



# Annual Report

2018-19



### Organization Overview:

PARTNERS Family Services Inc. is a nonprofit, charitable organization located in the City of Humboldt, Saskatchewan. PARTNERS Family Services is a family support center which serves the City of Humboldt and 36 surrounding rural communities within a 100 kilometer radius. PARTNERS Family Services believes in building healthy families and communities to prevent interpersonal violence and abuse. PARTNERS Family Services is funded by the Ministry of Justice, Ministry of Social Services and the Saskatchewan Health Authority.

### Vision Statement

Caring for People/Bridging Resources/Building Hope

### Mission Statement

PARTNERS Family Services is committed to nurturing positive choices that sustain safe and healthy individuals, families and communities through support, education and partnerships

### Core Values

*CARING* through compassion and empathy

*COMMITTED* to safe and healthy individuals and communities

*ACCOUNTABLE* in taking responsibility for our decisions and actions

*RESPECTFULLY* treating people with dignity and equality

### Organizational Goals

To increase the capacity of PARTNERS Family Services to deliver current services and programs

To share our vision with organizational and community stakeholders

To increase community services to meet the needs of our growing population

To continue to partner with a variety of community service agencies to have a single access space

231 Main Street – Box 2741 Humboldt, SK S0K 2A0

PH: 306-682-4135

Open Monday-Friday 9am to 4pm

[www.partnersfamilyservices.ca](http://www.partnersfamilyservices.ca)



## Our History:

This grassroots organization originated in 1997, when one of Humboldt's mental health workers received a phone call from a woman who was looking for a support group for survivors of family violence. The mental health worker phoned the Saskatoon Family Support Center. With their help a support group was offered in Humboldt. The response was overwhelming and within three hours there was enough women to offer the first group. At a meeting of community workers in November 1997, it became evident that a partnership was required to supplement and complement services already existing in our rural area.

A partnership with The Centre for Rural Studies and Enrichment, the Universities of Regina and Saskatchewan, and Central Plains Health District enabled a research project entitled, "Domestic Violence and the Experiences of Rural Women in East Central Saskatchewan." The project report recommended that family abuse information be made more readily accessible to families in rural communities.

The PARTNERS for Rural Family Support Centre opened its doors in September of 2001 and has since integrated more extensive partnering with the Departments of Justice, Health, Education, Social Services, Mental Health Services, RESOLVE Saskatchewan, local and regional organizations and agencies, as well as the religious community.

The center has offered support groups for many survivors of family violence in the rural Humboldt area since its inception in 1997. Requests for services have increased steadily and programs have been implemented and delivered to meet those needs depending on funding availability.

PARTNERS Family Services continues to work with community service providers to identify, develop, improve and maintain supports to families that live in Humboldt and the surrounding rural region. We see our work as an integral part of healthy community living in rural Saskatchewan.

## Programs and Services

### **Family Support Program:**

In home family support and education to increase knowledge of healthy parenting practices

### **Triple P (Positive Parenting Program):**

An evidence-based program for caregivers of children 0-12 years of age delivered individually, in groups or online.

### **Children Exposed to Violence (CEV) Program:**

Therapeutic group and individual counselling for children and youth who have experienced violence in their life.

### **Youth Counselling:**

Individual counselling for youth 13-24 years of age focusing on providing practical support to assist youth in reaching their full potential.

### **Adult Counselling:**

Individual counselling for adults 24 years of age who are affected by mental illness, stress or other problems in their daily living.

### **Domestic Violence Program:**

Immediate access to safe supports and services for those experiencing interpersonal violence

### **Walk in Counselling Clinics:**

Adults and youth may drop in Tuesdays to the Humboldt office to see a counsellor with no appointment. Walk in counselling is also available Thursdays only at the Wynyard location

### **Prevention Programs:**

Community based education and awareness campaigns focused on reducing factors that may increase an individual's vulnerability



## **Our Board of Directors as of March 31<sup>st</sup>, 2019**

**Andre Kruger – Board Chair**

**Vacant – Vice Chair**

**Jodi Smith – Treasurer**

**Justin Arendt – Secretary**

**Brenda Shrader - Director**

**Lori Yaworski – Director**

## **PARTNERS Family Services Staff as of March 31<sup>st</sup>, 2019**

**Hayley Kennedy – Executive Director**

**Trina Joa – Office Coordinator**

**Kristin Ochitwa – Social Worker**

**Jaclyn Fidler – Social Worker**

**Jackie Otsig – Social Worker**

**Crystal Perkins – Family Support Services/Triple P Coordinator**

**Kathy Seipp – Family Support Worker/Triple P Facilitator**

**Jamie Thiemann – Family Support Worker**

**Maureen Poncelet – Bookkeeper**

**Emily Britz – Social Worker (Maternity Leave)**



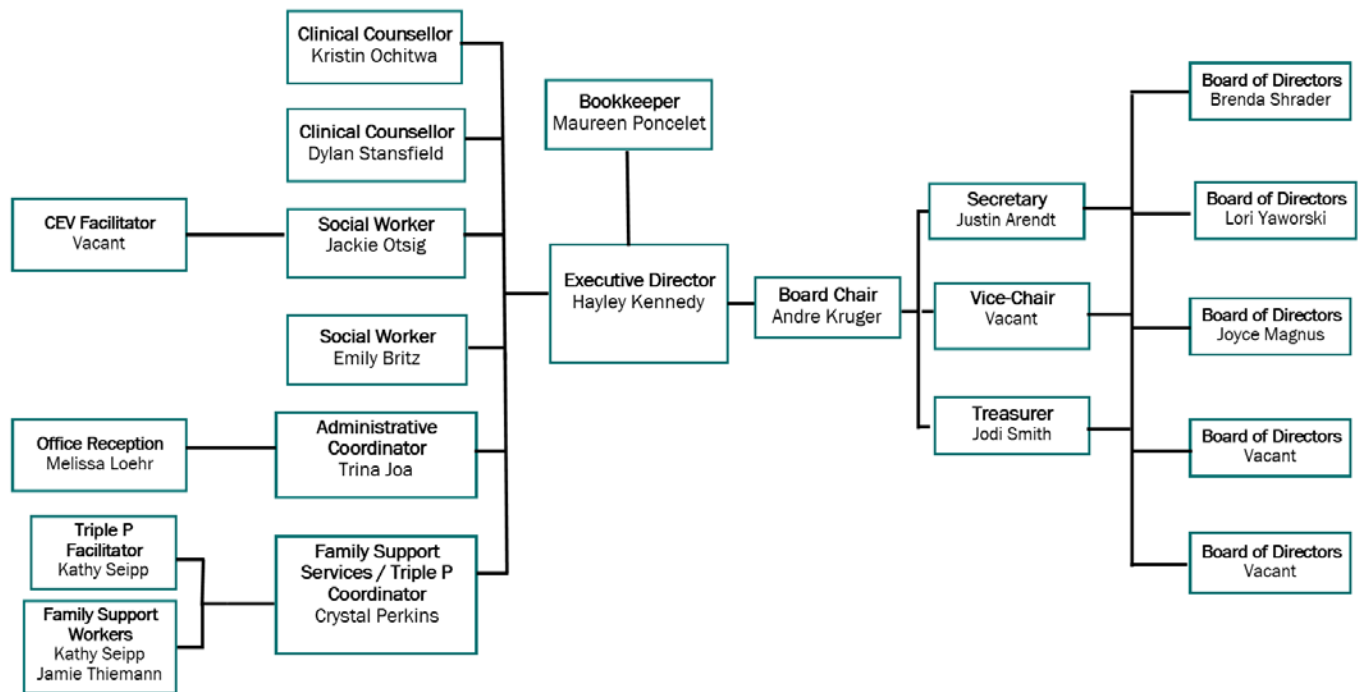
## Organizational Chart – June 2019

Organizational Chart as of May 2019

Notes:

Jackie Otsig on Maternity Leave until August 12, 2019

Emily Britz on Maternity Leave until February 2020





**PARTNERS Family Services Inc.**  
**Annual General Meeting**  
**Bella Vista Inn - Charleston Room**  
**June 25, 2019 at 6:00pm**

**AGENDA**

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Adoption of 2017-18 AGM Minutes**
- 4. Presentation of Audited Financial Statement**
- 5. Appointment of Auditor of Record**
- 6. Chairperson/Board Report**
- 7. Executive Director Report**
- 8. Nominations for Board Membership**
- 9. Discussion**
- 10. Adjournment**



PARTNERS Family Services  
Minutes for Annual General Meeting  
Tuesday, June 26, 2018  
PARTNERS Family Services Board Room

Present:

Board Members: Andre Kruger, Deborah Bryson-Sarauer, Paul Kneeshaw,  
Jodi Smith.

Others: Emily Britz, Jessica Weiman, Stephanie Schoettler, Trina Joa, Kathy Seipp

Regrets: Justin Arendt, Lori Yaworski, Brenda Shrader, Hayley Kennedy

1. Call to Order: 6:10pm

Appoint Emily Britz as secretary for AGM minutes.

2. Motion to Adopt Agenda

Motion to adopt the Agenda as presented.

Moved: Deborah Bryson-Sarauer Seconded: Paul Kneeshaw: Carried.

3. Motion to approve minutes from AGM June 20, 2017.

Moved: Paul Kneeshaw Seconded: Jodi Smith: Carried.

4. Motion to accept the financial report as presented.

Moved: Jodi Smith Seconded: Paul Kneeshaw: Carried.

5. Board of Director's Chairperson Report - Andre Kruger

Motion to accept verbal and written report as presented.

Moved: Deborah Bryson-Sarauer Seconded: Jodi Smith: Carried.

6. Executive Director's Report - Hayley Kennedy (presented by Emily Britz)

Motion to accept verbal and written report.

Moved: Paul Kneeshaw Seconded: Paul Kneeshaw: Carried.

7. Appointment of Auditor

Motion to accept Colleen Bowman as external auditor for the 2018-2019 fiscal year.

Moved: Jodi Smith Seconded: Deborah Bryson-Sarauer: Carried.

8. Nominations for Board Membership - no formal nominations.

9. Discussion:

There has been an increased use of PARTNERS Family Services due to the addition of the Youth Counsellor position, CEV program as well as further awareness of services. Discussed the need for a new building for PARTNERS in the future. PARTNERS continues to work on partnerships with community agencies and utilizing the limited resources available in our rural area.

10. Adjournment

Motion to adjourn at 7:24pm by Paul Kneeshaw Seconded by Deborah Bryson-Sarauer.



**PARTNERS FAMILY SERVICES INC.**

**Financial Statements**

**Year Ended March 31, 2019**

**PARTNERS FAMILY SERVICES INC.**

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**Year Ended March 31, 2019**

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## MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

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The financial statements of Partners Family Services Inc. have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

The integrity and reliability of Partners Family Services Inc.'s reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The Board of Directors is responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Board carries out this responsibility principally through its Audit Committee. The Audit Committee is appointed by the Board and meets periodically with management and the shareholders' auditors to review significant accounting, reporting and internal control matters. Following its review of the financial statements and discussions with the auditors, the Audit Committee reports to the Board of Directors prior to its approval of the financial statements. The Committee also considers, for review by the Board and approval by the shareholders, the engagement or re-appointment of the external auditors.

The financial statements have been audited on behalf of the shareholders by Coleen Bowman CPA Prof Corp , in accordance with Canadian accounting standards for not-for-profit organizations.

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Andre Kruger, Chairperson

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Hayley Kennedy, Executive Director

Humboldt, SK  
June 19, 2018

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Partners Family Services Inc.

### *Opinion*

I have audited the financial statements of Partners Family Services Inc. (the Organization), which comprise the statement of financial position as at March 31, 2019, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at March 31, 2019, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### *Basis for Opinion*

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Organization in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with those requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

### *Auditor's Responsibilities for the Audit of the Financial Statements*

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

(continues)



Independent Auditor's Report to the Members of Partners Family Services Inc. *(continued)*

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Humboldt, SK  
June 19, 2019

  
COLLEEN BURMAN CPA, COA  
CHARTERED PROFESSIONAL ACCOUNTANT



**Partner Family Services Inc.**  
**Statement of Financial Position**  
**As at March 31, 2019**

	2019	2018	2019	2018	2019	2018	2019	2018
	Core Operating Fund	2018 Internally Restricted Fund	2019	2018	Externally Restricted Fund	2018	2019	2018
	Total	Total	Total	Total	Total	Total	Total	Total
<b>ASSETS</b>								
<b>CURRENT</b>								
Cash	\$ 293,080	\$ 212,078	\$ 122,707	\$ 79,129	\$ 138,427	\$ 99,213	\$ 554,214	\$ 390,420
Accounts Receivable	5,698	7,097	-	-	-	-	5,698	7,097
Goods and Services Tax recoverable	1,350	1,266	-	-	-	-	1,350	1,266
Prepaid Expenses	3,327	2,888	-	-	-	-	3,327	2,888
	<b>303,455</b>	<b>223,329</b>	<b>122,707</b>	<b>79,129</b>	<b>138,427</b>	<b>99,213</b>	<b>564,589</b>	<b>401,671</b>
<b>TANGIBLE CAPITAL ASSETS (Note 3)</b>	703	913	-	-	-	-	703	913
	<b>\$ 304,158</b>	<b>\$ 224,242</b>	<b>\$ 122,707</b>	<b>\$ 79,129</b>	<b>\$ 138,427</b>	<b>\$ 99,213</b>	<b>\$ 565,292</b>	<b>\$ 402,584</b>
<b>LIABILITIES AND NET ASSETS</b>								
<b>CURRENT</b>								
Accounts payable	\$ 8,629	\$ 2,896	\$ -	\$ -	\$ -	\$ -	\$ 8,629	\$ 2,896
Government Funding repayable (Note 4)	-	-	-	-	79,554	54,932	79,554	54,932
Vacation payable	5,542	5,659	-	-	-	-	5,542	5,659
Employee deductions payable	6,231	8,393	-	-	-	-	6,231	8,393
Deferred Revenue (Note 5)	-	-	72,805	25,145	58,872	44,281	131,677	69,426
	<b>20,403</b>	<b>16,949</b>	<b>72,805</b>	<b>25,145</b>	<b>138,427</b>	<b>99,213</b>	<b>231,635</b>	<b>141,307</b>
<b>NET ASSETS</b>								
Net Assets, start of year	\$ 207,293	\$ 171,346	\$ 53,984	\$ 54,526	-	-	\$ 261,277	\$ 225,872
Excess of Revenue over Expenses	76,806	35,035	(4,426)	370	-	-	72,380	35,405
Interfund transfers-Internal Reserves	44	19	(44)	(19)	-	-	-	-
Interfund transfers-Aurora	(389)	893	389	(893)	-	-	-	-
Approved retention of Government Funding Repayable-utilized	4,851	4,000	-	-	(4,851)	(4,000)	-	-
Interfund transfers-External Reserves	(4,851)	(4,000)	-	-	4,851	4,000	-	-
Net Assets, end of year	<b>283,755</b>	<b>207,293</b>	<b>49,903</b>	<b>53,984</b>	<b>-</b>	<b>-</b>	<b>333,657</b>	<b>261,277</b>
	<b>\$ 304,158</b>	<b>\$ 224,242</b>	<b>\$ 122,707</b>	<b>\$ 79,129</b>	<b>\$ 138,427</b>	<b>\$ 99,213</b>	<b>\$ 565,292</b>	<b>\$ 402,584</b>

See accompanying notes

Approved by the Board

Chairperson

Executive Director

**Partner Family Services Inc.**  
**Statement of Operations**  
**As at March 31, 2019**

	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	Total			
	Core Services		MSS - Triple P		MSS - Family Support		MSS - Diversion		MSS - Counselling, Support and Education		MSS - Leadership		Justice - Partnership Innovation Program		Justice - Family Violence Outreach			
<b>Revenues</b>	\$ 44,949	\$ 36,927	\$ 71,634	\$ 65,018	\$ 84,471	\$ 107,751	\$ 38,260	\$ 37,500	\$ 96,750	\$ 100,523	\$ 44,383	\$ 40,870	\$ 67,348	\$ 46,694	\$ 49,988	\$ 50,223	\$ 497,783	\$ 485,506
Program Revenue	99,880	40,125	-	-	-	-	-	-	-	-	-	-	-	-	-	-	99,880	40,125
Donations and grants	17,887	9,586	-	-	-	-	-	-	-	-	-	-	-	-	-	-	17,887	9,586
Workshop and other program revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fundraising	8,830	16,055	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,830	16,055
Rental	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Memberships	445	487	-	-	-	-	-	-	-	-	-	-	-	-	-	-	445	487
Investment income	\$ 171,990	\$ 103,180	\$ 71,634	\$ 65,018	\$ 84,471	\$ 107,751	\$ 38,260	\$ 37,500	\$ 96,750	\$ 100,523	\$ 44,383	\$ 40,870	\$ 67,348	\$ 46,694	\$ 49,988	\$ 50,223	\$ 624,824	\$ 551,759
<b>Expenses</b>	306	526	120	199	49	-	50	-	260	-	-	-	318	-	628	778	1,731	1,503
Advertising	210	277	-	-	-	-	-	-	-	-	-	-	-	-	-	-	210	277
Amortization	103	351	-	-	-	-	-	-	-	-	-	-	-	-	-	-	103	351
Fundraising	1,474	28	-	-	35	-	-	-	-	-	-	-	-	300	-	-	1,509	328
Governance	1,884	1,709	139	900	1,032	713	524	1,076	2,278	1,802	-	-	60	8	275	350	6,192	6,558
Insurance	158	227	-	-	-	-	-	-	-	-	-	-	-	-	-	-	158	227
Interest and bank charges	360	360	-	-	250	-	-	-	29	103	74	-	-	360	692	550	1,405	1,373
Memberships	8,001	4,053	-	447	596	-	-	-	200	-	-	-	-	-	-	-	8,798	4,500
Office equipment	1,849	4,288	1,233	2,149	2,222	1,497	978	861	3,351	902	332	60	4,929	3,757	331	15,224	13,893	
Office and computer	2,141	2,164	600	600	-	-	-	-	1,320	1,320	-	-	250	-	300	500	4,611	4,584
Professional fees	1,964	6,692	5,130	1,945	4,407	3,076	799	511	2,038	354	502	298	1,387	2,099	829	17,056	15,999	
Program expenses	12,251	18,288	6,202	10,300	6,624	3,000	2,242	2,100	10,053	10,830	-	237	5,165	5,358	4,797	47,335	55,842	
Rent	914	638	1,357	1,140	2,841	1,883	1,367	1,165	1,858	2,024	92	-	670	515	263	308	9,362	7,673
Telephone	5,994	5,195	3,305	986	5,354	14,467	2,038	1,898	903	819	-	-	3,002	641	2,335	1,757	22,931	25,763
Travel and meals	343	323	-	-	2,524	835	296	587	1,699	1,324	-	403	688	836	2,646	1,582	8,197	5,890
Training, education, and materials	-	-	-	116	229	333	175	270	4,883	8,486	-	-	-	-	267	405	5,554	9,610
Utilities	61,657	22,665	53,548	46,236	58,306	81,947	-29,792	29,022	67,877	72,560	43,384	39,871	50,878	32,820	36,626	36,861	402,068	361,982
Wages and benefits	\$ 99,610	\$ 67,785	\$ 71,634	\$ 65,018	\$ 84,471	\$ 107,751	\$ 38,260	\$ 37,490	\$ 96,750	\$ 100,524	\$ 44,383	\$ 40,869	\$ 67,348	\$ 46,694	\$ 49,988	\$ 50,223	\$ 552,444	\$ 516,354
<b>Excess of revenues over expenses</b>	\$ 72,379	\$ 35,395	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,380	\$ 35,405

MSS - stands for Ministry of Social Services  
Justice - stands for Ministry of Justice  
See accompanying notes

PARTNERS FAMILY SERVICES INC.

Statement of Cash Flows  
Year Ended March 31, 2019

	2019	2018
<b>OPERATING ACTIVITIES</b>		
Cash receipts from programing, donations and events	\$ 625,680	\$ 545,801
Cash paid to suppliers and employees	(481,276)	(517,043)
Interest received	445	487
Interest paid	(158)	(227)
Goods and services tax	(84)	169
<b>INCREASE IN CASH FLOW</b>	<b>144,607</b>	<b>29,187</b>
Cash - beginning of year	390,419	361,232
<b>CASH - END OF YEAR</b>	<b>\$ 535,026</b>	<b>\$ 390,419</b>
<b>CASH CONSISTS OF:</b>		
Cash	\$ 267,932	\$ 212,078
Restricted Funds	286,282	178,342
	<b>\$ 554,214</b>	<b>\$ 390,420</b>

See notes to financial statements

# PARTNERS FAMILY SERVICES INC.

## Notes to Financial Statements

Year Ended March 31, 2019

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### 1. PURPOSE OF THE ORGANIZATION

Partners Family Services Inc. (the "Organization") is a not-for-profit organization incorporated provincially under the Non-profit Corporations Act of Saskatchewan. As a registered charity, the Organization is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The Organization operates to provide support for individuals and families in order to build a healthy community within Saskatchewan.

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO). Canadian accounting standards for not-for-profit organizations are part of Canadian GAAP.

#### Fund accounting

Partners Family Services Inc. follows the Restricted Fund method of accounting for contributions.

Revenues and expenses related to non-government program delivery and administrative activities are reported in the Core Operating Fund.

The Internally-Restricted Fund relates to excess funding from the Aurora Project and a Reserve savings account intended for future capital and specified operating expenses.

The Externally Restricted Fund reports excess revenue from the Ministry of Social Services and the Ministry of Justice funded contracts. Contract funding received in excess of government-approved expenditures in any year is removed from income and recorded in the Government Funding Repayable account until repaid. Upon approval by the Ministry, a portion of the repayable funding can be retained but the funding remains restricted until the Ministry approves of the use.

#### Revenue recognition

Unrestricted program and workshop contributions in the Core Services Fund relate to internally-managed projects. Revenue is recognized in the year in which the related expenses are incurred. Excess funding is recorded as deferred revenue in the Internally Restricted Fund until the related program expenses are incurred.

Donations are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. No in-kind donations were received in 2018 or 2017.

Fundraising revenue and expenditures are classified as deferred revenue or prepaid expenses until the related event occurs.

Rental revenue occurs from sharing excess building space with other non-profit organizations and individuals.

Restricted government program contributions are recognized as revenue in the year in which the related expenses are incurred in respect to project contracts. Excess funding received during the year is transferred to the Government Funding Repayable account until expenses are incurred or it is deemed to be refunded.

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PARTNERS FAMILY SERVICES INC.

Notes to Financial Statements

Year Ended March 31, 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Cash and cash equivalents

Cash includes cash and savings accounts in which interest revenue is recorded as incurred. Separate savings accounts are maintained for each fund.

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives on a declining balance basis at the following rates and methods:

Computer equipment	30%
Office equipment	20%

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Financial Instruments

Financial instruments are cash, savings, accounts receivable and accounts payable, are initially recorded at fair value and subsequently measured at amortized cost.

Allocation of expenses

The Organization allocated expenses based on approved amounts in the Ministry contracts. Other expenses incurred for core services and internally-managed projects are allocated to Core Services by appropriate expense category.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

3. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2019 Net book value	2018 Net book value
Equipment	\$ 5,936	\$ 5,428	\$ 508	\$ 635
Computer equipment	10,369	10,175	194	278
	\$ 16,305	\$ 15,603	\$ 702	\$ 913



PARTNERS FAMILY SERVICES INC.

Notes to Financial Statements

Year Ended March 31, 2019

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4. GOVERNMENT FUNDING REPAYABLE

Advances from the Ministry of Social Services and the Ministry of Justice for approved contracts have been in excess of related expenditures during the current year. Overpaid amounts are required to be refunded and are reclassified to the Government Funding Repayable account as follows:

	<u>2019</u>	<u>2018</u>
Social Services - Family Support	\$43,672	\$21,107
Social Services - Diversion	\$ 6,134	\$ 3,452
Social Services - Triple P Program	\$ 8,978	\$14,278
Social Services - Counselling Support and Education	\$12,519	\$ 4,372
Social Services - Leadership	\$ 5,478	\$ 6,531
Justice - Family Violence Outreach	<u>\$ 2,783</u>	<u>\$ 2,901</u>
Total	\$79,554	\$54,943

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5. DEFERRED REVENUE

Deferred revenue consists of income received from internally managed programs in which the event or program occurs subsequent to year end. Amounts are transferred to revenue to match the related expenditures when the expenditure occurs.

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6. FINANCIAL INSTRUMENTS

The Organization is exposed to various risks through its financial instruments and has a risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Organization's risk exposure and concentration as of March 31, 2019.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Organization is exposed to credit risk from customers and from government funding. In order to reduce its credit risk, the Organization reviews a customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Organization has a significant number of customers which minimizes concentration of credit risk.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Organization is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, long-term debt, obligations under capital leases, contributions to the pension plan, and accounts payable.

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7. ECONOMIC DEPENDENCE

The Organization completes approximately 72% (84% in 2018) of its services with two funding agencies, the Ministry of Social Services and Ministry of Justice (Government of Saskatchewan). Should the Government substantially change its dealings with the Organization, management is of the opinion that continued viable operations would be doubtful. Additional reserves are being set aside to reduce the reliance on the Government departments, although the work performed with these departments forms the basis of the Organization.



## **Board Chair Report**

### **2018-2019 Year in Review**

The past year was a very challenging year for Partners but the organization proved that we cope with almost every situation with strong leadership and high quality, diverse services as required, when required.

The Humboldt Broncos bus crash was devastating to say the least, but Hayley and her team provided excellent leadership and counselling services in the aftermath of the accident. I'm happy to say that we have maintained all our services in spite of Hayley working part time.

Looking back at the past year, we had numerous building related issues that resulted in our staff providing maintenance to keep the doors open, but on several occasions we had to shut our doors and were not able to provide services. I'm happy to say that we have moved to a nicer building, with a very warm atmosphere this is much more client friendly.

Our core funding from the Government was not cut in the past year, but we have not had any increase in funding in spite of huge increases in use of our services. We will continue to pursue additional dollars, but the lack of increase will not stop us from doing what we do best and that is provide services when required, where required.

We are still looking for additional board members, as we still have 2 board positions open. We will actively look to fill these vacant positions with members from the Humboldt community.

In ending I would like to thank Hayley and the staff for the excellent leadership and client service day in and day out. THANK YOU!

**Andre Kruger, Board Chair**



## **Executive Director Report**

### 2018-2019 Year in Review

The 2018-19 fiscal year was another successful year for PARTNERS Family Services Inc as the organization focused on its core values of CARING, COMMITTED, ACCOUNTABLE and RESPECTFUL as we continue to work with at risk individuals and families in Humboldt and Area.

This fiscal year brought new and unique challenges for the organization. On April 6<sup>th</sup>, 2018, PARTNERS Family Services staff formed the initial mental health crisis response team in Humboldt in the aftermath of the Humboldt Broncos bus tragedy. In the following hours, days, weeks and months, the organization provided hundreds of hours of crisis intervention, counselling, and consultation to individuals, families organizations and communities that were impacted. We continue this work today.

In spite of the increased demand on our staff time and resources in the aftermath of the tragedy, PARTNERS Family Services also maintained our core services throughout the year. For the fourth consecutive year, we saw an increase in usage of all our programs – raising to 13625 client contacts from 7811 in the 2017-18 year. This is tremendous from the 2015-16 fiscal year that saw a total of 3672 client contacts. While we did receive our first full year of funding from Justice Canada during this fiscal year for the Children Exposed to Violence program, our organization's core funding through the Ministry of Social Services and Ministry of Justice has seen only a 1% increase during this same time period. PARTNERS Family Services has relied heavily on donations from the private sector to ensure we are able to account for this increase in demand of services, but we must focus on increasing our core funding in the coming year.

Our organization completed our third round of funding through the Community Initiative Fund to maintain our satellite site in Wynyard. For the third consecutive year, we had excellent usage at this site and further built upon our strong relationship with Saskatchewan Health Authority and with other service providers. We continue to work in partnership with Saskatchewan Health Authority to ensure that individuals and families in these communities have access to a worker on a drop in or scheduled basis in their home community health clinic one day per week.

PARTNERS Family Services completed our bi-annual Community Needs Assessment in February 2018, which allowed the organization to gather critical information on the value of our programs, gaps that exist in services, and father feedback on the organization as a whole. Results were similar to the initial survey done in 2016, which showed an overall satisfaction with our services and over 90% of respondents considering PARTNERS Family





Services to be a vital organization for Humboldt and Area. Based on the results of the survey, we will be pursuing additional funding for child and youth services, as well as ongoing therapeutic counselling services.

Our organization also secured a new home office at 231 Main Street. After years of ongoing maintenance and space issues at our previous location, we moved in October 2018. Since we have relocated, we have seen an increase in clients wanting to receive services at our office instead of in community, relieving some pressure on our travel budget. Additionally, we reduced our overhead costs by \$30,000 annually.

In the past year, the organization continues to be a key member of the Sexual Assault Services of Saskatchewan provincial association, holding the vice-chair position for the organization. Additionally, I hold a position on the Advisory committee for the development of a Sexual Violence Provincial Action Plan, which developed and released the province's first Action Plan to Address Sexual Violence. PARTNERS Family Services is also an active member of Family Service Saskatchewan, where I hold a position with the Executive. It is through this organization we are able to work with other similar CBOs to ensure the needs of family service organizations are brought forth to government with a collective voice. Additionally, Family Services Saskatchewan is actively working with Saskatchewan Health Authority to secure ongoing funding to support walk in counselling clinics in Humboldt, Wynyard and Wakaw.

2017-18 was an incredibly challenging year for the organization as a whole as we took on new roles; delivered more services; and worked with a client base with complex and sometimes competing needs. Our staff handled the additional work load with compassion, professionalism and expertise and as an organization, we are incredibly proud of the work that they have done. As we look forward, PARTNERS Family Services will need to secure additional funding to increase staffing levels; build a comprehensive succession plan and develop a new 3-year strategic action plan. Additionally, we will need to work hard to ensure we deliver on our core services of supporting individuals and families in Humboldt and Area to ensure safe and healthy families and communities. I look forward to the challenges of the coming year, and building on the successes we have had in the past. With the support of our dedicated Board of Directors, PARTNERS Family Services will continue to be an essential organization in Humboldt and Area.

**Hayley Kennedy, Executive Director**



## **Support Services Program Report**

2018-2019 Year in Review

The Support Services Program is funded by the Ministry of Justice Interpersonal Violence and Abuse program and the Ministry of Social Services Counselling, Support and Education program. Through this branch of the organization, PARTNERS offers supports for those experiencing, or at risk of experiencing, interpersonal violence, as well as resources and assistance for individuals in the areas of family dynamics, housing, food security, mental health, addictions, emergency supplies, assistance with crisis situations and safety planning. This involves seeing individuals on a walk-in basis, answering intake calls or attending out in the community and surrounding communities.

In the past year, PARTNERS Family Services saw an increase in crisis calls in the community, including homelessness, domestic violence and suicide interventions. This has required the worker to attend often risky situations, and we frequently rely on another worker to attend with them. We also rely on the support of the RCMP in these situations. PARTNERS Family Services is fortunate to have a strong relationship with the RCMP and we are grateful for the support we continue to receive from them.

A large part of the work done by this program involves determining the immediate needs of the individual or family, and then connecting them with the appropriate service. Sometimes, that means an internal referral to a different program, or connecting them with an outside agency such as Income Assistance, Mental Health and Addictions Services, Child Protection, the Food Bank or Humboldt and District Community Services. However, given the limited resources in our rural area, we frequently need to refer to the programs and services in Saskatoon. This can be a significant barrier for our clients to get the help they really need due to a lack of transportation, or the high cost of using a cab service.

Transient clients continue to be one of the biggest challenges of this program. Humboldt does not have a shelter for homeless individuals, nor are there sufficient spaces for homeless people in the province. We are also not funded to provide transportation for clients unless they are female and leaving a domestic violence situation. This is an area that PARTNERS Family Services will need to find funding for if we are going to continue to work with these clients. Specifically, PARTNERS lacks any kind of funding specifically





to work with men who are homeless or otherwise in need of housing and support services.

This role is also responsible for the majority of PARTNERS Family Services outreach work. We continue to grow our connections in smaller communities as our services become more well known. The challenges of working in smaller communities are even greater than working in Humboldt and we need to provide more education about prevention in small communities. Additionally, the Support Services Coordinator is responsible for the Wynyard outreach site. We have had a lot of success in this community, and it would be beneficial for PARTNERS Family Services to set up more consistent satellite sites in the corners of our service zones. This would include restarting Wakaw, and establishing a location in the Watrous area.

Due to service demands for crisis work, the Support Services Coordinator no longer offers ongoing counselling. Fortunately, other programs have been able to offer ongoing counselling and this has relieved some of the pressure on this program. However, only one dedicated crisis worker continues to be a challenge due to how many crisis calls received during 2018-19. The increase in calls for working with those with complex mental health as well as addictions tells us that we have more work to do. In the coming year, we hope that we are able to secure additional funding for another crisis worker and build on our relationship with RCMP and MHAS to address this growing area of need.

**Hayley Kennedy – Interim Support Service Coordinator**

## **Clinical Counselling Services Report**

2018-2019 Year in Review

The Clinical Counselling Program is a multi-funded program, drawing funds from both the Ministry of Social Services and Justice Canada, as well as private donors. Through this program, PARTNERS offers ongoing supports for adults, youth and children experiencing difficulties with mental health concerns, familial and interpersonal relationships, grief and trauma, addictions, crisis situations, and safety planning for high-risk situations. Our clinical counselling program has proven to be a sought after service with a high volume of ongoing clientele, as well as a continuous waitlist of additional clients. Due to the wide range of needs and stressors encountered by those we provide services to, we also refer, connect and advocate for clients to additional agencies within our community and surrounding areas that they may also require or benefit from. These agencies include but are not limited to the RCMP, hospitals, schools, Victim Services, Housing Authority, Community Services, Social Services and Income Assistance.

Our clinical counselling program proves to be one that is unique in a number of ways. Our program has the ability to provide mobile counselling services to those who for various reasons are unable to attend the office. Our clinical counsellors further make their services available monthly in a casual community setting in partnership with The Purple Door coffee group. This service allows accessibility to persons within the community who may not be ready or willing to attend the office to engage in services. Our clinical counsellors have also been involved in the planning of a monthly girls group, set to start October 2019 at St. Augustine School for grade 7/8 girls. This group will be focusing on self-esteem and self-love, healthy relationships, mindfulness, and resilience.

Our clinical counsellors have continued to take significant steps to further their education and training to provide quality services through our organization. As a collective this year we have completed extensive training on cognitive behavioral therapy, treating and managing anxiety and depression, childhood anxiety, childhood trauma, walking through grief and trauma, play therapy, treating the impacts of PTSD, and suicide prevention. One of the most notable accomplishments added to our counselling platform this year has been implementing an array of art and play therapy techniques. We have acquired an assortment of art and play supplies to utilize with



clients during our sessions, which have proven to be successful with both adults and children/youth. Providing counselling services requires flexible treatment modalities, therefore being able to offer additional treatment practices such as the art and play therapy techniques has broadened the potential for success with clients accessing our services.

Over the past year, the clinical counselling program has witnessed a steady increase in the number of clients accessing our services as well as an escalation in the complexity of concerns clients are experiencing. As we are passionate about the services we provide and working on expanding our clinical practices, we look forward to continuing to provide exceptional diverse services to members of our community on an ongoing basis.

**Kristin Ochitwa, BSW RSW**  
**Clinical Counsellor**



## **Family Support Services and Triple P Parenting Report**

2018-2019 Year in Review

The Family Support Program has been running for 7 years now, all though it has changed over time, the key concept remains the same – keep families together. I have been the coordinator for 6 of the 7 years and have seen many aspects of the program that work and some that don't. I am proud to say that my team and I have successfully created a resource that matches what families in Humboldt and Area need. The key to that is flexibility. The Family Support Program has policy, expectations and is accountable through reports but it's the day to day flexibility we have with our clients that makes it unique and accessible. We have incredible success rates when it comes to keeping families together, reuniting children with their families and closing Ministry Files. Our staff have great working relationships with Ministry workers making the programming smooth for families. Our effort to keep families connected with supports after Ministry files are closed through our diversion services helps keep parents confident in their abilities. Our stats will demonstrate this. Our Ministry stats are low for 2018/19 but our Diversion program exceeded expectations. Our goal is to give families the tools they need so the Ministry does not become involved. Granted those times do happen, but more often than not our programming leads to success.

Triple P has been hugely successful in the 2018/19 fiscal year, especially in the East-Central region of the province. We have been able to hold one large group a month – each consisting of 3-4 sessions. The sessions have had up to 40 people attend. The feedback we are receiving from Triple P has been phenomenal. And like everything we do, we go a step farther and after each group we offer ongoing support either through Triple P Online, email support or weekly phone calls.

Staff retention has been impressive for the Family Programming. I have been with the organization for 8 years and the support staff have been for 5 and 3 years. We continue to work as a team, seeking new options to assist parents and children. Our goal is to continue training and maintaining our flexibility to flow with the needs of the area.

### **Crystal Perkins**

Family Support Services/Triple P Coordinator

## 2018-2019 Yearly Stats

Clients	Total
ADULTS (18 years +)	4518
YOUTH (12-17 years)	331
Children (under 12 years)	288
Unknown	8488
<b>Total</b>	<b>13625</b>

Cultural Status	Total
Aboriginal	289
Caucasian	4408
Immigrant	116
Unknown	8812
<b>Total</b>	<b>13625</b>

Contacts:	Totals
Telephone	3160
Office Appointment	788
Email	7870
Walk-in	1288
Home	308
Other In-Person Contact	199
Accompaniment	13
<b>Total</b>	<b>13625</b>

### Referrals:

Internal / PARTNERS F.S.	12161
School	3
Counsellor	10
Public Health	4
Hospital/Doctor	56
Mental Health	55
Addiction Services	5
Victim Services	17
Crisis Line	7
Child Protection - S.S.	25
Income Support - S.S.	361
Other (Specify)	420
Financial	0
Legal	39
Police	18
Housing	52
Shelter	45
Childcare	0
Sexual Assault Services	0
Food Bank	86
Non-profit/Other	66
Programming	102
Triple P	62
Kids Sport/Jumpstart	30
CEV Program	1
<b>Totals</b>	<b>13625</b>

### Services:

Crisis Intervention/Counselling	1787
Social Services Admin.	649
Assist with paperwork/Fax	598
Community Contact	2095
Advocacy	138
Family Violence / IVA Support	150
Follow-Up	672
Information/Referral	5507
Programming	823
Youth Counselling	398
Outreach	50
Sexual	2
Assault/Abuse	66
Safety Planning	66
Transportation-General	6
Transportation-Shelter/safe place	13
Emergency Supplies/Food	28
Phone Use Out/In	148
Kids	73
Sport/JumpStart	355
Other Services (specify)	67
<b>Totals</b>	<b>13625</b>

Website	Total Users
	5437
	<b>Total page views</b>
	12814

Social Media	Total as of April 1/18	Total as of Mar 31/19
Triple P	143	158
Facebook	650	780
<b>Totals</b>	<b>793</b>	<b>938</b>

Staff Activity:	
Case Conferences	44
Training	67
Meetings	339
Public Ed./Presentations	34
Media Contacts	5
Other (specify)	63
<b>Total</b>	<b>552</b>





## 2018-2019 Programming Stats

<b>Programming</b>	<b># of Adults</b>	<b># of Children</b>
<b>Life Skills</b>	<b>216</b>	-
<b>Children Exposed to Violence</b>	-	<b>90</b>
<b>Women's Creative</b>	<b>9</b>	-
<b>Winter Preparedness</b>	<b>33</b>	-
<b>Senior Symposium</b>	<b>87</b>	-

## Triple P Parenting Stats

<b>Primary Care</b>	<b>Discussion Groups</b>	<b>Seminars</b>
25 Families	5 Discussion Groups: Total of 76 people attended	3 Seminars: Total of 173 People Attended

## Our Funders



Saskatchewan  
Ministry of  
Justice and  
Attorney General



Saskatchewan  
Ministry of  
Social Services



Department of Justice  
Canada

Ministère de la Justice  
Canada



Government  
of Canada

Gouvernement  
du Canada



Community  
Initiatives Fund



## Our Community Partners

- Carlton Trail College
- City of Humboldt
- Community Initiatives Fund
- Humboldt & District Community Services
- Humboldt & District Food Bank
- Humboldt Broncos
- Humboldt District Health Complex
- Humboldt Housing authority
- Humboldt Regional Newcomers Center
- RBC Royal Bank
- Regional Kids First
- Safe Communities
- Saskatchewan Health Authority
- Scotia Bank
- Town of Wynyard
- Sask Central Victim Services