



COMMUNITY SERVICES ADVISORY COMMITTEE MINUTES

Meeting – Wednesday, March 9, 2022
7:00 pm - BY MS TEAMS

Present:	Cathy Harvey Ellison Mallin (Chair) Domenica Mastromatteo	Constantine McQuade Joshua Peters (Vice Chair)
Regrets:	Irina Elderidge	
Guest:	Susan Shepherd, Development Officer, Junior Achievement	
Staff:	Eirikka Brandson, Social Planner Mary Jukich, Committee Clerk	

1. Welcome

The Chair called the meeting to order at 7:04 pm.

2. Presentation – Junior Achievement BC

Susan Shepherd, Development Officer, provided a presentation on Junior Achievement of BC. This organization is a member of JA Canada and JA Worldwide, the world's largest not-for profit organization dedicated to educating youth about business. On completion of the presentation, the following comments were provided by the Committee:

- In terms of impact to District of North Vancouver students, the application indicates approximately 1,500 students and whether this was across the District, or the entire North Shore.
- Concern was raised that Junior Achievement may not be a fit within the mission of the community grant process in the District. The program was delivered through the school system on request, and this type of program was not normally funded in the past, particularly as one of the key elements of community grants is to serve vulnerable groups. In this regard, the Committee may wish to consider whether to expand the scope of who is funded to educational and preventative programs.

3. Adoption of Agenda

Resignation of Alex Estoup and Election of Vice Chair was added under Any Other Business.

MOVED, seconded and resolved
To adopt the amended agenda.

CARRIED

4. Adoption of the March 2, 2022 Minutes

On review of the minutes, a concern was raised that the minutes as presented did not completely reflect the discussion with respect to the new grant process. In this regard, the minutes will be revised and brought to the next meeting for approval.

MOVED, seconded and resolved
To move the March 2, 2022 minutes to the next meeting.

CARRIED

5. Grant Review Process Presentation

Staff provided a further presentation around the new grant review process, and reported that feedback was received that there was still some confusion on how to review and evaluate the grant applications and generally around the new process. This year, a new process was implemented wherein the Committee would use a weighted decision scorecard to compare applications with respect to 12 criteria and the different levels of importance assigned as determined by the Committee members.

On completion of the presentation, members were requested to share their decision on whether they wished to follow this year's new process, and the following comments were provided:

- This system is a good start, and at the end of the year, the Committee will have an opportunity to review the success and challenges of the process.
The member voted in favour.
- A member indicated a desire to return to last year's process which worked to some extent. The new process imposed has flaws and the application of criteria did not work well. There was insufficient information in the applications to evaluate some of the points and an applicant would be penalized with a 0 score if they were not asked certain questions. The interviews were important and the process will suffer without them. The workload has doubled with approximately 14 applications being assigned to each member. In past years, pairs worked well with organizations that had large requests; however, the new process with pairs was dysfunctional. In terms of the criteria, a suggestion was presented to develop criteria that would be more objective definitive and be decided, by consensus, by the Committee.
The member voted against.
- Information was requested around the concept of the reconciliation process.

A concern was raised that the Committee has not yet agreed on the evaluation criteria setting the priorities. If the evaluation criteria is not agreed upon that set the priorities then the 12 different criteria is meaningless unless the Committee knows what is important. For example, if one member believes that vulnerable population is a high priority, and another member does not, this would hurt the applicant. The

acknowledgement of the District is on the basic 1 – 5 as well as vulnerable population and serving the District need is not right.

There is a little less than 60% of the funds necessary for the full dollar value of the grants and there are not many grants that will not qualify for funding. Until the Committee is aware of the reconciliation process, grant applications should not be changed.

There is a limited amount of funding available and a possibility that some applicants, if their amount is reduced, will not be cut just once, but twice.

In terms of the scores, there are 12 different characteristics, and not all are as important as others.

Because the difference between the organizations getting a 5 and getting a 4 is a 20% drop in the total score, information was requested with respect to the role that will have in the final reconciliation and whether the assumption is that the Committee will not reduce the amount of the applications.

- The system is okay and should continue.
- Continue with the evaluation criteria as it is the Committee's duty to Council to represent the community without bias and not fair to the applicants who have applied based on this criteria to go back and indicate that the Committee was changing the criteria from which they submitted the application.

On conclusion of the comments, the Chair noted that the majority of the members present indicated to continue, and if there were further concerns, questions or comments these should be provided by email.

6. Community Grant Applications

- Athletics for Kids Financial Assistance (BC) Society (Operating)

Requested:	\$3,500
Recommended:	\$2,500

MOVED, seconded and resolved

THAT the Operating Grant from Athletics for Kids Financial Assistance (BC) Society be partially
CARRIED

- BC Pets and Friends (Operating)

Requested: \$5,000
Recommended: \$4,500

MOVED, seconded and resolved

THAT the Operating Grant from BC Pets and Friends be partially funded in the amount of \$4,500.

CARRIED

- Belweder North Shore Polish Association (Operating)

Requested: \$1,000
Recommended: \$0

- Belweder North Shore Polish Association (Program) –
Creative Workshops Connecting North Shore Residents

Requested: \$3,000
Recommended: \$0

MOVED, seconded and resolved

THAT the grant application from Belweder North Shore Polish Association (Operating) and Belweder North Shore Polish Association (Program) – Creative Workshops Connecting North Shore Residents be rejected.

CARRIED

- Crisis Intervention and Suicide Prevention Centre of BC
(Program) – Advanced Suicide Training

Requested: \$1,200
Recommended: \$1,200

MOVED, seconded and resolved

THAT the Program Grant from Crisis Intervention and Suicide Prevention Centre of BC – Advanced Suicide Training be fully funded in the amount of \$1,200.

CARRIED

- Crisis Intervention and Suicide Prevention Centre of BC (Program) – YouthinBC.com

Requested: \$1,200
Recommended: \$1,200

MOVED, seconded and resolved

THAT the Program Grant from Crisis Intervention and Suicide Prevention Centre of BC – YouthinBC.com be fully funded in the amount of \$1,200.

CARRIED

The presenter noted that the organization had been contacted for additional information. However, concern was noted by other members that agency interviews were not part of the review process this year. Staff confirmed there were no interviews and members have an opportunity to indicate if there were particular organizations that they wished to be invited to present to the entire committee at a meeting. Concern was noted that as the Committee is comprised of citizen advisors, they should have been consulted on the process.

- Lookout Housing and Health Society (Operating)
This item will be brought to the next meeting

7. Accountability Forms

Members provided a brief overview on the Accountability Forms from the following organizations, noting observations, challenges and successes of the organizations over the last year.

- Canadian Mental Health Association, North and West Vancouver Branch
This form was not reviewed and will be brought to the next meeting.
- Friend 2 Friend Social Learning Society
- North Shore Safety Council
- Athletics for Kids Financial Assistance (BC) Society
This form was not reviewed as the presenter was absent from the meeting.
- North Shore Keep Well Society

8. Any Other Business

- **Update on the request for Deputy Clerk regarding meeting procedures**
As background, there was a previous discussion around CSAC meetings being open to the public and the Deputy Clerk would be providing an update. That Department has

indicated that it will be providing an update to staff, and staff will provide the update to the Committee.

- **Resignation of Alex Estoup and Election of Vice Chair**

Members were informed that Alex Estoup had resigned from the Committee.

As a result of the resignation of Alex Estoup, members were requested to volunteer to serve as the Vice Chair of the Committee. Joshua Peters nominated himself, and as no further nominations were presented, Joshua Peters was acclaimed as the Vice Chair.

Prior to the adjournment of the meeting, the following items were raised:

- A question was raised on how the concerns and questions raised around the new process would be distributed to the Committee members.
- A further issue was raised around the workload and that 15 applications may be excessive.

9. Determine Next Meeting Date

The next meeting was scheduled for Wednesday, March 23, 2022

10. Adjournment

MOVED, seconded and resolved
To adjourn the meeting.

CARRIED

The meeting was adjourned at 9:20 pm.

District Vision Statement

Our goal is to be recognized among the most sustainable communities in the world as demonstrated through our environmental stewardship, strong network of neighbourhoods, a vibrant economy and community-driven growth and change.