

EMERGENCY SOCIAL SERVICES ASSOCIATION OF BRITISH COLUMBIA

***2003 AGM Minutes***

*15th Annual General Meeting*  
Monday, October 27, 2003  
At the Wall Sheraton Hotel  
1088 Pender Street, Vancouver, BC  
Commencing 1840 hrs

The Annual Report is a separate document, which can be accessed via the ESSA office at 604-517-1442 or 1-800-910-ESSA or [info@essa.ca](mailto:info@essa.ca). This report includes the Staff, Board, and Regional Reps' reports in full.

**Attendance:**

**President:**

Larry Pearce

**Vice-President:**

Bryan Larrabee

**Treasurer:**

Laurie Pearce

**Secretary:**

Doreen Myers

**Directors:**

Bill Andrews

Diana Krimmer

Jean-Francois Landry

Marie Salem

Wendy Bennett

Colleen Vaughan

**Executive Director:**

Kevin D'Souza

**Office Administrator:**

Christine Fleeton

**Regional Rep Liaison Officer**

Esther Kane

**Regrets:**

**Directors:**

Doug Kinton

**Regional Reps:**

Debbie Nider

**Special Guests:**

**ESS Program Office:**

Jeff Cornell

**ESSA Life Member:**

Sally Pollock, JIBC

**Other attendees:** Janet Andrews-ESSA Regional Rep. Southwest-Fraser Valley, Vicky Chipman-ESSA Regional Rep. Southeast West Kootenays, Donna Grobell-ESSA Regional Rep. Southeast East Kootenays, Ray Huey-ESSA Regional Rep. Central, Rachel Minger-ESSA Regional Rep. Northwest, Bob Kennedy-ESSA Regional Rep. Vancouver Island South, Diane Clooten-ESSA Regional Rep. Vancouver Island North, Jerrilyn Schembri-ESSA Regional Rep. Northeast, Debbie Clyne-Burnaby ESS, Dennis Harvey-Saanich ESS, Patricia Harvey-Sunshine Coast ESS, Tammy Lata-Victoria/Esquimalt ESS, Bev Stenning-Victoria/Esquimalt ESS, Jackie Kloosterborer-Maple Ridge-ESS, Carol Unger-Abbotsford ESS, Rob Johns-Victoria/Esquimalt ESS, Sam Aksidan-Gitsegukla Village ESS, Gerry Blitstein-Langley ESS, Debbie Cockell-Kamloops ESS, Magnus Eek-Victoria/Esquimalt ESS, Lisa Evans-MacKenzie, Jennifer Franssen-CowichanValley ESS, Bryan Farrar-Telephone Pioneers Amateur Radio Club, Maggie Grant-ESS Program Office, David Tomaz-ESS Program Office, Cheryl Venn-ESS Program Office, Beryl Itani-Kelowna ESS, John McEwan-Salvation Army, Frank McMiller-Adventist Development & Relief Agency, Waldo Neufeld-Mennonite Disaster Services, Bill Potma-Canadian Disaster Childcare, Roger Richot-Langford ESS, Norene Richot-Langford ESS, Margaret Shane-Telkwa ESS, Thersa Sharp-Simon Fraser University, Howie Siemens-Surrey ESS, Deb Reid-Victoria/Esquimalt ESS, Faye Lathrope-Abbotsford ESS, Natalia Skapski-Vancouver Police Dept., Corey Burtini-Victoria/Esquimalt ESS, Jill McLuckie-Esquimalt, Bob Dendoff-Nanaimo ESS.

### **1. INTRODUCTIONS**

ESSA President, Larry Pearce opened the meeting with introductions of directors, staff, & reps.

### **2. ADOPTION OF 2002 AGM MINUTES:**

Motion: That the minutes of the 2002 ESSA Annual General Meeting be adopted as presented.

*{Moved: Dennis Harvey /Seconded: Bill Andrews}*

CARRIED.

### **3. PRESIDENT'S REPORT**

Larry Pearce's report is in the Annual Report. He is proud of ESSA, partners, & people who support us at the Program Office – especially through the change in staff.

### **4. TREASURER'S REPORT**

Laurie Pearce's report is in the Annual Report. Laurie thanked the Program Office. She stated that, for the first time, ESSA had to bid for funding from the Program Office and was the successful applicant. ESSA is grateful for those who wrote letters of support and encouragement. The financial information is presented in the Annual Report. The accountant's Letter of Engagement is on page 24. The Statement of Net Assets shows over \$72 thousand in the General Account. Laurie explained that, as we had not secured funding until after the close of the fiscal year, ESSA needed to hold onto a large cash reserve. The Gaming Account was over \$32 thousand as the Direct Access grant had only recently been received. That money, which went to the cost-share initiative, Group Lodging signs, and other initiatives, is now gone. ESSA's new application is pending. The Statement of Changes in Net Assets is shown on page 26. On page 27 the Statement of Revenue & Expenses show revenue of \$269,796: much of which came from the Ministry of Human Resources and Gaming Commission. Categorized Operating Expenses are shown on pages 28 & 29. Notes are on page 30.

Laurie opened the floor to questions. There were none and she requested a motion to accept the Financial Statements.

Motion: That the financial statements for the fiscal year-ending March 31, 2003 be adopted as presented.

*{Moved: Debbie Clyne /Seconded: Mike Davies}*

CARRIED.

## **5. EXECUTIVE DIRECTORS REPORT**

Larry introduced new Executive Director, Kevin D'Souza and stated that he is proud of and appreciates Kevin's efforts.

Kevin thanked everyone at the board for the opportunity. He stated he's had a lot to learn and not too many to learn it from. He is looking forward to the years to come – working with the regional reps & new members, Jerrilyn & Rachel. His report is on page 18 of the Annual Report.

## **6. SUB-COMMITTEE REPORTS**

Larry stated the sub-committee reports start on page 21 of the Annual Report. He invited the committee chairs to add to their report.

JF Landry, Newsletter Committee Chair, thanked all the volunteers who sent articles and photos. He stated mESSAges would take a new focus towards marketing ESS, the work the volunteers do, and the training available to them.

Diana Krimmer, Regional Rep Volunteer Support Committee Chair, thanked the Regional Reps for all the work they did during the flooding. Diana also thanked those who didn't go to the "frontline" but worked on call-outs. She also thanked Esther for the work she's done. Larry stated Esther would be leaving ESSA and wished her farewell.

Bill Andrews, Seminar Committee Chair, reported looking forward as not much could be planned during the past 6 months.

Doreen Myers, Ways & Means Committee Chair, reported that 28 communities were able to purchase training, equipment, & supplies thanks to ESSA's latest cost-share initiative. She stated that, as the Regional Reps felt it was important the Group Lodging signs be available throughout the province, the process of giving away the first batch was changed. One kit is going to each regional rep and Mobile Support Team. The next batch of signs would be attached to training. She reported that the committee also tries to raise funds and raise the profile of ESS. Laurie stated that, should any community or person wish to donate, tax receipts could be given.

## **7. REGIONAL REPRESENTATIVES REPORTS**

### **Vancouver Island (South) – Bob Kennedy**

Bob Kennedy thanked the people in his region as they make his job more manageable.

### **Vancouver Island (North) – Diane Clooten**

Diane reported that there is a new ESSD in Sayward.

**Southwest (Coast) –** As Debbie Nider was absent, she was unable to present her report. Debbie's report is included in the Annual Report.

### **Southwest (Fraser Valley) – Janet Andrews**

Janet Andrews reported that getting the resource information for the Kelowna PREOC was a great exercise for her region. Most communities would depend on BC Housing for cots and blankets. It was great that two regions pulled together to help a third.

### **Central – Ray Huey**

Ray thanked everyone and all the teams involved in the fires one way or another. Special thanks went to ESSDs, Marie Salem and Beryl Itani. He also stated, for the first time since he's been a rep, there are no blackhole communities in his region.

**Southeast (East Kootenay) –** Donna Grobell's report is available in the Annual Report. She added a "Thank you" to the volunteers and partner agencies who assisted during the East Kootenay *Firestorm* this summer.

### **Southeast (West Kootenay) – Vicky Chipman**

Vicky stated the summer has been a huge learning experience. Her region is down to four (4) blackholes. Thank you to ESSA and the ESS Program Office for assisting her region. Larry reported that Vicky has resigned her position as Regional Rep and will be moving to Prince George in November. He stated the region would miss her being there.

### **Northeast – Jerrilyn Schembri**

Jerrilyn reported that communication throughout the huge Northeast region has been a challenge: she is hoping to rectify that.

### **Northwest – Rachel Minger**

Rachel stated her report was a joint effort between herself and former Regional Rep, Gord Fox. She stated the Annual Report duplicates Vicky's report in the last five paragraphs of her region's section.

## **OTHER PRESENTATIONS/REPORTS**

Jeff Cornell from the Program Office introduced his staff. He welcomed Kevin and the new reps. Jeff stated the latest edition of the newsletter was very well done and that he would ensure his executive saw a copy. He also thanked everyone for all the work they'd done: he is proud to be a part of their organization. The staff, volunteers, & partner agencies demonstrated the highest caliber. He also thanked those who did not have the opportunity to respond at the frontlines but, nevertheless, contributed.

John McEwan of the Salvation Army gave a presentation and promoted Personal Services training.

Bill Potma of the Canadian Disaster Childcare spoke. He congratulated everyone in the room for having had a very busy time in the past few months. He stated that his organization is an offshoot of the Christian Reform World Relief organization. They decided to form a Canadian society rather than continue as a church-based group. Bill introduced Donna Grobell, Coordinator/Administrator of the organization. He also stated they are seeking sources of funding. He gave a brief outline of the specialized training required which runs through a 27 hour period.

Waldo Neufeld briefed the group on the various activities and upcoming training of the Mennonite Disaster Service.

On behalf of Barry Growe, Bob Kennedy gave the Red Cross report.

Frank McMiller of the Adventist Disaster Relief Agency (ADRA) spoke.

Debbie Clyne of Burnaby stated ESS volunteers in her community would love to access training offered by the various agencies.

Beryl Itani, ESSD for Kelowna said Thank You to the Salvation Army.

Thanks also went to Alert Bay & Alberta for the generous food donations.

## **8. ELECTION OF OFFICERS**

Wendy Bennett stated the following directors are up for election and seeking nomination: Doreen Myers, Bryan Larrabee, Colleen Vaughan, JF Landry, & Bill Andrews. She also stated that a total of seven (7) spots are available.

She opened the floor to nominations.

Tammy Lata from Victoria/Esquimalt ESS, in reference to the *Volunteer Directors* handout where it stated that directors are not reimbursed for travel to board and/or committee meetings, asked if travel could be reimbursed for directors coming from outside the Lower Mainland.

Laurie Pearce, Treasurer, responded that, should directors from further regions be given reimbursement, funds would be taken from the various programs. Under the new contract, the meeting requirements are increasing and the funds have decreased.

Beryl Itani, Kelowna ESSD, suggested a fee increase for member communities.

Laurie responded that some communities have difficulty paying the fees as they stand. We don't want membership to be prohibitive. Where do you put the money – to the board or the communities?

Sally Pollock, JIBC instructor, stated that Marie, Kamloops ESSD, is a director.

Larry replied that the reimbursement issue was not clear when Marie was elected. Often Marie has participated in board meetings via conference calls. He also declared that Marie traveled "on her own nickel."

Tammy asked about ferry pick-ups. Wendy replied that arrangements could be made. Tammy also asked when the board met. She was told the board met Wednesday evenings – she declined to stand for election.

Doreen Myers nominated Gerry Blitstein, who agreed to stand.  
Diana Krimmer nominated Natalia Skapski, who agreed to stand.  
Larry Pearce nominated Doreen Myers, who agreed to stand.  
Donna Grobell nominated Colleen Vaughan, who agreed to stand.  
Laurie Pearce nominated Bryan Larrabee, who agreed to stand.  
Bill Andrews nominated JF Landry, who agreed to stand.  
Laurie Pearce nominated Bill Andrews, who agreed to stand.  
Wendy Bennett nominated Sheila MacLean, who, although absent, had previously agreed to stand.

Beryl Itani moved that nominations cease.

Gerry Blitstein offered to remove his name from the ballot.  
Natalia questioned the number of positions available as the Bylaws state that up to eighteen (18) directors may serve on the board.  
The response was that only twelve (12) positions had voting privileges.  
Rob Johns, Victoria/Esquimalt ESS, suggested the election be conducted and the candidate with the least number of votes be offered a position as a non-voting director.  
Doreen encouraged Gerry to let his name stand.  
Larry stated that if Gerry did not wish to stand for election, he could be invited to join the board as a non-voting member at the first Board Meeting.  
Gerry accepted this offer and no election was required.

7. **CONSTITUTIONAL AMENDMENTS**

No amendments were put forward.

8. **OTHER NEW BUSINESS**

None.

12: **ADJOURNMENT**

*{Moved: Beryl Itani/Seconded: Janet Andrews}*

There being no further business to discuss, the meeting be adjourned at 2023 hrs.

CARRIED.

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Larry Pearce, President

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Doreen Myers, Secretary