-Unrau (staff)

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

Grants Committee: Hubert Fenton-Smedts (chair), Carole Clarke, Bob Gingras, Frank Liebzeit, Genny Funk-Unrau (staff)

Public Forum Committee: Rosemarie Gjerek (chair), Frank Liebzeit, Gay Pagan, Carol Tolchinsky, Ingrid Peters Derry (staff)

Literacy Committee: Judy Baker (chair), Tracey Busby, Carole Clarke, Sherry Funk, Leslie Nutbean, 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 – Jasbir Chib, Tami Tozeland



Downtown Parent-Child Coalition

Annual General Meeting Minutes

June 15, 2005

Present:: Judy Baker, Judy Barg, Tracey Busby, Judy Cox, Gloria Craciun, Elizabeth Dennie, Stormie Duchnycz, Hubert Fenton-Smedts, Sherry Funk, Susan Galego, Joan Geres, Bob Gingras, Rosemarie Gjerek, Ellen Kelley, Frank Liebzeit, Nancy MacPherson, Barbara Martin, Leslie Nutbean, Terra Orlikow, Gay Pagan, Roszelle Srichandra, Kathy Strachan, Carol Tolchinsky, Kathy Wilson,

Regrets: Carole Clarke, Shereen Denetto, Laurie Marcella, Terrie Moar

Staff Present: Jennifer Bogoch, Genny Funk-Unrau, Shirley Haynes, Ingrid Peters Derry

Chairing this meeting: Hubert Fenton-Smedts

Recorder: Ingrid Peters Derry

1. **Introductions**

2. **Speaker** – Terrie Moar from Bookmates had been scheduled to speak but needed to cancel.

3. In lieu of a speaker Shirley Haynes and Jennifer Bogoch, staff of Wiggle, Giggle, and Munch agreed to lead us in opening stretches. They also shared their thanks for the support of the Coalition and the Healthy Lifestyles Committee. The Coalition expressed their thanks to Shirley and Jennifer for their work this year.

4. **Annual Report Book** – some changes to note:

- Page 2 – Banker should be “Klinic Community Healthy Centre” instead of “Rosemarie Gjerek”
- “Rosemary” should be spelled “Rosemarie”
- Page 6 – should read “as chairperson for the Research committee” instead of “as chairperson for the Grants Committee”
- Page 8 – should read \$28,624 instead of “\$24,340”.

5. **Reports**

- Financial Report - financial statement as distributed

A copy of the audited report will be kept in the Coalition files. Surplus money was allocated at the end of the fiscal year. Rosemarie Gjerek moved that we accept the financial statement for the year 2003-4. Seconded by Frank Liebzeit. Carried.

- Chairperson’s Report
- Executive
- Research

We are aware of research that might be done that will be helpful to our coalition.

- Healthy Lifestyles

In addition to the emailed copy of report, Ellen made additional comments to include thanks to committee members, coordinators, and WGM staff.

- Grants

Another call for proposals will be coming out shortly. Judy Barg is resigning from this committee. Our thanks to her for her work with this committee.

- Public Forums

This committee will soon begin to work on developing a brochure, poster, etc. as well as doing some Public Forums for the community.

- Literacy

Applications for funding are in and the committee is making decisions on these.

- Staff report

Please note the changes on our web site (comments are welcome)

<http://parentchild.cimnet.ca/cim/200.dhtm>

Motion to accept the annual report with the noted changes. Judy Baker moved. Frank Liebzeit seconded. Carried.

4. Presentation of Officers

- chairperson - Hubert Fenton-Smedts
- vice chair – Judy Baker
- Banker - Clinic is reappointed for three years.

5. Terms of Reference

The revised Terms of Reference have been approved and are brought to this meeting for notice. Clean copies will be sent out without highlights.

6. Announcements

- Wiggle, Giggle & Munch – will be starting up at the end of September on Tuesdays and Thursdays at Magnus Eliason Recreational Centre.
- Villa Rosa – summer is a good time to see Villa Rosa as it is a quiet time. Coalition members are invited to make a visit.
- Neighbourhoods Alive – five additional communities are being added that qualify to apply for funds – Ellen Kelly has further information.
- St. Matthew Maryland Urbans Retreat Garden Tour, Saturday, June 18. Kathy Wilson has tickets.
- Summer Enrichment Program sponsored by Social Planning Council – planning is underway. Community day is July 8 at Dufferin School and at John M King School. The program begins the following Monday.

All are welcome to stay for the Coalition business meeting.

7. Meeting Adjourned

Leslie Nutbean moved. Sherry Funk seconded. Carried.



Report from the Chairperson 2005 - 2006

It is with both sadness and a bit of relief that I write this, my final, Chairperson's Report. Sadness because I will miss working so closely with the coalition and the community in my role as chairperson; relief because the piles of paper work and e-mails will now slow down to a trickle, I hope!

This past year has been a successful one for the coalition. We continued many of the projects from previous years - Grants, Wiggle, Giggle & Munch, Literacy as well as continuing development of our Terms of Reference, Public Policy pamphlets and brochures and the many other bits and pieces which make up the coalition's activities in the community. Our most successful undertaking this year, in terms of responding to community needs and really becoming part of the community was our public forum on immigrant and newcomer issues. This was our first venture into the public arena and while there were glitches and unsuspected challenges, overall this forum was very well attended, generated a lot of discussion and led to the establishment of a theatre and community kitchen project funded by the coalition. This undertaking along with the work by the Grant Committee, WGM and all the membership all address needs in the community and focus on the four pillars of the coalition.

I would like to thank both of our coordinators, Ingrid and Genny for their hard work and commitment to the coalition and the invaluable assistance they give me every day. My role of chairperson would have driven me crazy had it not been for their constant vigilance, guidance and work. I would also like to thank the Executive who guided me in my role of chairing meetings, helped me in dealing with issues and overall provided a sounding board and support for the many things that needed to get done. Finally I would like to thank all the members with putting up with my "style" as I ran meetings. I tried to apply both a firm but gentle hand to the timely processing of the agenda so that it was both fair and equal to all. All of you took my style with grace and humour and I appreciate that!

These past two years have been busy and exciting for me and I wish my successor good luck as he/she guides the coalition ahead. I know you will have the help of the many wonderful people who make up the coalition and the community.

Respectfully submitted,

Hubert Fenton-Smedts
Chairperson



Executive Committee Report 2005 – 2006

It has been a busy year for the executive, as we oversaw the work of the various committees, worked with Healthy Child on various projects, worked with the community on a variety of endeavours and overall tried to coordinate all the activities of the Coalition.

Over this past year the executive has worked hard at the continued development of procedures and policies to address the many facets of the Coalition's work. Thus we changed the Terms of Reference (and continue to develop these), began the development of staffing policies and procedures, made decisions and recommendations on a variety of projects brought before us both from within and without the Coalition.

I would like to thank all the members of the executive for all their hard work both at the meetings and back in their homes and offices, where so much of the real work of the Coalition happens. I would especially like to thank our staff, Genny and Ingrid for their dedication to the coalition, their wonderful minutes, their attention to detail and their amazing ability to work with so many different people and groups and somehow keep it all straight!

Respectfully submitted,

Hubert Fenton-Smedts
Chairperson



Research Committee Report 2005 – 2006

During the first half of this fiscal year, during which I was the chair of the committee little was accomplished. Unfortunately the research component which the Coalition directed us to pursue always seemed to fall on the back burner, pushed aside by more pressing matters. This reality was never hidden from the Coalition and finally late in the fiscal year the committee, which had been another role of the executive committee, became a self-standing committee. This separation of roles allowed the research committee to focus on developing a plan for research in the upcoming fiscal year.

I would like to thank Sharon Taylor for stepping up and taking on the chairperson role of this committee and providing the energy and direction the committee so desperately needed.

Respectfully submitted,

Hubert Fenton-Smedts
Chairperson
Research Committee

A new Research Committee, separate from the Executive Committee, was formed in November 2005. The members of the committee are: Sharon Taylor (chair), Frank Liebzeit, Terra Orlikow and Genny Funk-Unrau (staff support).

The committee met several times to discuss their topics of interest in the area of research and develop a research plan. The topic that was chosen to research is stressors of parenting. The committee will contract with a researcher who will plan and carry out the research using a participatory research design and qualitative/narrative analysis and reporting. The research and report will be completed by March 2007.

Respectfully Submitted by,

Sharon Taylor
Research Committee Chairperson



Healthy Lifestyles Committee Report 2005 – 2006

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.

A major initiative this year for the committee was the creation of a Wiggle, Giggle and Munch Handbook. A final draft is close at hand and a graphic designer has created an inviting and fun “look” for the book.

With this year’s experience the committee has concluded that:

1. Other organizations within the boundaries of the Communities 4 Families, Downtown Parent Child Coalition (DDPC) should be supported in delivering this program through help from our staff and copies of the Handbook, so that more programs are available for more people.
2. It is important to keep a DPCC program available to downtown families and to keep staff experienced in program delivery.
3. The program offered needs to maintain the core values - parent involvement; education; easy to access (location, financial); substantial period of physical activity and healthy eating.

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, which this year included once more hiring program leaders, a writer and graphic designer, choosing a site, developing policy, and hours of discussing and reading handbook rewrites. Their tolerance and humour made the process flow that much more easily and is much appreciated. Our job would have been a lot harder, no impossible, without Ingrid and Genny. More and more of the workload has been transferred to Genny in particular and the committee would like to extend their whole hearted thanks.

Respectfully Submitted by

Ellen Kelley
Chairperson
Healthy Lifestyles Project Committee



Grants Committee Report 2005 - 2006

Program Description

The Grant program, now in its third 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 has committed \$23,500.00 to the committee.

Program Goals

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
Chairperson
Grant Committee



Public Forum Committee Report 2005 - 2006

The Public Forums Committee has been busy with several activities. Our first Public Forum was held at Freight House on February 1 and brought together community members and service providers to discuss concerns and strategies regarding how services could be more culturally appropriate and responsive to the needs of new Canadian families.

The Committee was also 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 with completion anticipated by the summer. Our hope is to make the site more useful by including links to relevant resources, ensuring information is updated regularly and promoting the work of the Coalition.

Respectfully submitted,

Rosemarie Gjerek
Chairperson
Public Forums Committee



Literacy Committee Report 2005 – 2006

The Literacy Committee has been fortunate to have been able to put out two calls for Family Literacy project proposals this fiscal year. Some wonderfully innovative projects have been proposed to our committee which have been a pleasure to support. Some of those projects include: an in-home family literacy support program; a summer ESL program for mothers and their children; and a mother tongue literacy program incorporating Bookmates Family Fundamentals as a learning tool.

In the call for proposals, several issues have been highlighted and addressed. One is the need of the refugee community in our community around literacy and family support. We know that it is much better if people are literate in their own language before attempting to become literate in English. We also know that it can be difficult to find funding supports for mother tongue literacy initiatives. Consequently, this is an area of need that we see and in which we have been excited to see initiatives. In order to further support this work the committee will be hosting an ESL Literacy and Parenting Skills (LAPS) training event in the fall.

Respectfully Submitted,

Judy Baker
Chair
Literacy Committee



Grant Recipients 2005-2006

Art City Inc.
Breastfeeding Buddies
Busy Bee Day Care Centre
Children's House Montessori School
Creative Retirement Manitoba, Inc.
Day Nursery Centre
Downtown YMCA-YWCA Before & After School Program
The Family Centre
Gordon Bell High School Learning Centre
Greenway School Parent Child Centre
Healthy Living Program
Immigrant Women's Counseling Service
Isaac Brock Community Centre
John M. King School
Kid Gloves Day Care Inc.
Learning Disabilities Association of Manitoba
Little Red Spirit
Manitoba Camping Association – Sunshine Fund
Mulvey School Parent Room
NEEDS Centre
Niigaanaki Daycare Centre
Pinkham School
Pinkham School Parent Child Centre
Pregnancy & Family Support Services, Inc.
Sister MacNamara School Parent Room
Social Planning Council
St. Edward's School
St. Matthews Anglican Church
St. Matthew's Kids Korner, Inc.
Stay & Play Group
Taking Charge! Inc. – Taking Care!
The University of Winnipeg – Wii Chiwaakanak Learning Centre
Victor Play Centre Inc.
West Broadway Horticultural Society
West Central Community Program
Wild Honey Children's Centre, Inc.
Wild Strawberry Children's Centre, Inc.
Winnipeg Harvest



STAFF REPORT 2005- 2006

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:

- Updating the data base with additional information about community groups
- 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* manual. Tasks included:
 - Assisting in the hiring of the manual editor and graphic designer
 - Being a liaison to the manual editor and graphic designer.
 - Supervising of the *Wiggle, Giggle & Munch* staff.
 - Updating the committee on the *Wiggle, Giggle & Munch* program
 - Providing administrative support to the committee
- Working with the Literacy Committee in developing a granting process and preparing to host a LAPS training event
- With the Public Forums Committee sponsoring an event addressing issues for new Canadians
- Working with the Public Forums Committee to develop a new brochure and web-site
- Working with the Research Committee to developed a research plan
- Representing the coalition at the Council of Coalitions

Respectfully submitted,

Genny Funk-Unrau
Ingrid Peters Derry
Coordinators



FINANCIAL REPORT FOR THE PERIOD April 1, 2005 - March 31, 2006

Downtown Parent Child Coalition

Financial Report

for the period

April 1, 2005 to March 31, 2006

Revenue

Healthy Child Manitoba	\$150,000
Deferred income 2004/2005	46,364
Total Revenue	196,364

Expenses

Salary & Benefits	40,568
Operations	5,387
Wiggle Giggle & Munch	29,944
Small Grants	23,499
Literacy Project	55,478
Total Expenses	154,876

Surplus / (Deficit) \$41,488

Notes:

* Detailed listing of grant recipients available.

Respectfully Submitted
Klinik Community Health Centre - Banker
Downtown Parent Child Coalition