COMMUNITY SERVICES ADVISORY COMMITTEE
Meeting – Wednesday, October 21, 2015
7:00 p.m. – 9:00 p.m.
Committee Room, District Hall, 355 W. Queens Road

MINUTES

Invited: Christopher Corsetti
Wendy Hiebert
Jocelyn Rea
Arash Rezai
Robin Woods
Maralyn Wild
Stefanie Wysota

Guests: Mark Lysyshyn, MD MPH FRCPC
Medical Health Officer
Vancouver Coastal Health

Staff: Cristina Rucci, Staff Liaison
Mary Jukich, Committee Clerk

1. Adoption of Agenda

MOVED AND seconded
To adopt the agenda

CARRIED

2. Adoption of September 9, 2015 Minutes

MOVED AND seconded
To adopt the minutes

CARRIED

3. Vancouver Coastal Health Presentation

Dr. Mark Lysyshyn, Medical Health Officer, Vancouver Coastal Health provided a presentation on Working with the District of North Vancouver to Create a Healthier Community.

4. Review and Reflections of Grant Allocation Process for 2015

Members discussed and reviewed a suggestion for the grant allocation process. As there are some occasions when a presenter may not have asked or thought of certain questions at the interview stage of the process, it was suggested that at the beginning of the grant process, the whole Committee reviews all the applications and make note of specific questions to provide to the interviewer. This will ensure adequate information is gathered and possibly eliminate the need to go back to the organization requesting additional information.

As well, during the initial review, members who interviewed the organizations in the past can also provide feedback on the organization.

For next year’s process, the first meeting in February will be used to allocate applications to the members. At the next two meetings in February, the Committee will undertake a
review of all applications received and make a note of specific questions to be taken to the interview.

It was also suggested to maintain person to person contact with the larger applications and that smaller applications could possibly be done in-house, or by telephone; however the specific amount will be determined at the first meeting.

5. **Budget Increase**

Members discussed whether or not to consider approaching Council to request a budget increase. On discussion, and review of past years’ increases, and trends for increase, it was suggested that it may be more beneficial to review the number of applications received, and amounts requested, and then determine whether to approach Council to consider a budget increase.

6. **Recruitment**

Members were reminded that Committee membership terms will be ending at the end of 2015 for Robin Woods, Elaine Noble, Dustin Noble, and Maralyn Wild.

There was a general discussion with regard to recruitment of new members, and it was suggested that it may be worthwhile, and in accordance with the terms of reference that the Committee operate with 13 members.

New members will be provided with an orientation at the January meeting.

It was suggested that it may be helpful to have the current members attend the January meeting to answer questions and provide guidance for the new members. Previous members of the Committee will approve the minutes, and an election for Chair and Vice-Chair will take place at the January meeting.

7. **Next Meeting – Wednesday, November 18, 2015 - 7:00 pm**

The next meeting will be on Wednesday, November 18th.

**Action:** Cristina will look into having a representative from the North Shore Immigrant Inclusion Committee attend the next meeting.

8. **Any Other Business**

There will be a Table Matters Event on Thursday, November 5th at 5:30 pm.

**Action:** Cristina will send out a notice of the event.

9. **Adjournment**

As there was no further business, the meeting was adjourned at 8:55 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.