

**Revelstoke Community Social Development Committee (SDC)
Social Development Coordinator 2016-2017 WORK PLAN PROGRESS REPORT**

Objective 1. Facilitate communication and collaboration amongst community organizations to support them to work together on community social challenges and opportunities.

Task	Status
Maintain central office location & continue to distribute contact information	Office maintained at Suite D, 204 Campbell Ave. Currently 80 contacts in Social Sector email list (up from 62 last year). Info distributed daily/weekly
Field email communications and review materials sent to coordinator	Ongoing (approx. 1 hr/day)
Coordinate & attend steering committee meetings	8 meetings of Social Development Committee held; written coordinator reports submitted; prepared meeting packages for City CED Admin to distribute; engaged new committee members.
Meet with social sector representatives and groups on a regular basis to identify common goals and priorities for action within social sector	42 one-to-one or small group meetings
Sign up for web lists for various organizations & agencies to keep abreast of capacity-building and new funding opportunities & communicate these to appropriate groups or organizations	Ongoing – currently receiving information from 15 various web lists.
Attend meetings of social sector organizations and groups, including but not limited to: <ol style="list-style-type: none"> 1. Early Childhood Development Committee / EYC steering committee 2. Revelstoke Literacy Action Committee (Vice-Chair) 3. Financial Literacy Subcommittee 4. Seniors' Volunteer Coordinator Steering Committee 5. Health Care Advisory Committee 6. Youth Advisory Committee & Youth Initiative Group 7. Child & Youth Mental Health & Substance Use Collaborative Local Action Team (Co-Chair) 8. Youth Access Fund subcommittee 9. Transit Committee 10. Screen Smart Committee 11. Welcoming Communities Committee / Community Partnership Table 12. Welcome Week Planning Committee 13. Safe Spaces Society 14. Poverty Reduction Working Group 15. BC Poverty Reduction Community of Practice (Co-Chair) 	<ol style="list-style-type: none"> 1. 9 meetings 2. 4 meetings 3. 1 meeting 4. 4 meetings + hiring committee process 5. 2 meetings 6. 4 meetings 7. 17 meetings 8. 1 meeting 9. 0 – inactive 10. 1 meeting 11. 0 meetings (only one held, provided report) 12. 3 meetings 13. 4 meetings until Society became dormant 14. 7 meetings 15. 4 meetings 16. Regional Pov Red group – 5 meetings <p style="text-align: center;">66 total</p>

Organize and/or provide support for local social sector training/learning events	<ul style="list-style-type: none"> - Safeteen Training (Sept 2016) - Dan Reist/CARBC workshop for parents + Pro-D for SD19 staff & service providers (Oct 2016) - BC Housing 'lunch & learn' (Jan 2017) - Culture of Poverty with Alison Dennis (Feb 2017) - Vol Income Tax Program info session (Feb 2017) - FASD workshop (Feb 2017) - Coordinated group participation in Youth & Opioid Crisis telehealth session.
Host meetings to promote interagency communication, learning and to celebrate achievements	<ul style="list-style-type: none"> - Facilitated multi-sector input to Federal Poverty Reduction Strategy / submitted results to Minister of Families, Children & Social Development
Facilitate stakeholder participation in community-wide initiatives & events	<ul style="list-style-type: none"> - As above - Coordinated Volunteer Fair /Community Dinner with CFDC rep - Coordinated/facilitated sector input for federal consultation on a national poverty reduction strategy

Objective 2. Communicate, maintain and update the social aspects of the Integrated Community Sustainability Plan (ICSP), identifying new social challenges and opportunities and ways to meet challenges and access opportunities.

Task	Status
Provide social perspective and input to major cross-sectoral initiatives <ul style="list-style-type: none"> • Provide input to social goals for OCP review 	<ul style="list-style-type: none"> - No action on OCP to date
Provide regular (written) updates on SDC activities to other City Committees	<ul style="list-style-type: none"> - No specific requests - Related updates provided to YAC & HCAC
Track baseline indicators for ICSP social goals	<ul style="list-style-type: none"> - Ongoing / Housing-related data collated - Working with RDI on 'State of Poverty' indicator report for Revelstoke & Area

Objective 3. Support action on high priority social projects identified in the ICSP.

Task	Status/estimated completion date
<p>Mental Health & Substance Use</p> <ol style="list-style-type: none"> 1. Continue to support Child & Youth Mental Health & Substance Use Collaborative Local Action Team, and all this entails; support Project Lead; support transition post-March 2017 if necessary 2. Support delivery of Safeteen Training 3. Deliver “Together We Can – supporting a new approach to substance use education” project 4. Explore ways to work together with others to build awareness of mental health challenges & decrease stigma to accessing mental health services in the community. 5. Continue to support training for service providers around mental health & addictions 	<ol style="list-style-type: none"> 1. Ongoing – included many 1:1 meetings with Project Lead + Co-Chair/Project Lead meetings + working on budget/chartlet objectives via subcommittees & support for Project Lead + coordinated hiring process & ‘knowledge transfer’ for new Project Lead post-March 31st. 2. September 2016 – training delivered successfully to over 30 service providers/SD 19 staff. 3. Coordinated Dan Reist/CARBC training for parents + service providers (Oct 2016) + 4 ‘Community Cafes’ – submitted final report to funders (May 2017) 4. Achieved primarily thru CYMHSU initiative – no particular action for adults. 5. Safeteen (Sept 16), Dan Reist (Oct 16), FASD (Feb 17), Dr. Martin Brokenleg (May 17)
<p>Seniors and Age-Friendly Planning</p> <ol style="list-style-type: none"> 1. Continue to support Seniors’ Association & Volunteer Coordinator as needed 2. Continue to monitor implementation of recommended actions in the Age-Friendly Plan <ul style="list-style-type: none"> • Coordinate delivery of community ramp project 	<ol style="list-style-type: none"> 1. Assisted Seniors Association with hiring new Vol Coordinator (Aug – Oct 16) 2. Prepared AF/Ramp intro packages + recruited volunteer to approach businesses (Oct 16), worked with planning dept to approve 2 pilot business locations (Nov – Jan 17), worked to secure contractor to build ramps (Feb – May 17) – project slated for completion Oct 17.
<p>Youth – Attend and provide input to Youth Advisory Committee & Youth Initiative</p>	<p>Ongoing</p>

Objective 3 continued

Poverty Reduction Strategy

1. Poverty Reduction Working Group – continue to coordinate and support meetings, share resources and ideas
2. Participate on Financial Literacy subcommittee & provide support when required
3. Explore avenues to support delivery of a series of workshops on specific government programs to improve knowledge and uptake (e.g. rental assistance programs, GIS, etc.)
4. Participate on Youth Access Fund steering committee
5. UBCO Living Wage research project - see project through to completion; update Living Wage Calculation (April 2017); explore next steps
6. Continue to work with community partners to improve access to Emergency Housing
7. Attend provincial poverty reduction conference (funded by BC Poverty Reduction Coalition)
8. Continue to work with CBT to establish regional poverty reduction network; support RDI indicator project as needed
9. Continue to participate in Vibrant Communities Canada teleconferences; Co-Chair BC 'Community of Practice'

1. Coordinated all Working Group meetings; including preparing minutes & resources.
2. Project complete; CBAL & other groups continue to do financial literacy on an ongoing basis.
3. BC Housing 'lunch & learn'; Culture of Poverty Workshop with Alison Dennis; Vol Income Tax Program workshop.
4. As needed.
5. UBCO project complete (see <http://icer.ok.ubc.ca/publishing/icerpress.html>); LW update completed (April 2017).
6. No Action
7. Attended provincial summit (Nov 2016); supported two Revelstoke delegates to attend National Summit in Hamilton, Ont. (Apr 2017)
8. Columbia Basin Regional Poverty Reduction Working Group established (Dec 2016); RDI Indicator 'State of Poverty' project initiated; Group presentation on "Why Community-based Poverty Reduction makes Good Sense" (Apr 2017).
9. Chaired bimonthly teleconferences, worked with VCC to set agenda.
10. Other – Facilitated key stakeholder input to Federal Poverty Reduction Strategy.

Other Social Priorities

1. Diversity and inclusion
 - Coordinate "Welcome Week – Connecting Newcomers and the Community"
 - Continue to support Safe Spaces Society as needed
 - Maintain www.welcometorevelstoke.org as required
 - Distribute updated Newcomer's guides
 - Attend Multicultural Society meetings and support as needed

1.
 - Coordinated 5th annual Welcome Week, incl. Vol Fair & Community dinner
 - Supported Safe Spaces Society until it folded in Nov 2016 (due to Volunteer 'burnout')
 - Continue to maintain website
 - Completed Newcomers Guide updates & distributed around town (second update to French & English online versions April 2017)
 - Supported RMS Capacity-building (see below).

<p>2. Healthy Communities:</p> <ul style="list-style-type: none"> • Support Health Care Advisory Committee • Support delivery of Community Paramedicine program 	<p>2.</p> <ul style="list-style-type: none"> - Con't to support HCAC & attend meetings - No action (program slated for roll out summer 2017)
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Objective 4. Help support new and existing social sector organizations and collaboratives when needed.

Task	Status/estimated completion date
Assist new and existing groups to establish governance	As required
Assist new and existing groups to develop, implement and monitor work plans	<ul style="list-style-type: none"> - Multicultural Society – facilitated strategic planning, updated strategic plan, assisted with grant applications (Fall 2016) - Aboriginal Friendship Society – facilitated annual planning event (June 2017) - Supported a number of community organizations with a variety of funding applications.
Assist new and existing groups with funding applications as needed	
Ensure new and existing groups are working with accurate information sources	

Objective 5. Provide the City of Revelstoke with information and recommendations on community social challenges and priorities.

Task	Status/estimated completion date
Presentations to City Council and senior staff	<ul style="list-style-type: none"> - City Council delegations - August 23, 2016 & June 27, 2017 - Met with Allan Chabot, new CAO - Met with Nigel Whitehead, new Director of Planning & Development Services
Respond to requests from Council as they arise	As required
Provide information to City Council on community-wide social issues	<ul style="list-style-type: none"> - Supported Pov. Red. Chair Michelle Cole with delegation to City Council (Dec 2016) - Researched and prepared 'backgrounder' for Soc Dev memo to City Council (Nov 2016) - Provided input to City Admin's report on HCAC goals/outcomes for 2017 - Researched & prepared 'backgrounder' for LICO/LIM memo to City Council (Feb 2017) - Conducted personal interviews with public transit users & elicited input from service providers/collated input for City CED Dept & BC Transit for review of services

Objective 6. Communicate social issues and information within the community and externally.

Task	Status/estimated completion date
Update and distribute Directory of Social Services for Revelstoke and Area	- Updates completed in July 2016 & February 2017
Maintain and update www.revelstokesocialdevelopment.org <ul style="list-style-type: none"> • Maintain an up to date library of reports/studies on local social topics as well as up to date directories under 'Important Documents' tab 	- Ongoing
Presentations to organizations describing SDC activities, social sector initiatives, and current priorities: <ul style="list-style-type: none"> • Okanagan College Advisory Committee • Economic Development Commission. 	<ul style="list-style-type: none"> - Provided content for fall edition of Community Development News - No local presentations specific to social development took place, but began attending Okanagan College Advisory Committee meetings - Presentation at the annual AKBLG convention in Rossland (April 2017) - Stoke FM morning show (welcome week) - EZ Rock interview (Community Cafes)
Provide point of contact & answer requests (local and out-of-town) for information about social conditions, the social sector and social planning	- Average 9 per month
Participate in community-wide events	<ul style="list-style-type: none"> - Attended Diversity Action Plan update meeting - Attended Safeteen Community presentation - Participated in CBAL's Reach a Reader event - Attended Business Info Centre open house - Attended BC Economic Development Assoc. workshop - Attended dinner meeting with Kimberly Schonert-Reichl (ECD/HELP) - Attended Volunteer Fair / Community dinner - Attended Housing Society AGM - Participated in Family Friendly Business Award adjudication - Attended Housing Society 2 day Strategic Planning Session - Attended all 'community cafes' - Attended all poverty-related workshops