

**Chairperson's Report**  
**Family Service Saskatchewan AGM**  
**June 6<sup>th</sup>, 2019**

**Mission:** *Family Service Saskatchewan is a provincial not for profit organization that promotes learning and the exchange of expertise through the dynamic relationships between executive leaders of family serving organizations in Saskatchewan*

The membership of Family Service Saskatchewan is currently 12 agencies including: Envision Counselling & Support in Estevan; Family Service Regina, Catholic Family Service Regina, Moose Jaw Family Services; Society for the Involvement of Good Neighbors (SIGN) in Yorkton; Partners Family Service in Humboldt; Family Service Saskatoon; CFS Saskatoon; Catholic Family Services of the Battlefords Inc.; Catholic Family Services of Prince Albert; Fresh Start in Swift Current; and Northeast Outreach in Melfort. We continue to consider other family service organizations in the province and to make an effort to connect or reconnect them to our provincial organization.

Two goals were identified early in the fiscal year.

1. To enhance the provincial visibility and profile of Family Service Saskatchewan; and
2. To support and develop executive director's knowledge and expertise in leading community based organizations.

Our work to achieve these goals resulted in:

1. The Board made a motion to have the Chair of Family Service Saskatchewan attend the Saskatchewan Mental Health Coalition meetings to insure our visibility and voice at the table. I attended this meeting in Regina on November 29<sup>th</sup>, 2018.
2. We initiated conversations with the Minister of Health, wrote and submitted a proposal on behalf of 11 of the Family Service Saskatchewan Agencies to deliver Walk-In Counselling Clinics. This was well received, with the Ministry of Health providing interim funding for five pilot sites to continue their work for the final quarter of the fiscal year. Thank you to the advisory group, Andrew Sedley (SIGN), Trish St.Onge (CFS Saskatoon) and in particular Shellie Pociuk and Kirk Englot (Family Service Regina) for coordinating this work. The pilot project initiated by Kirk Englot and Family Service Regina in previous years provided valuable and timely information for the proposal that resulted in significant interest from Health.
3. The ED's/CEO's met on four occasions throughout the year where the opportunity to share knowledge, policies, procedures and organizational practices helped to enhance our work as leaders in our respective agencies and the community.

Our agencies continue to grow and evolve. At any given time one of our member agencies is working on strategic planning, building infrastructure with the hiring of senior managers; going through accreditation, implementing electronic data systems or managing a contract with a partner. We meet to discuss these and other things, to learn from each other, to share information and skill sets and to insure the longevity of our organizations as relevant and meaningful contributors in our communities.

I want to extend my personal thanks to my colleagues for the opportunity to learn from such great people. This group remains one of my most valuable resources. I am grateful for your wisdom, your tireless efforts to improve lives in our communities as well as your ongoing support.

Respectfully Submitted,

Trish St.Onge  
Chairperson  
Family Service Saskatchewan

**Family Services Saskatchewan Meeting Minutes**  
**Saskatoon Community Service Village**  
**September 19, 2018**

Present: Trish, Shellie, Janine, Louise Z., Louise S., Andrew  
By Phone: Haley, Christa  
Regrets: Sandi, Sally

Chair: Trish  
Minute Taker: Janine

- 1) Meeting called to order by Chair, Trish at 10:10 am.
- 2) Adoption of Agenda  
Motion: The Agenda be accepted  
Moved by Shellie / Seconded by Louise Z. CARRIED
- 3) Adoption of Minutes of May 15, 2018  
Motion: The Minutes be adopted as circulated.  
Moved by Janine / Seconded by Shellie CARRIED
- 4) Financial Update given by Shellie  
All invoices have been sent for membership – all paid except for two agencies. Shellie will contact them with a reminder that membership fees are due. Balance of \$9,916.31 at present.  
Motion: Financial update be adopted as provided.  
Moved by Shellie / Seconded by Louise S. CARRIED
- 5) Business Arising from Minutes  
MLA Reception  
Those that attended the 2018 MLA Reception indicated it was a good strategy to go in with a specific topic and focus the presentation and discussion on that; suggestion to use that approach in future years. Over-abundance of refreshments were provided (scale back next time). Comment that there were not a lot of local MLAs in attendance – discussion around ideas to increase attendance of MLA in future years. Consensus that it was worthwhile and would recommend doing it again, good exposure for Family Service Saskatchewan. Proposed that hosting a yearly MLA reception would result in maximum exposure – members in attendance at this meeting agreed to hosting a yearly MLA reception. Planning to be done at a later date.

Ministry of Health, Walk-In Counselling (WIC) Proposal

Trish hasn't heard anything formal from the Ministry regarding the proposal submitted by Family Service Saskatchewan.

Ministry officials seemed quite impressed and happy with the costs of the proposal as well as the number of sites that could offer services.

Discussion around high costs of formal health services, recap of current walk in counselling services being provided, possible ways to reach out to Ministry again to highlight the work Family Service Saskatchewan is doing and can do in a timely and cost-effective manner.

Consensus that we want to reach out to Ministers again so the proposal doesn't get "lost".

Trish will send an official letter from Family Service Saskatchewan requesting a follow-up meeting with Ministers Reiter and Ottenbreit (cc to all FSSK agencies).

6) New Business

Crisis Response Plan

Haley has been asked to provide input to Public Safety Canada regarding crisis response plan given her experience with the Humboldt Broncos bus accident. Haley gave a brief synopsis of her work with Public Safety Canada on this initiative. The biggest gaps identified were the lack of formal psychosocial supports in the aftermath of the accident. There is recognition that the response from Ministries of Health and Education was limited (took them 96 hours to mobilize). A working group is in the process of being implemented – want the inclusion of CBOs as well – Haley will forward the contact info for Family Service Saskatchewan (Trish as Chair) to her contact with the federal government. Trish, as Chair, agreed to represent Family Service Saskatchewan if asked to join the working group.

Discussion around need for structures that are more flexible in nature and allow quick response to tragic events. Haley indicated there is recognition from government (on a small level) that they need to look at things differently in order to have a flexible way to respond to a crisis. There will be a presenter from the United States coming the third week in October to provide training on critical incident response.

Suggestion that perhaps Family Service Saskatchewan could have a presenter on trauma response and critical incident debrief at their AGM.

TSN Interview

Haley indicated she has been interviewed by various media over the last few months. She recently did an interview with TSN and she highlighted again, the quick response of the CBO sector to the crisis in Humboldt. She highlighted in the interview that the community was able to respond quickly due to having relationships with others and being part of organizations like FSSk so that you are able to network with and call upon others for assistance.

7) Agency Updates

Each agency provided a brief update.

8) Next Meeting:

**Monday, December 10, 2018**

Estevan – 1308 7<sup>th</sup> Street

10:00 am to 3:00 pm

Christa will arrange for Zoom to be available (for those not able to travel)

9) Meeting adjourned at 2:00 pm

Financial Statements of

**FAMILY SERVICE  
SASKATCHEWAN**

Year ended April 30, 2019

# FAMILY SERVICE SASKATCHEWAN

Statement of Financial Position  
April 30, 2019, with comparative information for 2018  
(Unaudited)

	2019	2018
<b>Assets</b>		
Current assets:		
Cash	\$ 90,609	\$ 7,436
Accounts Receivable	-	-
	<u>90,609</u>	<u>7,736</u>
<b>Liabilities and Net Assets</b>		
Current liabilities:		
Accounts payable	\$ 41	\$ -
Accrued liabilities	8,500	-
Deferred revenue	72,953	-
	<u>81,494</u>	<u>-</u>
Net assets:		
Unrestricted	9,115	7,436
	<u>\$ 90,609</u>	<u>\$ 7,436</u>

See accompanying notes to financial statements.

On behalf of the Board:

\_\_\_\_\_ Director

\_\_\_\_\_ Director

# FAMILY SERVICE SASKATCHEWAN

## Statement of Operations and Net Assets

Year ended April 30, 2019, with comparative information for 2018

	2019	2018
Revenue:		
Saskatchewan Provincial Government	127,047	
Membership fees	3,000	3,000
	<u>130,047</u>	<u>3,000</u>
Expenses:		
Contracted Services	112,785	-
Professional fees	8,500	-
Travel Expenses	5,481	-
Meeting Expenses	736	-
Office and general	469	-
Member Recognition	302	18
Conference - Meals and Lodging	41	2,555
Interest and bank charges	40	19
Business Fees	15	15
Facilitation and speaker fees		2,052
Telephone		23
	<u>128,368</u>	<u>4,682</u>
Excess (deficiency) of revenue over expenses	1,679	(1,682)
Net assets, beginning of year	7,436	9,119
Net assets, end of year	9,115	\$ 7,436

See accompanying notes to financial statements.

# FAMILY SERVICE SASKATCHEWAN

## Statement of Cash Flows

Year ended April 30, 2019 with comparative information for 2018  
(Unaudited)

	2019	2018
Cash provided by (used in):		
Operating activities:		
Excess (deficiency) of revenue over expenses	\$ 1,679	\$ (1,682)
Net change in non-cash working capital:		
Accounts Receivable	-	-
Accounts Payable	41	-
Accrued liabilities	8,500	-
Deferred revenue	72,953	-
Increase (decrease) in cash	83,173	(1,682)
Cash, beginning of year	7,436	9,119
Cash, end of year	\$ 90,609	\$ 7,436

See accompanying notes to financial statements.



# FAMILY SERVICE SASKATCHEWAN

Notes to Financial Statements

Year ended April 30, 2019

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## 1. Nature of operations:

Family Service Saskatchewan (the "Organization") is a provincial not-for-profit association of independent family agencies. The organization promotes learning and the exchange of expertise through the dynamic relationships between executive leaders of family serving organizations in Saskatchewan.

## 2. Basis of presentation:

The financial statements for the year ended April 30, 2019 have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations outlined in Part III of the CPA Handbook.

## 3. Significant accounting policies:

The Organization's significant accounting policies are as follows:

### (a) Revenue recognition:

The Organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue of the appropriate funds in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

### (b) Income taxes:

The Organization is a not-for-profit organization, and as such, no income taxes are payable on reported income under paragraph 149(1)(l) of the *Income Tax Act*.

### (c) Financial instruments:

Financial instruments are recorded at fair value on initial recognition and subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Organization has elected to carry its investments at fair value.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

# FAMILY SERVICE SASKATCHEWAN

Notes to Financial Statements (continued)  
Year ended April 30, 2018  
(Unaudited)

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## 3. Significant accounting policies (continued):

### (c) Financial instruments (continued):

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, the Organization determines if there is a significant adverse change in the expected cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Organization expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future year, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

### (d) Use of estimates:

The preparation of the financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

## 4. Risk management:

The Organization, through its financial assets and liabilities, has exposure to the following risks from its use of financial instruments: credit risk and interest rate risk.

### **Credit Risk**

The Organization's principal financial asset is cash, which is subject to credit risk. The carrying amounts of financial assets on the statement of financial position represent the Organization's maximum credit exposure at the year-end date.