

# Annual Report 2009 - 2010

COMMUNITY LIVING  
Brant



# President and Executive Director Report



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On March 11, 2010, Canadians with disabilities celebrated as Canada ratified the UN Convention on the *Rights of Persons with Disabilities*. This was a historic and profound moment in Canada's history and was our country's declaration to Canadians and the international community that disability is to be recognized as a matter of fundamental human rights. The Convention creates a new and lasting foundation on which to build an inclusive and accessible Canada where rights can no longer be diminished on the basis of disability. Canada played a lead role in developing the Convention and is recognized as an international leader on disability and human rights.

This has been another year of lobbying government to ensure the follow through on their promised fourth year funding commitment to our sector. This funding has now been denied resulting in a reduction of staff hours and layoffs across the province. The new funding allocation that the Ministry of Community and Social Ser-

vices has received for 2010/11 is to be used for people in urgent need of services and on furthering the Transformation Initiative through the development of the new "Regional Application Centres". In response to the lack of previously committed fourth year funding, a number of campaigns are now underway to tackle this injustice to an already under-funded sector.

The key areas of focus for the Board of Directors this year were the development and approval of Board Governance Policies and the development of Community Living Brant's Strategic Plan 2010. The Board of Directors' approved strategic goals for the next four years are:

- *To support individuals who have a developmental disability to realize their aspirations for full citizenship, inclusion and participation.*
- *To continue the commitment to excellence by enhancing the capacity of Community Living Brant to demonstrate quality.*
- *To advance the sustainability of Community Living Brant through a committed and integrated approach to leadership, continuity, risk management, employee well-being and financial ability.*

Through our continued partnership with The Brant Foundation for Persons with Developmental Needs, we are

very pleased to announce that they have now purchased land and are building a new house for us with a target completion date in the fall of 2010.

The new data base, Alliance Information Management System (AIMS), is now operational throughout the organization. Our 250 staff have now received training and we have begun to generate reports on data from people supported regarding health information, planning for the future and relationships, to name a few. The management of information has long posed challenges in our sector and we are appreciative to all staff for their cooperation in the implementation of this fundamental resource.

Community Living Brant was chosen to be one of sixteen organizations participating in the *Provincial Core Competencies Pilot Project* launched earlier this year. This project is an important key step in the Developmental Human Resource Strategy partnership between the Ministry of Community and Social Services and the Provincial Network on Developmental Services.



Through the implementation of core competencies in our agency, related skills, knowledge and expertise are developed as we become regional champions. This investment of time and resources will have both a positive impact on the quality services provided to people, as well as enhancing our leadership role in professionalizing the developmental services sector in Ontario.

There have been substantial changes in the Children's Ministry this year with the introduction of

the Early Learning Initiatives and the subsequent transfer of child care to the Ministry of Education. At this juncture, we are still unsure of the impact, if any, that this may have on our Ontario Early Years Centre: Brant. Late last year, a Board decision was made that would see the Early Years Centre move into the Andrew Donaldson building on Bell Lane. This move, which is slated for the fall of 2010, is a cost saving

measure in response to the lack of new funding since the inception of the Early Years Centre nine years ago.

Community Living Brant's greatest asset remains the people connected to our organization. Our self-advocates, families, volunteers, staff, management and Board members ensure opportunities are not only imagined but achieved. To all, a sincere thank you for making a difference in both our community and in people's lives.

**Respectfully Submitted**  
**Marylou Chatland,**  
**President, and**  
**Janet Reansbury,**  
**Executive Director**



**BOARD OF DIRECTORS 2009-2010**

<b>PRESIDENT</b>	<b>Marylou Chatland</b>
<b>PAST-PRESIDENT</b>	Grace Wilson
<b>VICE-PRESIDENT</b>	Martyn Camper
<b>TREASURER</b>	Darlene Manzer-Hall
<b>SECRETARY</b>	Rob Campbell
<b>DIRECTORS</b>	Gordon Cuthbert, Gert Franklin, Maria Gallo, Stefennie Jagt (Resigned) Diane Jones, Gary Kusch, Murray MacDonald, Elizabeth Teliz-McQuarrie

A fond farewell to Gordon Cuthbert and Martyn Camper, who will not be seeking re-election to the Board of Directors. Their insight and experience were tremendous assets to the Board of Directors. Thank You Gordon and Martyn.

#### **MANAGEMENT TEAM 2009-2010**

<b>EXECUTIVE DIRECTOR</b>	<b>Janet Reansbury</b>
<b>DIRECTORS</b>	Gerri Jensen, Support Services Debbie Cavers, Quality, Organizational Supports & OEYC:Brant Kathryn Dubicki, Administrative Support
<b>MANAGERS AND SUPERVISORS</b>	<b>Manager Support Services,</b> Julia Wheeler <b>Manager OEYC: Brant,</b> Melodie Spencer <b>Supervisors:</b> Brenda Beauregard, Robyn Cadwell, Jan Card, Marty Chapple, Tracey Gard, Robyn Hrab, Linda Hughes, Jenny Poplar (Resigned), April Soltau, Julie Turner, Danielle Woodcock, Stephanie Bennett - Community Relations



## **Audit Committee Report**

### **MEMBERSHIP:**

**Darlene Manzer-Hall, Chair**

**Glenda Minard**

**Denys Jones**

**Kathryn Dubicki, Director**

**Marylou Chatland, President**

**Janet Reansbury, Exec. Dir.**

**Janice Dougherty, Recording**

The Audit Committee of Community Living Brant, established in 2008, continued with its mandate to provide advice and recommendations to the Board of Directors with respect to procedures, policies, financial controls, the external audit of financial statements and financial reporting.

In 2009/10, the Committee:

- reviewed and followed up on recommendations from the 2009 Post Audit Management Letter;
- met with the Auditors to review the 2010 audit plan;
- reviewed the 2010/11 Budget for recommendation to the Board of Directors; and
- met with the Auditors to review the 2009/10 audit and financial statements for submission to the Board of Directors.

**Respectfully submitted,**  
**Darlene Manzer-Hall**  
**Chair**

## **Community Relations Report**

### **UPDATES FROM FUND- RAISING AND PUBLIC AWARENESS EVENTS:**

In 2009/2010, Community Living Brant had the opportunity to host three major fundraising/community awareness campaigns with much success!

In December 2009, Community Living Brant launched a unique new fundraiser through a gift card program. In purchasing gift cards through our agency, Community Living Brant receives back a percentage of the sales. There is a wide variety of gift cards available to purchase from many popular retailers. To date, this purchase program has raised \$1,000.00. Support Community Living Brant and purchase your gift cards through us!!

### **HERE ARE SOME OTHER HIGHLIGHTS:**

#### **August 20, 2009**

***Circle of Friends Annual Golf Tournament*** took place at Northridge Golf Course. One hundred people participated in the 2009 Tournament raising over \$8,000.00 for our Young Adults in Transition Program. The winner of the 2009 W. Leo McMahon scholarship was Stephanie Romano. Stephanie is attending the Social Science Program at

McMaster University. The 2010 Tournament is set for August 19<sup>th</sup>. Register today!

#### **November 2009**

Community Living Brant participated in the Annual Jaycee's Santa Claus Parade. Big thanks to the people supported and staff from Transitions who organized this year's parade participation.



#### **March 28, 2010**

The Davies Moffat Team Community Curl in Support of Community Living Brant held its 2<sup>nd</sup> Annual Bonsel. Twelve teams participated. \$11,150.00 was raised.



**Community Living Brant Celebrated the month of May as "Community Living Month" as follows:**

**May 2:** People supported and Staff participated in the annual "Community Living with the Blue Jays" Game in Toronto.

**May 7:** The 6th Annual Box Lunch took place in partnership with Moose Winooski's Restaurant. 876 lunches were sold. \$4,500 raised.



**May 8:** Our Community Sponsored page was featured in the Expositor.

**May 10:** City Council proclaimed the month of May as "Community Living Month" in the City of Brantford. This was followed by the raising of the Community Living Flag at City Hall.

Community Living Brant streetwide banners hung at 2 locations in Brantford throughout the month of May.

#### **GRANTS:**

Community Living Brant gratefully acknowledges the financial support from the following:

- *City of Brantford*
- *Brant Community Foundation*
- *Southern Network of Specialized Care*
- *Royal Bank Foundation*
- *Enterprise Brant*

Through these successful grant applications, Community Living Brant was able to provide staff with specialized training, purchase ten new computers, and purchase promotional materials for the Box Lunch Fundraiser.

***Respectfully submitted,  
Stephanie Bennett  
Supervisor  
Community Relations***



## **Ontario Early Years Centre: Brant Report**

Ontario Early Years Centre: Brant provides supports and services for parents and care-givers with children ages 0-6 years. OEYC: Brant also provides extensive services to support the child care, early learning and parenting community and educators.

#### **SERVICE CHANGE INFORMATION**

The OEYC: Brant has not received any base budget increases since its inception in 2002. We continue to offer a full range of programs and services to families and care-givers. However, services have been adjusted annually to compensate for this pressure, which this year included the closure of the St. George Best Start Early Learning and Parenting Centre. As well, the OEYC: Brant will be relocating its main site to 30 Bell Lane, Brantford effective October 2010. We welcome anyone for a tour of our new location and are planning a



formal open house for November. Check our website for more details closer to the date at [www.eycbrant.ca/oeyc.htm](http://www.eycbrant.ca/oeyc.htm)

#### **HIGHLIGHTS OF ACCOMPLISHMENTS 2009-2010**



A sold out Friday of our annual CHANGE Child Care Conference.



Successful completion of year two of the Raising the Bar on Quality Accreditation Program.



Authored family articles in the Best Start Magazine.



Hosted and participated in a training for the Mother Goose Parent-Child Program.



Celebrated eight years of service in March.

#### **FUN FACTS!**



We had over 1,300 parents participate in Workshops.



We delivered professional development to over 2,900 educators.



We made over 3,600 referrals to other early years services.



We made over 125 partnerships/linkages with other community agencies.



*We're all about children —  
come learn about us.  
519-759-3833*

*We're on the move!  
Our main office & resource  
library will move to 30 Bell Lane  
in October 2010.  
More details will be posted as  
we get closer to the moving  
date!*

## Special Events



The OEYC: Brant offers a number of **FREE** services for parents, caregivers, educators and young children ages 0-6 years. These services include:



*Parent and Child Stay and Play Drop-in Programs*



*Parent Workshops / Parent and Child Workshops*



*Early Years Literacy Workshops & Resources*



*Resource Library: Toy Lending (0-12 years) & equipment room*



*Quality Child Care Information Directory*



*Transportation support*



*Professionals, Educators and Caregivers Services and Supports.*



*Information about our programs and other community programs and services.*

Drop by for a Tour to receive more information at our current location at 330 West St., Brantford.

## Quality Enhancement Committee Report

### Memberships Reps:

**Deb Ballak**  
**Paul Wilson**  
**Randy MacKenzie**

### Parent:

**Glenda Minard**

### Self-Advocates:

**Kristie Beckham**  
**Sheila Hofman**  
**Jamie Mayle**

### Staff:

**Deb Cavers, Director**  
**Tracey Gard, Supervisor**  
**Donna Blackmore, Quality Initiatives**  
**Wendy Matthews, Recording**

The focus of the Quality Enhancement Committee was developing a Quality Enhancement Plan for the year that supported the areas requiring growth and change in the Association. The results from the agency's self-assessment on Basic Assurances and Shared Values through the Council on Quality and Leadership (CQL) Canada, as well as feedback

from a variety of focus groups, have shaped the development of this Plan. The Committee has monitored and reviewed the implementation of the various work plans to achieve the identified goals.

### GOAL 1

***"To promote that people are exercising their rights and responsibilities in all areas of their lives through education to both people receiving services and staff."***

The "Individual Rights" Policy and "Rights Committee" Policy were developed and approved. The policies have been distributed to staff for review and sign off.

The updated Rights Training for people support is being utilized within the agency. Thanks to Terry

Yamauchi, Steve Csordas and Susan Gadsby for their hard work and efforts in making this a successful training package. They have also created an innovative online course for rights training that is currently being piloted by a group of people. This is a great additional option for some people who may not want to participate in training.

The Rights Training for staff is currently being revised and will be modeled after the training for people supported. It will include additional information regarding staff's role in supporting people to understand their rights, how to support someone to exercise their rights, and understanding the process for bringing forward a restriction to the Agency's Rights Committee.





## STRATEGIC PLAN 2010 DIRECTIONS

**Inspiring Full  
Citizenship,  
Inclusion and  
Participation**

**Promoting  
Excellence**

**Achieving  
Sustainability**



### GOAL 2

***"To treat people with the respect you would give your best friend"***

The Planning and Resource Committee spent a full year discussing topics surrounding the issue of demonstrating respect to people we support. Each of these topics was also discussed with the Management Team.

Many staff teams have held additional sessions on understanding respect at staff meetings by inviting the Director of Quality to facilitate discussions and watching the "Offense Taken" DVD, which speaks to use of language, including the word "retard".

The Self-Advocates Hiring Sub-Committee created three new scenario questions based on respect that have been added to the agency's interview package.

### GOAL 3

***"People understand what abuse is and are free from all kinds of abuse."***

The current "Abuse" Policy has been updated to more clearly define abuse and to include exploitation.

There is a draft training package regarding abuse and neglect for staff. Josie Valetta and Debra Vincze worked together to research and gather a significant

amount of materials that have been incorporated into an abuse training package.

It is the goal of the agency to have a staff training event in the fall of 2010 to complete rights, complaint and abuse training based on all the changes made in the past year.

### GOAL 4

***"People have the ability to make choices and decisions that affect their lives."***

The agency's Person Directed Planning process has been revised and is ready for implementation. We have made numerous revisions over the past 6 months based on feedback received from staff and people supported. Training with Support Workers will take place in June on the revised procedures and discussions will be held with staff teams after to have this process fully implemented for the fall of 2010.

With the implementation of the AIMS web based database, staff are now able to accurately record, track and analyze their supports through the Service Activities sections where details are included about personal outcome, individualized support and achieving personal goals.

The Self-Advocates Complaint Sub-Committee has completed its video on how to express a complaint/concern to CL Brant.

Four members of the Self-Advocates Hiring Sub-Committee completed the interviewing training and have started to participate in interviews for potential new staff. They are now assisting with interviews for new staff.

### GOAL 5

***"All people receive orientation in order to understand and carry out the goals and objectives of Community Living Brant."***

The working group has revised the new staff orientation process and made its final recommendations. It has been an in-depth process as there have been several new required training components the Agency has had to add to the current staff orientation.

The next step is to begin revising the site specific orientation for staff. This captures understanding people's personal goals, personal outcomes support plan and the individualized support required for people. It also covers all the specific procedures that affect services in that location.



### **Additional Quality Information**

The data collected from Personal Outcome Interviews utilizing the new reporting tools from the AIMS database has been completed. The agency's reliable interviewers have an annual interview schedule to ensure a cross-section of interviews are completed each year. The Committee is able to monitor our quality of supports by comparing our interview results with CQL's national database. As well, there is a Basic Assurances Index that monitors the interview results from 9 key outcomes that are reliable indicators of successful systems in the agency to help us to monitor if we are providing quality supports to assist in the achievement

of personal outcomes for individuals who receive support.

The Planning and Resource Committee provided information to the Quality Enhancement Committee on their involvement in planning, personal outcomes and communication within the agency. The focus for this year will cover specific topics to support the achievement of the Agency's new Strategic Plan.

This year saw the implementation of the new web-based database (AIMS) that will help with the agency's focus on improving the quality of services. Over a six month period, the AIMS Implementation Team inputted the background information to start the database and then successfully trained all agency staff in the use for the

database. This database allows us to document important information about each person supported and share that information more effectively within a support team. The AIMS system was developed to support the use of CQL's (Council on Quality & Leadership) Personal Outcome Measures and Quality Measures.

March 2010 was the first month where all staff teams had been trained and were inputting data across all programs. The ability to see trends and analyze our supports will increase over the upcoming year as we gather more data.

Throughout the year, Donna Blackmore, who is staff support for Quality Initiatives, with assistance from her co-workers, hosted a number educational/information sessions on a wide variety of topics, as follows. (Names appearing in brackets indicate who organized the event.)

**APRIL 2009: *Photography Contest*** begins; ***Social Networking Seminar*** featuring Syd Bolton, the Personal Computer Museum (R.E.A.C.H. Out)

**JUNE 2009: *Photography Seminar*** (Denise Tanguay); ***It Came From Outer Space*** featuring Syd Bolton, the Personal Computer Museum (R.E.A.C.H. Out); ***Project Track Champion*** (Susan Walters and Marty Chapple)

**OCTOBER 2009: *Cooking Classes sponsored through CLB Parent Group Donation*** begin (Margaret Powell and Carolyn Jarvis); ***ODSP In-Service; Fire Safety*** – 2 sessions – featuring Dwayne Armstrong with the Brantford Fire Department (Margaret Powell and Carolyn Jarvis)



**NOVEMBER 2009: *Complaints Procedure Focus Groups*** (R.E.A.C.H. Out)

**DECEMBER 2009: *Personal Safety*** featuring Constable Cooper from the Brantford Police Department (Michelle Job)

**JANUARY 2010: *Information Session – Supported Employment; Rights Awareness Training*** (Steve Csordas, Susan Gadsby and Terry Yamauchi); ***Grief and Dealing with Loss*** featuring Mr. Ted McCleister (R.E.A.C.H. Out)



**FEBRUARY 2010: *Dental Care and Oral Hygiene*** (Transition); ***Rights Awareness Training*** (Steve Csordas, Susan Gadsby and Terry Yamauchi); ***Medication – Proper Use and Avoiding Misuse*** featuring Mr. Ken Stead from Northview Pharmacy (M. Powell, C. Jarvis, and Kandy Burtch)

**MARCH 2010: *Rights Awareness Training*** (Steve Csordas, Susan Gadsby and Terry Yamauchi); ***Focus Groups – Satisfaction of Services*** (Quality Enhancement Committee)

Over the upcoming year, the Quality Enhancement Committee will be taking on the responsibility of monitoring CLBrant's new Strategic Plan. We are thrilled with the accomplishments made possible this past year by the commitment and support of staff and self-advocates. The upcoming year will see CLBrant build on its successes and further enhance the quality of services to people.

***Respectfully Submitted,***  
***Deb Cavers, Director of Quality and Organizational Development, & OEYC:Brant***



## **R.E.A.C.H. OUT** **The Self-Advocates Committee Report**



R.E.A.C.H. Out, the Self-Advocates Committee of Community Living Brant continues its commitment to empower all men and women who receive services through advocacy and education. R.E.A.C.H. Out has had several member changes over the past year, as well as a new staff advisor.

### **Working Together to Make Change:**

**May 2009** – Self Advocates participated in the Flag Raising Ceremony to commemorate Community Living Month at Brantford City Hall.

**April 2009 – December 2009** – The Complaint Procedure and Hiring Sub-Committees continued to meet throughout the year creating proposals for change and improvement in the way services are offered at Community Living Brant.

**June 2009** – A group of Self-Advocates travelled to Kingston, Ontario, to attend Community Living Ontario's Annual Conference. This group conducted their own workshop sharing their experiences in working as a group to implement change to policies



and practices within Community Living Brant.

**September 2009** – One self advocate will now attend each session of Rights Awareness Training held regularly throughout the year for men and women who receive support services.

**January 2010** – Self Advocates submitted a proposal to the Lylla Cox Foundation requesting funds to purchase a video camera to film a video regarding the Complaints Procedure. The request was approved.



**February 2010** – Video equipment was purchased in order to film the Complaints Procedure video as well as other agency training projects. Scripts for the video were completed.

**March 2010** – Filming of the Complaints Procedure video took place over several days.

**March 2010** – Two self advocates joined the Quality Enhancement Committee of Community Living Brant.

**March 2010** – One self advocate joined the Board of Directors of Community Living Brant.

**March 2010** – Focus Groups regarding Quality of Services by Community Living Brant were held for men and women receiving services. Self-Advocates attended each focus group to offer support if needed.

**April 2010** – Self-Advocates completed their training in the Hiring Sub-Committee and have now begun to participate in the process of hiring new staff.

**April 2010** – The Complaints Procedure video goes through the process of editing and approval.

### **COMMUNITY EDUCATION:**

**May 2009** – Self Advocates conducted a presentation for the DSW Program at Medix School about careers in developmental services. Self Advocates shared their personal experiences.

**May 2009** – There was a presentation of the film "Freedom Tour" to men and women receiving services through Community Living Brant as well as their families and friends.

**June 2009** – Self Advocates facilitated a workshop at the Career Fair at North Ward Public School in Paris, Ontario.

**October 2009** – Self Advocates conducted a presentation at Fanshawe College in Simcoe, Ontario, to students in the Developmental Services Program about careers in developmental services.

**January 2010** – Self Advocates conducted a full day of presentations to

local High Schools for Careers classes – two presentations at North Park Collegiate and one presentation at Caledonia High School.

**February 2010** – Self Advocates conducted a presentation for the DSW Program at Medix School about careers in developmental services. Self Advocates shared their personal experiences.

## NETWORKING AND EDUCATIONAL OPPORTUNITIES:

**June 2009** – Two self advocates attended a film making workshop at the Community Living Ontario conference in Kingston, Ontario.

**November 2009** – Two self advocates participated in catering a lasagna supper for the Bridging the Gap Expo.

**January 2010** – An educational seminar was organized entitled Dealing with Grief and Loss. Our speaker was Mr. Ted McCleister.

**March 2010** – One self advocate participated in catering a lasagna lunch for the Abilities First luncheon.

**April 2010** – An educational seminar was organized entitled “Tenant Rights and Responsibilities”. Our speakers were Bev Stirling and Michael Dow from the Community Legal Clinic.

## PROJECTS FOR THE FUTURE:

- ✎ ongoing public education for schools and colleges;
- ✎ ongoing educational seminars for men and women who receive services;
- ✎ continue to network and build contacts with other self advocate groups and agencies through conferences and workshops;
- ✎ we are now actively working on our long term goal of holding our own conference in the spring of 2012 as well as a small mini conference in the spring of 2010;
- ✎ ideas are being formulated for fundraising projects to raise funds for the conference.

We are looking forward to another exciting and productive year.

**Respectfully submitted,  
R.E.A.C.H. Out Self-Advocates Committee**

## Rights Committee Report

**MEMBERSHIP:** Patrice Burke, Chair; Paul Wilson; Joe Hibbert; John Farley; Sandy St. Louis; Jason Richardson; Debbie Cavers, Director; Wendy Matthews, Recording

The Rights Committee is an external committee which provides data to the Board of Directors through the Executive Director. It is the responsibility of the Committee to review rights limitations and restrictions that have been imposed on individuals who receive service through Community Living Brant.

The Role of the Rights Committee is: ► Ensure that restrictions are actually needed and are not being imposed for convenience, for historical reasons, as a result of agency rules or due to a lack of resources.

► Review the accompanying plan with each restriction to ensure that it is the least intrusive and that a removal of some or all of the restriction is under regular consideration by the supporting staff.

Restrictions are often necessary for people to continue to live safely within their community. Restrictions can take many forms such as locked doors, closets; limited access to money, medication and

other personal possessions; psychotropic medications; diets; crisis intervention and behaviour support programs.



The Rights Committee acknowledges that staff, families and the individuals being supported have been innovative in designing solutions which permit the individual supported to live a life in the least restrictive manner possible. Since the beginning of the Rights Committee in January 1998

to May 2010 (12 years), the committee has reviewed 205 restrictions for 85 individuals. To date, 81 (40%) restrictions have been successfully lifted. If restrictions are unable to be lifted, they come back to the Committee as an extension. The Committee celebrates the lifting of all restrictions but also clearly acknowledges the fact that many people will need long-term supports to enable them to live to their fullest potential within their community.

**Respectfully submitted  
Patrice Burke, Chair**

## Parents Group Report

The Community Living Brant Parents Group continues to meet periodically throughout the year. Over the past fiscal year, the Parents Group met on several occasions.



An evening presentation on June 11, 2009, featured Jane Angus, CEO of Contact Brant, speaking about the Passports Program and the Ministry's new standardized assessment for accessing services called the Supports Intensity Scale (SIS) assessment. This assessment was put into place as part of the new Bill 77 legislation that replaces the old Developmental Services Act.

On October 29, 2009, the Parents Group hosted a session with an update from Debbie Cavers, Director of Quality, regarding CLBrant's Quality Enhancement Plan and how it impacts services. Julie Turner, Supervisor, gave an excellent overview of CL Brant's various respite services, including the new Aging at Home respite.

Last year, the Parents Group received a donation from the Paris Lioness Club that was designated to provide cooking classes for people who receive support. The second course was held, including 8 people who receive support. They chose to learn how to make some of their favourite meals for holidays and for entertaining friends and family.

The next event scheduled at the time this report was written is an information session with representatives from the ODSP office to discuss recent changes in ODSP benefits.

**Respectfully submitted,  
Eleanor Moore  
Parent Representative**

## Health and Safety Report

Community Living Brant is committed to providing a healthy and safe work environment for employees and people receiving services.

2009 was another very successful year for our Health and Safety Program. We completed the final year of our Safety Group initiative. Some of the projects included reviewing our policies, updating our First Aid training program, and implementation of both a Safe Driving Program as well as a Sharps and Needles Safety Program.

In 2010, we embarked on the 2 year Advantage Program. The Joint Health and Safety Committee has begun a comprehensive review of the agency's Health and Safety Management Systems. This will assist in preparing Community Living Brant in receiving accreditation for our Health and Safety Program.

Community Living Brant continues to recognize Health and Safety as a core business value and will continue to work with all employees to create a culture that improves education, keeps people safe and reduces injury.

**Respectfully submitted,  
Kathryn Dubicki and Julia Wheeler**





## SUPPORT SERVICES - ACCOMODATION

### GROUP LIVING

49 people in 11 homes in Brant and Brant County receiving 24 hour support. Each home is designed to meet the needs of the individuals.

### ASSOCIATE FAMILY

Currently 13 people are supported in 10 family homes and others provide respite only. This option involves a person or family sharing their home with a person with a developmental disability. They are screened, their home reviewed, and they must be approved by the agency.



### SUPPORTED LIVING

100 people receiving various levels of support based on individual needs: i.e. budgeting and money management; landlord and tenant issues; home and lifestyle maintenance (groceries); active listening (counselling); health and wellness (medical appointments); advocacy; resource and networking; skills development; facilitating connections with their families; etc.



### ENHANCED SUPPORTED LIVING

16 people in 4 different locations. These options range from 2-3 people sharing a rental house to 4 apartments in a large building to a four-plex. Staff are available 24 hours and may be based out of one of the apartments.

### RESPITE

House dedicated to out-of-home respite. 56 people eligible for service every weekend from Friday to Sunday; space for 4-6 people. The apartments downstairs are also available for respite and other options, i.e. young people getting ready to move out. They are also used from time to time by Children's Service providers as respite options; in these instances, they provide their own staffing. The house is open full time for the months of July and August.

### AT RISK RESPITE

Up to 16 people identified as eligible (1 week a month; Monday to Friday for 4 people) and evening respite for some younger folks (2 evenings a week). People have to be identified through Contact Brant. This annualized funding was approved by the community from the At Risk Community Dollars.



### AGING AT HOME STRATEGY

We have just completed our second year of a proposed 3-year joint project with Participation House - Brantford funded through the Ministry of Health and Long Term Care Aging at Home Strategy. We will be providing 27 weeks of respite this year. There were 17 people identified as eligible for this service this past year. People have to be identified and referred through Contact Brant. In order to qualify, the caregivers have to be at least 65 years of age or the person referred is an aging individual with a disability (aging defined by the progression of aging symptoms due to nature of the disability).

## SUPPORT SERVICES - DAY PROGRAMS

### DUNN ENTERPRISES

136 people (56 full-time and 80 part-time) supported doing sub-contracting for numerous businesses in the community - ranging from packaging, small parts assembly, sorting and inventory, quality control, fork lift and pallet truck operators, shipping and receiving, and product assembly. We also provide WHMIS training, fork lift certification, safe food handling, health and safety training, first aid, and lifting training for people who wish to participate. Many of the part-time people have jobs in the community:

- 5 people earn extra money doing piece work (revenue divided between our agency and the people working on the contracts).
- 8 people are involved in small business ventures: Hot Dog Cart (4); Lawn Mowing (1); and Janitorial (3). The Cafeteria at the Dunn provides nutritious hot lunches and breaks on a cost recovery basis. They also provide catering for other agency events.

Literacy in the Workplace is also offered.



### COMMUNITY ACTIVITY PROGRAM

Currently 41 people receive support with a focus on leisure and recreational opportunities. Through planning, people determine how to spend their time in a fun and relaxed environment and community-based leisure, recreation and volunteer participation. Some of the in-house activities include: snoezelen/relaxation therapy; music; virtual reality; self-image enhancement; baking; arts and crafts; social skill development; and pet therapy. Community connections include: Meals on Wheels (2 x week); SPCA; Habitat for Humanity Build; swimming; bowling; nature walks; train rides; grocery shopping; camping and cottage stays; community social connections; Tunes in the Park; library visits; and Cancer Society Daffodil Fundraiser.

### YOUNG ADULTS IN TRANSITION

Staff provide support for up to 82 young adults and their families to:

- Facilitate their transition from school to community life (including accommodation, work, leisure activities and further education); facilitate life planning and implementation of goals; facilitate connections to the community; ensure appropriate supports and services; provide or facilitate education and skills training.
- Educational Connections/Opportunities: Self Esteem and Relationship Training offered by the Sexual Assault Centre; Safety Training through Mohawk College; Food Processing and Handling through the Brant County Health Unit and St. Leonard's, Relaxation Therapy through CMHA; First Aid; CPR, WHMIS, Rights Training/Responsibilities, Ontario Disability Employment Program Information Workshop, Landlord and Tenants Act Workshop, Fetal Alcohol Syndrome, Training in Seizures, Orientation to AIMS and documentation, 8 week information workshop on Parenting, in conjunction with the assistance from the Children's Aid Society.
- Other Connections/Partnerships: People are involved in the Kiwanis Aktion Club, Soup for the Soul; Habitat for Humanity Builds and the Re-Store; Food Bank; John Noble Home; Why Not City Missions; Brantford Theatre; Laurier Brant; Poverty Roundtable event at Harmony Square; TIJA Ceramics; Grand Erie District School Board, Gela, Best Buddies Program through Mohawk and Laurier, Echo Day Care, Girardin Bluebird and Paris Public Library.



### PASSPORT PROGRAM

This is an initiative designed to enhance community participation supports for individuals who have a developmental disability and who are not involved in any other day program. It is typically one-on-one support. A family develops their own plan to meet their needs, can self direct their own funds and hire their own staff or choose an agency to deliver it. There has been very little funding received in the community since the initial round in 2006/07. Our agency presently has two streams of funding for Passport: agency-direct funding for a group of 10 people; and 3 people have individualized funding and have chosen us to be the delivery agent for their service. We also have one family who purchases some day support from us.

## SUPPORT SERVICES - DAY PROGRAMS ..Continued

### LITERACY PROGRAM

(Part of Transitions) 60 people involved in certificate courses (through the Literacy Council of Ontario) and non-certificate courses. The programs most utilized are: basic budgeting; Community Awareness; Driver's Education; reading and math; basic computer skills; resume writing; some online courses; digital photography and safe internet use. This year an online training course was developed for people who find it difficult to sit in a group and for those who need more time to process the information. Two individuals received the Anne Stafford Bursary to complete their Grade 12 education and accepted their Bursaries at a Gala Dinner at the Community Living Ontario Annual Conference in Toronto on May 27th. This year, we had many people co-teach classes in Ethics of Touch, Driver's Education, Cooking, Setting up Computers, Developing Healthy Relationships and Pre-Employment Training. We were also able to partner with Tollgate Tech to teach Driver's Education. This assists with Bridging the Gap between students and the services available to people once they have completed school. It creates opportunities to learn about resources available and connects people to opportunities for future development.



### SUPPORTED EMPLOYMENT PROGRAM

Over 70 people are employed in the community earning minimum wage or better. Our SEP was an active member in their partnership with Abilities First, but this year have bridged with Hamilton Haldimand Norfolk Brant and Niagara Region in a new partnership with Ontario Restaurant Hotel and Motel Association (ORHMA). We will continue with our two main events of Bridging the Gap which will take place in October and November in the schools. These two events are necessary to provide information to students, families and professionals in planning for the future. The Supported Employment Program networks with other service providers on an ongoing basis in order to keep up with changes and events. We take pride in working together with people, community, employers, families, and professionals to ensure a quality fit for competitive employment. The program assists people to develop a work ethic through our pre-employment training. We assist people to develop their skills, write resumes and teach people how to be successful in interviews. Once a person is employed, we provide job coaching and assistance to learn the job and be a part of the team. We build a relationship with the employer and continue to monitor progress.



## FRIENDS FOREVER

*A Poem Written by Kirk Bartosek - June 17, 2009*

**"A good friend is someone who:**

**Trusts you**  
(and doesn't just disappear from your life)  
**Talks to you,**  
(even without words)  
**Listens to you**  
(even when you don't make sense)  
**Laughs with you**

**Walks with you**  
(even if you have nowhere to go)  
**Plays with you**  
(and it doesn't matter what the game is)  
**And doesn't ever,**  
Ever,  
Ever,  
Lie,  
cheat or steal from you."



# *In Memoriam*



*Robert Harrison*

*January 7, 1941*

*To*

*December 26, 2009*

*Robert had a wonderfully positive attitude . He lived his life to the fullest, and is sadly missed.*



*Shawn Guylee*

*December 28, 1952*

*To*

*January 9, 2010*

*His passions in life were his faith, writing poetry, travelling, singing, work, friends, and family.*



*Ann Marie Marco*

*October 1, 1968*

*To*

*March 5, 2010*

*She was an avid fan of the Blue Jays and looked forward to travelling to Florida every year to see the Blue Jays play during spring training.*



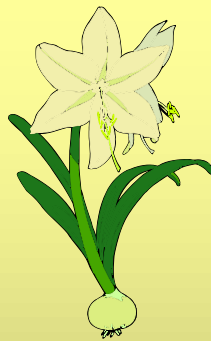
*Susan Kovach*

*December 15, 1952*

*To*

*March 19, 2010*

*Susan was an enthusiastic employee as well as a good friend to many at the Dunn.*



*We fondly remember  
additional family, friends,  
staff, and family of staff  
who have passed and  
dedicate this Annual  
Report to their memory.*



*John Morgan*

*February 6, 1943*

*To*

*April 15, 2010*

*"A cowboy at heart, a humorous soul, a friend to many.  
He will be missed."*



## **MISSION STATEMENT**

**Community Living Brant is committed to providing supports and services to meet the diverse developmental needs of people within the community.**

## **VISION STATEMENT**

**Community Living Brant envisions a welcoming, inclusive community where all are encouraged to reach their full potential.**

## **GUIDING PRINCIPLES**

**Dignity And Full Citizenship  
Inclusion and Community Engagement  
Partnerships and Collaboration  
Leadership and Excellence  
Integrity and Accountability**

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