

WINNIPEG CHILD AND FAMILY SERVICES
Senior Management Meeting
September 27, 2006

Approved

PRESENT: Darlene MacDonald, Ellen Peel, Viviane Misurka, Rob Rogala, Pat Harrison, Dan Berg, Elaine Gelmon, Cynthia Steranka (Recorder)

1. September 13, 2006 Meeting Minutes

Minutes reviewed. Approved with revisions.

2. Intake Area Review Data

As there is no new information forthcoming, this item will be removed from the standing agenda.

3. AJI/JIRU/WIS Update

~~JIRU The official go live date is November 27, 2006.~~ There were no Board meetings held in September. Filling vacancies continues to be an issue. Renovations are going smoothly and it is expected the fourth floor will be completed within two weeks.

4. ISD Working Groups

No new information to report.

5. Human Resources

~~Term Positions~~ Memos have been sent to all WCFS term employees extending their terms. A similar memo will be sent to term staff who are direct hires to JIRU. Discussion held re current vacancies and returning secondees.

6. Workplace Safety and Health

There have been no recent committee meetings. An issue has been raised regarding staff using personal property at work, which may result in injury. Will be discussed further at the October 11 senior management meeting.

Action: Rob and Florence to follow up with Dan Bartlett, Health and Safety Officer.

7. Renewal Committee

No new information to report.

~~8. Draft Voluntary Placement Agreement Protocol~~

The above was reviewed by senior management and revisions suggested. The revised draft will be sent to senior management for further review and discussion at the October 11 senior management meeting.

9. Case Transfers Between Rural, Northern and WCFS

Draft procedures re case transfers were reviewed by managers from the above organizations, but feedback has not yet been received. Will be discussed further at the October 11 senior management meeting.

Action: Rob to follow up.

10. Linda Burnside Research Project

Linda has completed a research project and would like to present her findings to staff. A brown bag lunch will be organized. Cynthia to contact Linda, arrange a date and notify staff.

11. ~~Intake Transfer Protocol~~

The above was reviewed and concerns noted around the plan to shred case notes. Pat will investigate the issue further. The protocol will be discussed further at the October 6 WCFS/JIRU Management Meeting.

12. ~~WCES Policy Manual~~

Andy Koster, who is conducting a review into the Phoenix Sinclair case on behalf of government, has raised concern that ~~not all staff seem to be aware of the Branch Policy Manual. The manual's content was to be reviewed some time ago, and information on the status of that review will be brought to the October 11 senior management meeting.~~ Teams will be canvassed to determine if they all have a copy. Discussion around putting Branch policies/procedures on the T drive.

13. HSC Referral Form for Suspicion of Infant or Child in Need of Protection

The above document has been implemented by the Health Sciences Centre. If any senior management have concerns re the use of the form please contact Diva Faria.

14. Travel Time

As a result of a recent arbitration, staff who are directed by their supervisor to work overtime, and if part of that overtime includes travel, travelling time will be paid under the overtime provisions.

Action: Elaine to obtain further clarification.

15. Sexually Exploited Youth Initiative

Information on the above was distributed.

16. ~~Agenda Items for Joint JIRU/WCFS Management Meeting.~~

- Physical file checks by Intake before a case is transferred to Family Service.
- Protocol re external reviews and staff involvement.
- Impact on staff of JIRU becoming an independent agency.

Please forward any additional agenda items to Cynthia.

17. Agenda Items for Joint Consultation Meeting

- Union Statement re Relationship Between Branch and MGEU

Please forward any additional agenda items to Cynthia.

18. MASW/MIRSW Workshop – Child Welfare Reform: Progress on the Path to a Child and Family Friendly Service System

Information distributed.

19. Prototype Agency

Suggested funding structure received from Dennis Schellenberg for discussion.

20. Family Support

A questionnaire was sent to staff that have current Family Support contracts, in order to gather background/statistical data, with a return deadline of September 29. The data will then be collated and information presented to the General Authority.