

**Foster Parents Society of Ontario**  
**Active Statement of Goals and Objectives 2010**  
**Updated March 2010**

*\*\*\*All new additions of information from the March 2010 Director's session, will show in Blue italics\*\*\**

***\*\* Items in green font bold italics are completed and will not appear on the next addition of the active statement of Goals and Objectives\*\****

March Director's Session attendance

Executive meeting (Tuesday, 3:00)

Present: Cecile Brookes (President), Mary Burnett (First Vice-President), Joy Cole (second Vice-President), Barb Ptashynski (Secretary), Debra Barrett (Treasurer)

Vanessa Milley (Governance and Policy Chairperson)

Executive and Committee Chairs, (Wednesday, day)

Present: Cecile Brookes (President), Mary Burnett (1st vice), Joy Cole (2<sup>nd</sup> vice), Barbara Ptashynski (secretary), Debra Barrett (Treasurer), Leonard Paquette (Operations & Services), Vanessa Milley (Governance & Policy), Karen Starling (Conference committee) Shelley Deane (Nominating), Ed Church (Development & Advocacy).

Full Board Meeting (Thursday Day, Sunday Morning)

Present: Cecile Brookes (pres), Mary Burnett (1st vice), Joy Cole (2<sup>nd</sup> vice), Barbara Ptashynski (secretary) Debra Barrett (Treasurer), Leonard Paquette ( Operations and Services), Vanessa Milley (Governance & Policy), Shelley Deane (Nominating), Dave Terrington, Ed Church (Development and Advocacy), Gena Morrow, Janet Reid, Dee Duvall, Ann Dafoe, Richard Porter, Marian Taylor-Gerry, Teri Johnstone, Ella Kobylka, Judith Clarke

Absent: John Dykstra, Absent Sunday only Ella Kobylka

The Foster Parents Society of Ontario had established a fundamental strategic plan which will be reviewed bi-yearly after each President's and Director's meetings so that the FPSO Board of Directors continues to ensure that we are working on meeting the requirements as outlined in the sections of Capacity Building, Community Partnerships, Infrastructure, Resource Development and Organizational Development

The Foster Parents Society of Ontario will prepare and publish a Statement of Goals and Objectives for 2010 with items tasked to each of our committees to ensure that we are meeting the objectives of the FPSO fundamental strategic plan. We will be sending this updated "Active" Statement of Goals and Objectives (ASGO) to all Foster Parent Association presidents after each of our FPSO Board of Directors meetings prior to the minutes which need to be approved, this way everyone will be informed, you are encouraged to share this document with your foster parent association members. This updated Active Statement of Goals and Objectives will also be available on our website following the FPSO Board of Directors Meeting.

## **Action Plan**

### **1) Capacity Building**

- ***Board Orientation Manual to be completely updated to website by March 31<sup>st</sup>, 2009 Governance Committee tasked. This has not happened as quickly as hoped for due to the considerable work towards changes to SAFE, the development of the Foster Parents Bill of Rights, and the preparations of our brief for the Child and Family Act review, as well as a separate brief requesting a review of Best Practices.***
- ***Section 8 has been worked on over the past months, and was presented to the Board of Directors (Nov 09) many updates are reflected in the Roles of the committees as well as the Executive job descriptions.***
- ***Electronic communication policy – with the advances in electronic communication, and work of the Board being done between meetings electronically, a policy needed to be developed to support this work, the new policy was presented to the Director's, and approved, it will join the other Policies of FPSO in the policy section of the updated manual.***
- ***Committee report policy – a policy was developed to support the use of the committee reports utilised by the Board of directors for the flow of work through each committee.***
- ***The Bylaw subcommittee will be working on this year's bylaw recommendations via email between the November and March Director's sessions, with the goal of***

presenting the recommendations at the FPSO AGM June 6, 2010. *The Bylaws work will not be ready for the June AGM, but will be continuing over the summer, by the Governance and Policy committee.*

- Contact with the FPSO Lawyer:
- Governance and Policy committee chairperson is continuing to work with our lawyer, to gather understandings that will help build policies and guide functions of the Board,
- Waiting on documentation from the Lawyer regarding foster parents on CAS Board of directors, some are claiming this is a conflict of interest, we are disputing this, and are interested in legal perspective to back our position.
- The Bill of Rights is currently with the lawyer, to gather legal perspective before we meet with the commission. *FPSO Delegates met with the Commission, and shared the Bill of Rights Draft along with other prepared documentation, (posted on the website).*
- **Records Retention details have been gathered, regarding not for Profit organizations like FPSO, the practice is to keep all minutes, all motion books, and all committee reports, for two years past the dissolution of the organization, with financials to be kept for six years after dissolution, according to revenue Canada. Governance and Policy was tasked with looking into proper storage options. The proposal for this will be presented during November Director's session,**
- **Records storage proposal: A proposal from "Securit" a records storage facility was presented to the board, the Board for Directors voted to utilize the facility, to keep our historical records, we will set a date in the future to have the records moved.**
- *The move of the archives into storage with "Securit" will take place when FPSO has more discretionary funding.*

#### Communication

- Directors will continue to make formal and informal contact with FPA/FFA's with a view to developing relationships with all member and non member associations.
- FPSO has developed a formal process to ensure two way communications from regions including input from presidents for agenda items, during Presidents meetings sufficient time is set aside to deal with pertinent issues as well as asking each zone for their 10 most important items.
- FPSO will continue to formally support the regional zonal meetings.
- Ensure that any pertinent and relevant information regarding fostering is sent to FPA Presidents – Governance Committee.

- The process of communicating the actions of the Board, as well as the work of the committees, has been greatly improved by the development of the ASGO, and the new policy to send it out as updated, following each directors meeting.
- ***Best practices Brief, CFSA Brief: The Briefs were mailed out along with a General Position letter, and copies of the SAFE concerns, the bill of rights and the ASGO. Following the mail out, a meeting has been requested by OACAS to meet with delegates from FPSO, Cecile Brookes and Vanessa Milley attended (report to be posted on website). We will also be following up with the new Minister of Child and Youth services, requesting to have a meeting. Currently FPSO delegates are scheduled to attend a meeting with the Commission, recently appointed by the new Minister. Cecile Brookes, Mary Burnett and Vanessa Milley scheduled to attend. (report will follow)***
- *Both the CFSA Brief and the Best Practices Brief are posted on the FPSO Website. FPSO has not heard back from either OACAS or the New Minister of Child and Youth Services.*
- *Badges – As many directors do not have name badges anymore, new ones are being researched by Dee Duvall on behalf of the board.*
- *Safe Guarding – FPSO is seeking an update on the safe guarding manual and will seek permission from the original author, Cecile will look into this.*

## 2) **Community Partnerships**

- Address concerns re: use of SAFE tools – Executive Committee and Governance and Policy Committee
- We are waiting on the arrival of a response from the California Consortium, regarding our concerns with the SAFE package.
- ***Three members from OACAS attended the President's and Director's meeting Saturday November 21, 2009, they shared a presentation on what SAFE is, and the principals that guide the use of the tool. Many questions and concerns came from the floor. A follow up letter was sent to OACAS, outlining the unresolved concerns we still share. Other follow up letters are also due to be written and mailed to further clarify our dissatisfaction with the tool/package, and hopefully develop partnerships with other provinces/states foster parents who are also obligated to undergo the process of SAFE.***

- *A letter is being prepared to go to the states and provinces that also use SAFE, the goal of the letter is to gather information regarding the other areas concerns about the document with the hope of combining our concerns and strengthening our push to have this package of information changed.(G & P)*
- *A letter is being prepared for any areas in Canada or the U.S.A. that were using SAFE and no longer are, or who evaluated the tool and declined to use it. The goal of this letter is to gain information regarding the reasons for the discontinuation of the tool, with a hope that this will help our intentions.( G&P)*
- The External reference committee – will be reconvening. Have sent issue re: nutrition Policy will present those concerns when committee reconvenes.
- ***Cecile participated in the teleconference, the council is looking at extending their membership, FPSO is interested in sending a representative to the council, we wait their decision (deferred to Jan 2010)***  
*The Caring for Children Council, released their criteria for applicant interested in joining the Council, They announced their choices mid April. Congratulations to Connie Blair.*
- Legal Defence Fund- Have one FPSO representative - Joy Cole and three representatives on the sub-committee.
- ***Members from the LDF Executive met with the FPSO Executive, as well as attending the November 09 Director's and President's meeting, to share a concern that came up in the East.***
- Bill of Rights - Address concerns of fostering community re working on preparation of foster parent Bill of Rights (Entitlements), to be presented to Ministry and OACAS hopefully for recognition that there needs to be an acknowledgement of foster parent rights embedded into policy decisions.
- Insurance riders – FPSO is interested to have copy of Alberta and B.C. insurance rider on damages to foster homes and property by foster children under the age of 18, to hopefully advocate for a similar rider here in Ontario - tasked to Gena Morrow, our CFFA rep, and we hope to have copies for March's director's session.
- *FPSO is interested in partnering with the Ministry/OACAS to help build solution based programs designed to help the youth leaving care who do not qualify for*

*community living, or a disability pension. We have a body of youth who just barely miss qualifying for these programs, they are very vulnerable to falling through the cracks of the system. With the near miss of matching the criteria for support, they are left unsupported yet they are truly not equipped to make it on their own. We are interested in partnering together with the provincial decision makers within the child welfare system, to develop a plan to help these kids.*

- **External committees** Continue representation on the following committees: OnLac, Training Advisory Committee, and External Reference Committee.
- **Representation at the Canadian Foster Family Conference.**
- FPSO will again this year have representation at the Toronto sick Kids conference May 29<sup>th</sup>-30<sup>th</sup> 2010. Brochures, magnets, and a display are being prepared.
- **OARTY has extended Associate membership to FPSO, and vice versa. This action is based on the affirmative vote to welcome associate memberships during the May 09 AGM.**
- **OACAS is holding their annual conference June 6,7,8, directly after ours June 4,5,6. FPSO is hoping to send a number of directors to the OACAS conference, depending on availability.**
- **Statistics** – There is a need to know the statistical breakdowns of adoptive homes and kin in care homes. Perhaps we can get some of this information from the new PART tracking system.
- **PART** - Discussions regarding the how data is interpreted and shared, has been discussed with both OACAS, and leadership of PART, we have asked to be considered by the PART leadership in when they decide what areas of research they are going to pursue, and how their information affects our area of child welfare.
- **Recruitment and Retention** – There is an increasing number of long term and established foster homes with no children in them. Although agencies are still actively recruiting very little is being acknowledged about the vacancy rates and retention of foster homes. This is waste of trained resources. Survey may provide insights. Tasked to Development and Advocacy Committee and Board of Directors. Ongoing contingent on website development.

- *Toronto Sick Kids – FPSO will be sending delegates to attend the Sick Kids Symposium, they will have a booth representing who FPSO is, and what we do. The promotional flier will be revamped for this opportunity (D&A).*

### 3) Infrastructure

- Capital Funding Initiatives – Prepare Trillium Grant by March 31<sup>st</sup>, 2009 for Office and Secretary with three year plan for sustainability – Operations & Services Committee, Development and Advocacy Committee, Governance Committee and Executive and Committee Chairpersons Committee.
- Bursary awards for youth – *Maple leaf Grant has been applied for, to help cover bursary costs (O&S)*
- Maintain FPSO’s cost effectiveness –with templates, variance reports tasked to Operations and Services, Executive Committee and Conference Committee.
- **Fundraising** – More community partnerships and a method for accounting, ordering on website such as books, cd’s etc that are relevant to fostering.
- Book sale opportunities - Work has begun with Mike Ballard, to form partnership similar to the one developed with James Gillam
- *Two new letters are being drafted by the Governance and Policy committee, one for silent auction donations from businesses, the other for corporate sponsorships for bursaries.*
- **Lottery 2010** – **Executive and Committee Chairpersons, Operations and Services, Development and Advocacy, Governance and Policy Committee.**
- ***Tickets were not available for the November Presidents meeting, due to challenges with the City of Mississauga, however FPSO with the help of our lawyer is still working towards having the tickets available in the new year.***
- *The lottery for 2010 did not come together due to the hold ups with the city of Mississauga, alternate plans are in motion for a Provincial lottery for 2011.*
- **HILITES** - **The November HILITES have been deferred to January to ensure they contain all valid information.**
- **FPSO has assigned an editor, and a Producer, to oversee the HILITES, and further develop the quality of this valuable communication tool.**

- *The September HILITES (the bursary addition) are under way, the submission deadline is June 15 2010. This addition will also contain committee and zonal reports.*
- ***Website – Look at making it easier to navigate through our website, adding section for promotional items, procuring software to support this by March 31<sup>st</sup>, 2009 – Tasked to Development and Advocacy Committee and Conference Committee and Executive and Committee Chairpersons Committee. Website is currently under reconstruction.***
- Developing a pictorial history for the website
- ***Website sub-committee has been assembled, and is working towards improvements to the website.***
- *Q & A – FPSO is looking to develop a section of the website to house a question answer section, foster parents will be able to submit their questions, the questions will be forwarded to the appropriate person, then the answers will be posted on the website. (D&A).*
- *Training for website being looked into, (D & A) We are anticipating linking with OACAS, E-learning in the fall*
- *Digital PRIDE Training - A letter is being drafted to Bernie Gallagher (OACAS) to request OACAS grant the responsibility of providing digital PRIDE training to FPSO, with the goal of providing the training through our website. (G&P)*
- Developing a website training: how the 40 developmental assets connect with the AAR, Plan of Care, and PRIDE competencies (D & A)
- ***Looking into posting a calendar of events and meetings on the website, with links to the reports from the meetings as attended by various Directors.***
- An archive section is being prepared for the Website
- ***Working on further fine tuning of the various sections of the website, to improve function for the FPSO Directors, and freedom of quality information, for all members.***

#### 4) **Resource Development**

##### Conference

- ***York/Guelph confirmed to facilitate this year's (2010) Silent Auction***
- ***Lanark confirmed to host the Hospitality Suite***
- ***David Pelzer author of "A Boy called It" has been confirmed as a key note speaker***
- ***Vendor tables have been arranged, Appropriate vendors are being sought.***

- ***Building and Strengthening Your FPA – Sample FPA Budget Templates, Mary Burnett, and Iris Paris. The attendees of the workshop received thumb drives containing the relevant documentation.***
- ***These documents are to be added to the website for easy access.***
- *In response to the needs of member FFA/FPA Presidents regarding issues pertaining to policy interpretation of Ministry directives, Governance and Policy committee will be gathering Ministry Directives on the various issues brought forward, developing a quick reference guide (when logical), and posted on the FPSO website. Currently the OCBE (pooled funds for activity and savings for crown wards) has been prepared, and mailed out, and is ready to be posted on the Website. More will follow*
- *Awards – Foster Parent of the Year, Lifetime achievement, poster, poetry and poetry award recipients have been chosen, and will be notified – many thanks for all submissions.*
- **Trainer Database** – Tasked to Conference Committee outline to be sent to executive committee for review.
- The Trainer database, is underway with information on trainers that FPSO has used, as well as those who we have not yet used, but want to retain contact information for future conferences. This will be an ongoing process.
- **Sponsor Database** – Continue to build two databases one for silent auction items for conference and one database in order to procure financial considerations for conference – Silent Auction Database to be tasked to Conference Committee. Corporate Sponsorship letters and database to be tasked to Development and Advocacy Committee.
- ***Application for conference sponsorships have been prepared, FPSO waits for responses.***
- **Zonal Groups** – FPSO Board of Directors will continue to support the development of the four regional zones across Ontario.
- Some of the zones have established zonal advocacy groups and some are in the process or doing so.
- ***Northern Zone meeting tentatively booked for late March. ( mid north)***
- Northern Zone meeting tentatively booked for May. (Northwest)
- President will attend all Zone meetings again this year (2010)

## 5) **Organizational Development**

- Strategic Plan – Development of strategic plan tasked to Executive and Committee Chairpersons committee then approved by board of directors by January, 2010.
- Statement of goals and objectives for the year – Board of Directors by January, 2011.
- Solidification Plan to increase FPSO visibility with community stakeholders, procuring corporate support and sponsorship and to increase knowledge within our own fostering community – **Tasked to Executive and Committee Chairpersons Committee, Development and Advocacy Committee, Governance and Policy committee and then entire board of Directors. March 31<sup>st</sup>, 2009.** This has been initiated on many fronts and will be a priority for the FPSO Board of Directors in the strategic plan for FPSO for the next three years. **Current items included in the solidification plan, the mail out of the current ASGO, the SAFE update information, the approved minutes, all to be posted on the website along with the HILITES, and the upcoming data from the grids.**
- *A Standard meeting agenda will be drafted by Governance and Policy, for approval by the board of directors during the June Directors session. The standard agenda will be designed to help the consistent functioning of the board of directors.*
- Comparative Grids – Data to be updated on website by January 31<sup>st</sup>, 2009 – Tasked to Development and Advocacy Committee. Need additional grids on relief so that FPSO can advocate for cola, consistency re mileage etc should cover all trips, holding rates, away days, cola etc. Waiting on the return of more grid data. FPSO has agreed that the grids will now be on a continual update status, so as each president sends in their information, the grids will be updated, This way the latest information received will always be available. Grid information will also be sent out with the president's meeting information package, in the hopes that more will be returned following the meeting.
- **Use January edition of Hilites to publish the statement of goals and objectives for the upcoming year and also publish the accomplishments of the year prior – Tasked to Executive and Committee Chairpersons Committee, Governance and Policy Committee, Development and Advocacy Committee, and the entire board of directors.**

Solidification Plan to increase FPSO visibility with community stakeholders, procuring corporate support and sponsorship and to increase knowledge within our own fostering community.