

COMMUNITY LIVING

Sarnia-Lambton



Inspiring Possibilities

Annual General Meeting
October 3, 2017
6:30 pm
at the
Activity Centre
1091 Wellington Street
(Wellington at Murphy)

551 Exmouth Street, Suite 202
Sarnia, Ontario
N7T 5P6

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United Way
Sarnia-Lambton
theunitedway.on.ca

ANNUAL GENERAL MEETING

***Tuesday, October 3, 2017 - 6:30 p.m.
Activity Centre, 1091 Wellington Street
Sarnia, Ontario***

***For the Financial and Business Year
April 1, 2016 – March 31, 2017***

BUSINESS AGENDA

1. Opening Remarks and Review of Agenda
2. Service Awards Presentation
 - ◆ For Wawanosh participants
 - ◆ For CLSL employees
 - ◆ For Past-President and Past Board Member
3. Minutes of Annual Meeting of October 6, 2016
 - ◆ MOTION to adopt Minutes
4. Nomination Committee Report / Election
 - ◆ MOTION to adopt Nomination Committee Report
 - ◆ Voting on election of Directors
5. Treasurer's Report, Auditor's Report and Financial Statements
 - 5.1 Treasurer's Resource Committee Report
 - ◆ MOTION to adopt the Treasurer's Resource Committee Report
 - 5.2 Auditor's and Financial Statements Report
 - ◆ MOTION to adopt the Auditor's Report and Financial Statement
6. Appointment of Auditors
 - ◆ MOTION: That the firm of BDO Dunwoody be appointed auditors for the 2017 - 2018 financial year.
7. Annual Reports
 - 7.1 President's Report
 - 7.2 Executive Director's Report
 - 7.3 Support Service Reports
 - 7.4 Comments and Questions
 - ◆ MOTION to adopt Annual Reports
8. Strategic Planning Update (please see brochure)
9. Website preview
10. Motion for Adjournment Business Meeting

(Refreshments will be served throughout)

NOMINATIONS COMMITTEE REPORT for 2017-2019

The Nominations Task Group this year was chaired by Heather Collins, with the following slate of nominees for the Office of Director having been recommended by it to and accepted by the Board's Executive Committee on behalf of the Board of Directors of Community Living Sarnia-Lambton (CLSL).

The following incumbents have kindly allowed their names to stand for the Office of Director for an additional two year term for the years 2017-2019:

- Wilma Arthurs
- Heather Collins
- Lorna Cooper
- Karen King
- Kevin Schenk

We express our sincere appreciation to each of our incumbents for letting their names stand for re-election, thereby further assisting our Association in achieving its goals.

Any time following our Annual General Meeting (AGM), we invite you to recommend future nominees to our Board's Nominations Committee for it to consider, as vacancies on the Board do arise from time to time. Please contact myself or John Hagens at the administration office. Our Nominations Committee always welcomes any suggestions for candidates to fill future Board vacancies.

Therefore the slate of nominees for election to the Office of Director for 2017-2019 is as follows:

- Wilma Arthurs
- Heather Collins
- Lorna Cooper
- Karen King
- Kevin Schenk
- Barry Vosburg
- Tyler Virostek

In addition, the Board has the opportunity and responsibility to appoint new Directors for Board seats vacated mid-term of any two-year Board seat term. As such, at the first Board meeting following the AGM, *Scott McKelvie* has kindly accepted to be appointed by the Board to fill the balance of a two-year Board seat that became vacant midterm this past year.

At the Board's first or second meeting following the Annual Meeting, the Board will elect its Officers (President, 1st and 2nd Vice Presidents and Secretary-Treasurer) for 2017-2018. As well, the Past-President will automatically become a member of the Executive Committee.

Recommendation:

As president, I hereby recommend to the membership of CLSL to accept and elect the full slate of nominees standing for election, as presented for the Office of Director, for the term 2017-2019.

*Chris King,
President*

RESOURCE COMMITTEE REPORT

The Resource Committee met seven times during the year. The committee meetings are chaired by our Treasurer, Rob Tuer. Other members of the committee include volunteers: Ernie Redden and Tyler Virostek and staff: John Hagens and Pam Atkinson. Here are some of the financial highlights of 2016/2017.

- * As of March 31, 2017, Community Living Sarnia-Lambton's (CLSL) combined operating deficit for the Ministry of Community and Social Services (MCSS) and the Ministry of Children and Youth Services (MCYS) reporting is \$5,154. The Dedicated Supportive Housing project has a deficit of \$66. The total operating deficit is \$5,220. The approved grants for these activities total \$8.55 million, therefore the total operating deficit is .061% of grant revenues. (Please refer to Note #17 of the audited Financial Statements for a breakdown of the deficit by detail code (i.e. program)).

- * CLSL received \$80,500 in one-time grants for minor capital projects. The approved projects include upgrades to five sites. Included amongst the projects are the installation of walk-in tubs, the purchase of generators and the replacement of fencing.

- * Service Canada approved the "jobPath" program (formerly "jobStart") to fund four employment workshops delivered between August 2016 and July 2017. In June 2017 we were able to apply, and received approval, for an extension of the project to deliver two additional workshops between September 2017 and December 2017.

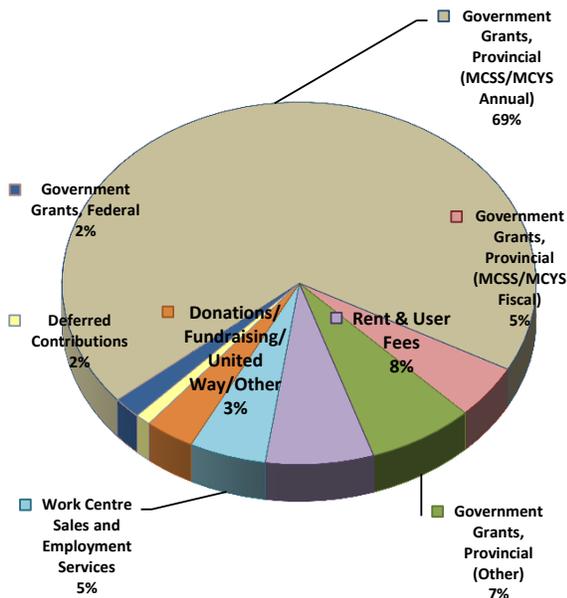
- * In September of 2016, CLSL purchased a small two bedroom home on Stacy Court which was immediately renovated to add a third bedroom to allow for three individuals to reside within. CLSL secured a mortgage to purchase the home. This mortgage will renew in 2021. This purchase allows CLSL to increase its capacity for supporting additional individuals within our housing options.

- * CLSL renewed six mortgages during the year, totaling \$1.36 million. Five mortgages were renewed for one-year terms. The sixth mortgage renewal, for the Essex and Finch homes was negotiated by the Ministry of Municipal Affairs and Housing as per the Dedicated Supportive Housing agreement. It was renewed for five years at 1.85%.

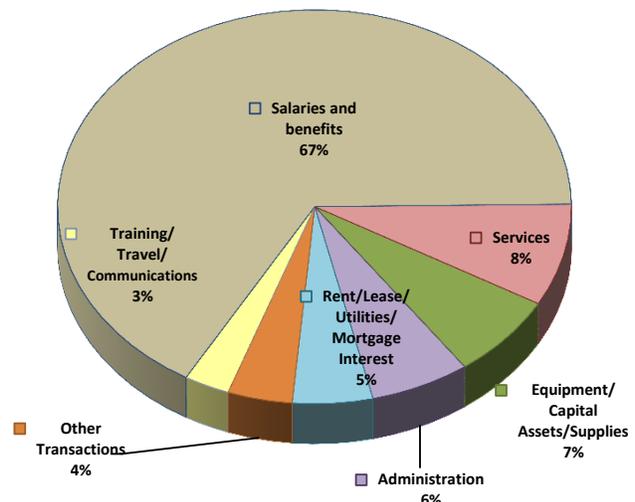
- * The Resource Committee reviewed the capitalization and amortization policy during the year and approved a recommendation to change the policy. The estimated useful life for buildings has been increased from 20 to 40 years. (Please refer to Note #1e of the audited Financial Statements for the impact of this change.) The committee approved the recommendation to increase the minimum threshold to capitalize equipment from \$1,000 to \$5,000 and renovations from \$1,000 to \$10,000.

- * The Charts below reflect the breakdown of revenues and expenditures for 2016/2017:

Revenue - 2016/2017



Expenditures - 2016/2017



***Rob Tuer, Secretary/Treasurer
and the Resource Committee***

President's 2016 - 2017 Annual Report

The Board of Director's role is to support our mission statement "*Our vision is that all persons live in a state of dignity, share in all elements of living in the community and have the opportunity to participate effectively.*" Aswell, it is our legal responsibility to support and protect the corporation from undue risk. The Board's role is to oversee the operations within the organization and to support the Executive Director in his role.

The Board of Directors worked together with our supported individuals and their families, staff, management and community partners to create Community Living Sarnia-Lambton strategic plan. It is our "roadmap" moving forward. The strategic plan reflects the experiences, inspiration and hopes of the more than 300 people who provided input. We are committed to implementing, evaluating and achieving our goals by 2020.

My first year as President has been both busy and productive.

With the support of the board and with the hard work of our Executive Director and his team, we have met many milestones as part of our Strategic Plan Working Towards 2020.

We have been able to enhance our services as we accommodate more residents in a variety of group home settings. We are exploring other types of support models to meet the needs of individuals in our community and offer more choice to meet those individual needs. We have also purchased several accessible vehicles to enhance services for a variety of programs.

We have been able to focus on personal planning and self-advocacy with the start-up of our new program this fall designed to replace previous sheltered work shop activities. Our jobPath and Summer Youth Employment Program garnered international recognition from the Zero Project and we hosted a workshop at The United Nations facility in Geneva, how cool is that!

We have worked to improve communication with the people at every level of the organization that we serve with the launch of our new website. Members of our management team now present to the board on a regular basis to inform us about the services they provide and what the board of directors can do to better assist them as they continue to work towards improving and offering a variety of options.

We have been able through additional funding from MCSS to address staffing shortages with the hiring of several new managers in our residential services and a Human Resource Director. With the leadership of our management team and our staff we continue to improve on our annual Quality Assurance Measures (QAM) reviews conducted by MCSS.

At the board level, we continue to improve on Board Governance. We have participated in several board educational opportunities meant to assist us with becoming a more effective board. As board president, I have developed an annual plan that I report my progress to the board on a quarterly basis. We have developed a similar model for our Executive Director. The annual plans provide accountability and direction as we move through meeting various objectives in our Strategic Plan. We also do an annual evaluation on the board by the board that provides feedback on the effectiveness of our board and what we can do to improve.

I am excited to see the efforts of our Board Recruitment Task Group with the nomination of several new board members who possess a variety of skill sets that will enhance our existing board. I would also like to acknowledge the work of those board members that have moved on, Roben Thorner and our longest serving President Earle Kilner. Your hard work and dedication to our organization is very much appreciated.

*Chris King,
President*

EXECUTIVE DIRECTOR'S REPORT, 2016-2017

The Board year of 2016 – 17 was Community Living Sarnia-Lambton's (CLSL) first full year of its five year Strategic Plan. For it, the following key markers were identified as indicators of success:

- Enhance existing services and to seek resource for additional ones;
- Focus on personal planning and self-advocacy;
- Strengthen governance, management and communications.

This past year, CLSL was able to make some inroads in this regard:

- **Personnel:** CLSL has had the privilege of being able to strength its management team by having hired and attaining the expertise of:
 - Joanne Mundy, Human Resources Director,
 - And who will also direct CLSL's Health & Safety portfolio
 - Dorothy Verkaik: Director of Housing and Family Supports
 - Connie Smits: Supervisor, Adult Respite Services & who has rejoined CLSL
 - Shannon Grimme: Supervisor, Housing Supports
 - Michelle Griffin: Supervisor, Housing Supports
 - Kristen Robertson: Administrative Secretary & Health and Safety Assistant
- **Property repair and maintenance**
 - On a contract, Peter Last was hired to undertake Property R & M
- **Vehicles:**
 - During 1016-17, two additional modified accessible vans were purchased, along with one regular used van
 - However, one van needed to be retired
 - Good news - with the assistance of funds raised at Tyler Bank's fundraiser at the Orchard View Family during the 2017 Labor Day weekend, another accessible van will be purchased.
 - About five (5) additional vans are still needed, both accessible and regular
- **Governance:**
 - On CLSL's November 24, 2016, Board meeting, Michael Pace from Miller and Thomson held an in-depth and education phone conference re Directors' duties, liabilities and legal protections;
 - Under the leadership of Chris King, our President, Board members are regularly updated on progress towards achieving Strategic Plan outcomes; and,
 - With the successful conclusion of CLSL's Human Rights case, three new Board candidates have let their names stand for Board election and Board appointment.
- **Communications:**
 - With Bob Vansickle having completed his t secondment to ODEN (the Ontario Employment Network) and CLSL's MCSS funded employment Toolkit initiative, Bob has been busy focusing on CLSL's new Website, which will partially demonstrated during out Annual General Meeting and will soon be up and running - Finally.

- **Support Services: Software and Technology** – CLSL continued to enhance in its on-line software
 - AIMS: a comprehensive on-line client support database
 - Highly beneficial for achieving MCSS's Quality Assurance Measures (QAM)
 - SURGE: will be highly beneficial in on-line training, both for
 - skill development and
 - policy development, tracking and awareness
 - Goeasycare: will enable
 - on-line staff scheduling
 - electronic timesheet tracking and submissions

- **Support Services: Housing Supports:**
 - CLSL's new semi-detached home on Stacey Court became home for three existing residents, freeing up space for potential future additional residents
 - Four new residents were able to benefit from CLSL Housing Supports

- **Support Services: Employment Transitions**
 - *As mentioned in the Employment Services report*, the 2-year 'Tools for Transition' project, funded through MCSS's Employment and Modernization Fund, came to conclusion on March 2017.
 - The project enabled CLSL to develop 'turn-key' toolkits for both a summer jobs program and a pre-employment program.
 - The tool-kits were marketed to DS agencies and School Boards across the province, including: 31 agencies (285 staff, managers and Executive Directors); and 9 school boards (47 teachers and administrators plus Min of Ed regional consultants).
 - Since the conclusion of funding for this project, Bob Vansickle and his team continue to provide Employment Toolkits training to school boards and to some Community Living organizations
 - Also, in appreciation for employers who supported Summer Employment Transitions, the 9th the Annual Mayor's Boat Cruise was held again held on July 22nd 2016.

- **Support Services: Wawanosh Enterprises,**
 - *as reported in the Vocational Services Report*
 - In keeping with the government's transformation of services, Wawanosh Enterprises began planning for and undergoing changes that will support a move away from sheltered work activity toward other meaningful community participation.
 - During the 2016/17 year, the Sewing Department began its phase out of contractual work and increased its various academic, interest and social opportunities.
 - Many of these activities are based on meeting one's individual goals.
 - But, some were also offered as part of group training sessions (i.e. Abuse prevention; street safety training; public transportation training; etc.).
 - Though this change required an adjustment period for some, most individuals adapted quite readily and are looking forward to things to come.
 - In March of 2017, Wawanosh agreed to sell its Gasket equipment to A.R. Thomson and began to prepare for that change to occur in June 2017
 - Between CLSL's AGM this evening and December 21, 2017, meetings will be held with Wawanosh participants and their caregivers to further explain pending transition planning and activities and the cessation of all sheltered work, as well as stipends.

- For 2017-18, Wawanosh will provide a series of small group sessions to assist participants in ascertaining and attaining various interests they may have apart from sheltered work, both within Wawanosh itself but especially within the community.
 - Kathy Hoof will coordinate these respective sessions (which will be promoted as Wawanosh's *Community First initiative*), with the assistance of two full-time staff and some part-time staff
 - Kathy has been involved a long time in our sector, especially instructing literacy and, during the past two years, partnering with Bob Vansickle in promoting inclusive competitive employment and the Employment Transitions toolkits throughout Ontario

- **Support Services: Community Participation**
 - Kiwanis Aktion Club is the only service club for adults with disabilities with more than 12,000 members worldwide.
 - Aktion Clubs draw members from various organizations that support individuals with disabilities, as well as other community programs. A Kiwanis club, composed of like-minded, service-oriented people from the community, serves as the club's sponsor.
 - During 2016-17, Sarnia's Aktion Club became very active with a significant membership in excess of twenty (20) participants

- **Community Support and Resourcing:**
 - CLSL is greatly appreciative of the donations it has received during 2016 - 17, namely

Tyler Banks' Family and the Orchard View Annual Labour day fundraiser	\$16,741
CL Volleyball	\$5,111
Dollars & Sense Coupon books	\$2,458
Fundscrip	\$9,170
Mittens by 4 Friends Plus	\$2,530
SET Charity BBQ & Social Night	\$3,863
Summer Respite 2 Pitch Tournament	\$1,435
General Donations	\$49,558
 - United Way Day of Caring
 - Our "Day of Caring" through the United Way supported a number of projects within our group living settings, namely, numerous residents' bedrooms and rooms thorough their homes were painted and spruced up.

CLSL greatly appreciate the phenomenal community support it receives to help achieve its mission in supporting people who have a disability and their families.

John Hagens, Executive Director

HOUSING SUPPORT SERVICES

ANNUAL REPORT 2016 - 2017

Residents residing in CLSL's Housing Support program over the past year have had increased opportunities to participate in community based activities and to learn new skills and abilities. The DSP (Direct Support Professionals) who support our residents have worked diligently in assisting them to achieve some of their wishes, goals and dreams. The quality of residents' Life Plans has improved and the focus is now based much more on the residents themselves. There is an ongoing need to focus on a person-centred approach and to have the individual at the centre of the planning. During the year, we had our annual MCSS Quality Assurance Measures (QAM) inspection throughout Housing Supports. Overall we had major improvements in the program, but we were also given advice on number of areas in which improvement is still needed. We will be exploring further training for the DSP's over the year around community inclusion, advocacy and developing new relationships.

Residents enjoyed outings to a number of sporting events in Toronto and one particular resident was able to realize one of his goals of taking a limousine down to a Blue Jays game. Day trips and excursions included outings to live theatre locally and throughout southwestern Ontario. Other residents enjoyed spending time with their families and friends over the summer and doing independent activities with other family members.

Sadly in July, one of our residents succumbed to physical aging, along with underlying health issues, and passed away. She will be missed by both her roommates and the DSP's. Overall, our residents are doing well in regards to their overall health. However, some residents are starting to show increased signs of aging, including dementia and ambulation issues. We are reviewing different types of housing supports especially including one level homes. We were fortunate to have located a new semi-detached home for three residents during the year. They are very pleased and are enjoying their new home. We will continue to review all support requirements to ensure current accommodation\housing arrangements are appropriate and that all of their needs are being met. Some residents have expressed, for example, that they would like to have fewer roommates or to move to a new one level home. Currently within the City of Sarnia there has been some movement to create further affordable housing. We are keeping some of the residents aware of these opportunities.

During the year, we have had the luxury of purchasing some additional accessible vehicles. This is very exciting news for the residents we support. It complements the opportunities for additional outings and opportunities. There is a continuing need for having these types of vehicles available for residents. Special thanks go to the "Banks" family for their huge financial contribution from their family park picnic during the 2016 Labor Day weekend.

Our "Day of Caring" through the United Way saw a number of projects and wishes completed. Some residents chose their favorite colors to have their bedrooms painted. We were also able to have many other rooms of our other homes painted, gardens spruced up along with some sheds built and general cleaning up of the properties of Community Living Sarnia.

We were very fortunate to have had a number of volunteers continue their involvement in our Housing program. A special "thank you" goes out to all of the volunteers who continued to assist our residents.

In summary, our Housing Services supported forty-six (46) residents in group living homes and twenty one (21) residents in Supported Independent Living.

*Warren Robertson, Manager,
Residential Services*

COMMUNITY TRANSITIONS & INVOLVEMENT FACILITATOR'S 2016-'17 ANNUAL REPORT

The purpose of the Community Involvement Program is to facilitate optimal inclusion of individuals with intellectual disabilities in their community. This is achieved through participation in existing community based recreational, leisure and social activities. Such involvement is made possible with the support of volunteers and community groups and organizations that help to match the interests and needs of the participants.

The following activities were well attended and have grown from year to year:

- The 10 pin bowling league continues to grow and Marcin Bowl continues to offer two Saturday morning leagues. The Sunday night league continues to be very popular. In total, there are over 85 bowlers.
- The Friendship Clubs continue to be a great social and educational experience for many individuals. The coordinators are always able and willing to locate a “special friend” matched as a teacher.
- Dances were always a hit, with an average attendance of 150 people. The Youth Group at Grace United Church remains very active in their assistance with set-up/clean-up and providing beverages through the night.
- Pathways Health Centre for Children continues to offer an adult swim time on Wednesday evenings for individuals who are supported by Community Living Sarnia-Lambton. The pool usage is high and provides a recreational and social activity throughout the winter months.
- The Social Networking and Introduction Level Sports (S.N.A.I.L.S) program which allows participants to try various sports and to exercise on a weekly basis from September to May. The program was well attended and participants gave very positive feedback.
- Bus trips also grew in participation. Many attended the trip Rogers Centre for Community Living Ontario’s *“Day with the Jays”* and the day was a great success. Due to the overwhelming response, we had to book two coach buses to accommodate the Blue Jay Fans.
- Also offered and highly attended were bus trip attractions in Grand Bend, Toronto and Niagara Falls.
- As our Association’s Community Transition & Involvement Facilitator, I liaised with the Best Buddies Program Head Office in Toronto and supported Lambton College Staff and Students in providing the Best Buddies Program at the college. In the fall of 2016-17, there were many group activities and Buddy matches from the students at Lambton College. Samantha, the Lambton College Coordinator of the program was a great asset to the program; she was very dedicated and planned exciting activities, such as a night out at a Sting Hockey Game, a Legionnaires hockey game, lazer tag, snow tubing, and glow in the dark mini golf etc., just to name a few of the organized activities they attended. I have added a couple quotes below from participants:

- Best Buddies means to me all about having fun with friends, doing fundraising, and making new friends.” – a student
- Best Buddies means to me that there is always someone there for you when you need a friend.” – a student

Volunteers were key enablers in all the above activities, and without their gifts of time, generosity and talent, these opportunities would not have been forthcoming to the people we support. Thank You!

Community Living Sarnia–Lambton remains committed to continue with these activities for all those who wish to participate. The Association’s Community Transition & Involvement Facilitator continues to be partially involved in organizing these activities, to ensure their ongoing success.

With funding from the United Way, Community Living Sarnia-Lambton continues to provide planning supports for the people and families it serves. We have completed one year of a three year contract: The program exceeded all the projected objectives for the first year of the contract. The Community Transition and Involvement Facilitator was able to:

- Provide supports to youth and young adults, age 14-29, in transition from school to work and home to community. Examples of these supports included teaching independent living skills, such as budgeting, street safety, hygiene, cooking and apartment living skills. Building independence and ensuring optimum inclusion in their home community, to the extent participants choose, has consistency been the focus.
- Connect families to beneficial supports, such as linking them to other families, exiting community services and natural supports within their community
- Support senior families who still have a son/daughter living at home with them, such as by providing assistance in developing and implementing strategic support plans for their adult children, for their adult to gain greater independence and to enhance community inclusion. As well, some senior parents were linked to other support service with in their community.
- Support senior persons who lived independently and who had an intellectual/developmental disability, to become significantly more included and active within their community, as well as become connected to other senior support services available to them.

I am pleased to say that we have met and surpassed all of our targets for the first year of our three year contract with the United Way. During the funding period, I was asked to sit on some round table meetings hosted by the United Way. This was a great opportunity to network with other services providers and to brainstorm new initiatives and supports for people who have a disability and families who I am supporting. It has been a rewarding year, as I truly enjoy meeting with these individuals and their families, and I feel a great sense of accomplishment when I am able to provide them with the supports/resources they need to help transition into the next stages/cycle of their life. And it provides me with great pleasure when I see the person having the opportunity to experience life changing opportunities.

*Norma Hills,
Community Transition & Involvement Facilitator.*

COMMUNITY EMPLOYMENT

Employment Transitions

Employment Transitions (ET) assists individuals to gain and maintain long-term competitive employment in the community, by matching individual interests with employer needs, and by providing on-site job coaching as required.

During the 2016/17 fiscal year, 92 individuals were working in paid jobs, full-time or part-time, regularly or seasonally, dependent upon the requirements of their particular job. Jobs range in nature from restaurants and office work to lawn care and maintenance.

Bob Vansickle, Supervisor of ET, fulfilled a 1 year secondment to the Centre for Employment Excellence (CFE) (operated by Ontario Disability Employment Network (ODEN) and funded by MCSS) from March 2016 to March 31, 2017. ODEN was in need of someone who could promote 'Employment First' and competitive employment models for youth and adults who have a developmental disability – and there was no one better to do this than Bob. During Bob's secondment, Laura Stokely successfully assumed responsibility and oversight for day to day Employment Support operations, summer employment and jobStart.

Summer Employment Transitions (SET) was developed to assist high-school and college students with disabilities, aged 16 – 29 years old, find summer employment through the provision of job search and intensive job coaching. The goal is to assist young people in their transition from school to work upon graduation.



In 2016, with additional support from Community Living, Order of Alhambra, the Federal Government and many other local donations to the program, a total of 71 students participated and worked in 77 jobs (*some students worked more than one job*) with 66 different employers in Sarnia-Lambton.



CLSL's Employment Transitions partnered with ODEN and Tim Hortons (by the Bay) to kick off the Disability Employment Awareness Month (DEAM). On October 18th 2016, we set up outside our local Tim Hortons and gave away gift cards to anyone entering the store who was interested in chatting with us about inclusive hiring and the benefits of hiring someone with a disability. We took pictures with our #EngageTalent and #DEAM picture frames. The event was promoted on the radio (99.9 the Fox and 106.3) and through all our social media sites/pages. Not only was the event a huge success, we also gained a couple new employers and a few new participants from it.



On July 22nd 2016, the **9th Annual Mayor's Boat Cruise**, sponsored by TD Bank, took place. It was a beautiful, hot sunny day and it was a huge success! This is our way of thanking employers from Sarnia-Lambton who hired a person with a disability through our employment services. Over 109 employers and business representatives alike enjoyed the river cruise. Food and drinks were all donated by Metro, Global Donuts and Deli, The Superstore, Cassie's Cottage, Food Basics and David's Tea. What a great way to celebrate 9 years of employer appreciation!



The 2-year **'Tools for Transition' project**, funded through MCSS's Employment and Modernization Fund, came to conclusion on March 2017. The project enabled CLSL to develop 'turn-key' toolkits for both a summer jobs program and a pre-employment program. Each toolkit provided a consistent approach to school-to-work transition by including all of the necessary information, templates and timelines to get a program up and running. The tool-kits were marketed to DS agencies and School Boards across the province, including: 31 agencies (285 staff, managers and Executive Directors); and 9 school boards (47 teachers and administrators plus Min of Ed regional consultants). There was also great interest from Martyn

Beckett, Assistant Deputy Minister - Student Support and Field Services Division. In fact, Martyn was so impressed with the Toolkit that he has taken it across the Province to show all Directors of Education he's met with!

THANK YOU to all -- staff, Sarnia-Lambton businesses, and employees -- for your hard-work, dedication and on-going support. It's your commitment that has enabled us to be so successful!

Becky Boersma, Director, Community Employment & Day Options

COMMUNITY PARTICIPATION & DAY OPTIONS

Many individuals, who are not able to or who choose not to participate in production-based community employment on a full-time basis, seek a variety of alternate options, intended to not only provide stimulation and community participation throughout the day, but also provide much needed daytime respite for their families / caregivers. Such Day Options are individually driven, and are expected to continually shift and grow to meet the varying needs of individuals requesting services.

In the year 2016/17, about 104 unique individuals participated (on a full-time or part-time basis) in one or a combination of the following programs:

Wawanosh Enterprises

Wawanosh Enterprises has historically focused on the development of personal and social skills through the completion of varying industrial or commercial contracts (work activity).

In keeping with the government's transformation of services, Wawanosh Enterprises began planning for and undergoing changes that will support a move away from sheltered work activity toward other meaningful community participation.

During the 2016/17 year, the Sewing Department began its phase out of contractual work and increased its various academic, interest and social opportunities, such as: doing word searches, puzzles, or cryptograms; playing computer games or searching the internet; individual or group discussions; cooking or baking; etc. Many of these activities were based on meeting one's individual goals. But, some were also offered as part of group training sessions (ie. Abuse prevention; street safety training; public transportation training; etc.).

Though this change required an adjustment period for some, most individuals adapted quite readily and are looking forward to things to come.

In March of 2017, Wawanosh agreed to sell its Gasket equipment to A.R. Thomson and began to prepare for that change to occur in June 2017.



The staff at Wawanosh would like to thank its many supporters (businesses, families, individuals in service, donors, and the general public) for their continued support and patience as we continue to work through transition planning during 2017/18. We will advise you of proposed plans and changes to services as soon as is possible.

Seniors

Designed for individuals over the age of 55, CLSL's **Seniors program**, is based out of Wawanosh Enterprises on Confederation St. In 2016/17, it expanded from operating 3 days per week (Mondays, Wednesdays, and Fridays) to running 5 days per week (Monday through Friday).

Seniors focuses on the maintenance of one's health and independent living skills, and assists in one's pre-retirement planning process. Through varying fun and interesting activities, seminars or community inclusion opportunities, up to 15* individuals are provided with physical, mental and

emotional exercise / stimulation each day. Wherever possible, community connections are encouraged and developed (ie. support in community programs such as day programs for seniors, chess clubs, quilt clubs, etc).

Life Skills

Life Skills Options are tailored to meet each individual's attendant care, social skill development, life skill training, physical activation, and community outreach needs and are offered on either a full or part-time basis. They are individually driven and focus on building strong community connections.

Programs are based out of both the Activity Centre and Wawanosh Enterprises, but may also take place at many venues throughout the city / county.

In 2016/17, about 20* individuals regularly participated in programming at the Activity Centre, while newly added programs at Wawanosh Confed (on Tuesdays and Thursdays) had up to 8* participants. We expect the numbers to grow over the next couple of years, particularly as individual needs change and as services transition from sheltered work activities to alternatives services.



Passports / Private Funding

In addition to base-budget services, CLSL also offers services to several individuals in receipt of Passports or other private funding. The overall goal is to assist in facilitating one's person-directed plan and may be based out of any of the above facilities. During the past year, 18 of the 104 individuals mentioned above, purchased such (person-directed) services through individualized funding models.

Outreach and Activation Programs

Time-limited, session-based options may be offered from time to time based upon identified need and the availability of staffing to run these options. During the 2016/17 year, 5 sessions around Death, Dying and Bereavement were offered to individuals within our existing day options.

With the ever increasing demand for Day Options, and the increasing number of persons in receipt of Passports, we continue to struggle to manage staffing resources, physical space limitations, as well as operating and maintenance costs. CLSL will need to assess and strategize its potential for future growth in this area.

THANK YOU to all – staff, participants, families/caregivers and customers -- for your hard-work, dedication and on-going support. We couldn't do it without you!

** Duplication in numbers may occur*

CHILDREN AND ADULTS RESPITE SUPPORT SERVICES REPORT 2016-2017

Our Respite Support Services supports families who have children and adults living at home with a wide range of abilities, including those with developmental and/or physical disabilities and those who are medically fragile and children with mental health issues.

Respite supports are offered to individuals and their families in their own home, in the community, and in out-of-home programs. Various funding sources are accessed by families or within our community to cover fees for service or to accommodate those requiring more specialized supports. We strive to meet with all families to explore individualized respite support plans geared towards personal and family needs and interests in an effort to remain creative and responsive.

We have a dynamic Children's Respite Program offering 1:1 matches, weekend stays at one of our 3 respite homes, the Summer Youth Adventures Camp and we are able to meet individual support requests for daytime or overnight visits at one of the respite homes. New referrals average 3 per month for regular children's respite.

Regular 1:1 matches, usually using Assistance for Children with Severe Disabilities (ACSD), Community Crisis Funding or Children's Mental Health (CMH) funding average 4 hours per week. This option can also be used by families who are new to respite and need some "shorter" short breaks to warm up to the experience, or by those families who are not interested in overnight respite stays. The families' contribution for these respective 1:1 support services is currently \$2.00/hour.

In addition, we provide a wide range of creative respite supports for local children identified as having Complex Special Needs (CSN). This is a very specific and detailed designation for children and youth who "require multiple specialized services (e.g. rehabilitation services, autism services, developmental services, and/or respite supports) due to the depth and breadth of their needs. They may experience challenges related to multiple areas of their development, including their physical, communication, intellectual, emotional, social, and/or behavioural development and require services from multiple sectors and/or professionals."

We continue to administer the CMH respite funds within Lambton County. Referrals for this service are coordinated with STARRting Point at the Family Counselling Centre (FCC). We work closely with the FCC, Children's Aid Society, St. Clair Child and Youth Services, Pathways Centre for Children, Bluewater Health, the Child and Parent Resource Institute (CPRI) and both local school boards.

Our regular children's weekend stays are offered to families on an average of one weekend every 4-6 weeks. Children spend a fun-filled weekend away at one of our respite homes at a family service fee of \$30.00/weekend where up to 3 children receive care and supports 24 hours in one of our respite locations. These weekends run from Friday evening until Sunday afternoon and include a partnership with our local Pathways Centre for Children for Saturday afternoon swims. Children enjoy a variety of community activities throughout the weekend, as well as, enjoying time with friends they have made connections with in the program.

The Summer Youth Adventure Camp is a well-loved favourite for both children and parents. The program ran out of Rosedale Public School for 4 days per week for 8 weeks during July and August again this year. We are able to offer a wide range of summer activities, community outings, and overnight trips to full range of children we support. This year we employed 20 post-secondary students who provided an excellent summer adventure for approximately 60 children. We also had the pleasure of re-hiring a returning student through our Summer Employment Transitions program who proved once again to be a real asset to SYA Camp.



Families with both children and adults are also able to make individual requests for out of home respite at any time. Through a combination of 5 respite homes, we do our best to accommodate these requests for day respite or overnight stays, allowing families' time for a short break when THEY need it.

Children's Respite supported one-hundred-thirty (130) children who were funded by MCSS and thirty-eight (38) children who were funded by MCYS.

Adult Respite Services continue to receive approximately 4 new referrals each month through Developmental Services Ontario (DSO). Adult services provide transitional life skills experiences and training for adults at our program locations, in one's home or in the community. It enables adults, their families and support staff to assess their respective skills and needs in settings away from home in an effort to initiate their transition to living on their own and/or living with appropriate roommates.

Some families of adults who we support were also in receipt of Passport and Stepping Stones funding. Therefore, we received numerous requests from them to develop creative day options for their adult children, especially if they did not meet employability criteria of employment support services. In partnership with these families, Adult Respite offered day options throughout the week at its townhouses and in the community. They enjoyed day outings, scrap booking, cooking & baking, socializing and many other activities, all based on personal goals and interests.

Our Ladies Loving Life program continued to be a success this year and we look forward to it continuing. This program offered 10 young women at a time an opportunity to create a series of evenings geared towards their interests and to create new friendships. They chose themes such as healthy eating, a pamper night, a music night, a play at the Imperial Theatre and a craft night. We were able to pilot the young men's group as well and it was a success. All participants thoroughly enjoyed their time with others, doing "GUY" things. In 2017, we continued to combine the Girls and Guys together. They did activities such as cooking, going out in the community, planning night out activities and once again the feedback from participants was overwhelming, they truly enjoyed and appreciated having the opportunity to socialize. Once again, Community Living listened to the participants and in late summer a new cooking program was announced. It filled up quickly and all participants are looking forward to learning to read recipes, prepare meals and most of all enjoy eating the food they prepared.

Further, we continued to enjoy a strong partnership with the Order of Alhambra in Grand Bend. Monthly "Alhambra Day" Saturdays remained very popular for individuals who reside in the county. As well, we provided transportation for individuals from Sarnia who also participated.

Adult Respite supported eight-four (84) adults funded by MCSS.

Many thanks are extended to families, volunteers and staff for helping make 2016/2017 a year full of fun, friendship, and successful supports that keep respite services such a benefit for all.

*Kristy Bodkin and Connie Smits
Children and Adult Respite Supervisors*