

## SSD Council Agenda

**Date: April 21, 2015**

**Call to Order:** Patrick at 5:07pm

**Acknowledgement of Territories:** Patrick acknowledged the territories

**Adoption of the Agenda:** moved by Patrick, seconded by Heather, carried

**Approval of Minutes:** moved by Patrick, seconded by Heather, carried

### **Staff Reports:**

#### Office Coordinator:

The Office Coordinator has been responsible for the overall administration of the office; including ensuring that there is coverage for office hours; staff and volunteer supervision; organization and planning support groups; maintaining Basecamp as well as internal/external correspondence. Preliminary discussions have started with UVic Pride to start a new Support Group in the fall. All other groups are expected to continue to run throughout the summer months (Mental Health Conditions, ADHD/Learning Disabilities and Women's Health and Disability).

The Office Coordinator has been providing ongoing orientation, training and support to the Education and Administration Coordinator as well as volunteers and new Board Members. Tasks have been delegated on Basecamp and discussions on various projects have emerged to compliment these projects. Facebook and Twitter accounts are updated regularly by volunteers; with content reviewed by the Coordinator.

The Office Coordinator has continued to organize, coordinate and facilitate all SSD support groups. She is now in the process of organizing/planning Summer Socials (e.g. movie nights and outdoor activities). A poster has been developed by the work/study student which will be used to launch the series of summer events. Through the course of the summer break, the Coordinator will work with the new Education and Administration Coordinator of the Transitions Program; plan and organize Summer Socials; continue the SSD Support Groups and provide ongoing orientation, training and support to volunteers and staff.

#### Education & Administration Coordinator

The Education & Administration Coordinator has been responsible for the day to day administrative duties at SSD and is continuing to learn and being trained by SSD members on the functions, work and goals of SSD. Her primary work commitment is to take the lead on developing and implementing the Transitions Program (TP) with the SSD Board, SSD members and community members. One of her key responsibilities and priorities is to find a university Department to house the TP course for the academic year of 2016-2017. Presently, she is conducting the first phase of project management for the TP which is information gathering and conducting research, such as compiling a database of possible partnerships and collaborations for the TP. She is also conducting research on disability centres on university campuses across Canada to see if these centres have anything paralleling the TP. She is also in the midst of

creating a backgrounder/proposal/report to provide information on the Transitions Program which is highly important when networking and meeting with stakeholders; and this backgrounder can also be used for funding requests for grants. She is also working on a timeline for the TP with tasks to be completed as well as tentative dates. In the next couple of months, she will be organizing a TP Working Group Committee as well as Sub-Committees.

Earlier this month, she conducted a meeting with Kay (VDRC volunteer/member) who approached SSD to seek collaboration on: 1) Art Show for December 3, 2015 – Day of Disability; 2) Fashion Show fundraiser for persons with disabilities (with Pacific Academy); and 3) request for SSD volunteers to assist in social media aspects for the Fashion Show. She asked Kay about the relationship between VDRC and SSD and was informed that there really was not a working relationship between the two organizations thereby recognizing the need to create a community bridge between both organizations. Kay agreed and suggested that the VDRC Board and SSD Board meet informally and have a brainstorming session of how they can collaborate and work together – great idea! Kay would also like to come to one of our upcoming SSD Council meetings to talk about her collaboration ideas with us.

The Education & Administration Coordinator also met with PRIDE members Tribesty and Orillia, a few weeks ago, to engage in discussions about a possible partnership between PRIDE and SSD in creating a peer support group on disability and sexual health issues for the upcoming academic fall semester. The Office Coordinator of SSD initially approached PRIDE to consider this possible partnership (similar to SSD and WC “Women’s Health & Disability” support group).

She also met with Kirsten from Judicial Affairs who approached SSD to talk about the Sexualized Violence Awareness Week (collaborative event organized by Judicial Affairs, Anti-Violence Project and UVSS) that takes place every September and to request if anyone from SSD would like to sit on the recently created Sexualized Violence Implementation Committee for this event. She will be attending the first meeting for the Implementation Committee on Thursday, April 23 from 12:00-1:30 on behalf of SSD and if anyone from SSD would also like to attend as well, then please let her know.

The Education & Administration Coordinator has also been active in the organizing of the Women’s Health and Wellness Retreat on Salt Spring Island as part of the Women’s Health and Disability peer support group. She has arranged for her friend, Jana Roerick, who is a chef/baker and owns Jana’s Bake Shop on Salt Spring to teach us how to cook a healthy meal at this Retreat. She is also arranging through her friend, Jackie Stibbards, possible accommodation for all of the women attending this Retreat. By mid-May, she is hoping to secure accommodation prospects. The Retreat will be held in June or July.

She also attended the UVSS Advocacy Group meeting last week on behalf of SSD where each Advocacy group provided updates and discussed a myriad of issues, such as who is the SSD representative for the UVSS Board and SSD representative for the Advocacy Committee. These meetings provide a great platform to learn how the five Advocacy Groups can work together in solidarity, with solidarity.

*(During this report, the position of UVSS Representative and the question of SSD representation on the Advocacy Council were discussed. The question of whether Heather needs to be ratified was brought up. The UVSS disability policy as it applies to accessibility of Advocacy Council meetings was discussed.)*

### **Motions:**

-BIRT that \$1000 is allocated towards the cost of a Stand Up for Mental Health event; if one is held at UVic in fall 2015.

Moved by Patrick, seconded by Heather, carried.

### **Discussions:**

-Opening hours in summer

It was agreed that office hours need to be consistent and posted publicly. Pending further discussion about availability, it was suggested that the Office Coordinator will work Monday, Tuesday, and Wednesday in late afternoon while the Education & Administration Coordinator works Monday, Tuesday, Wednesday, and Thursday in early afternoon. This would allow both Coordinators time to focus on projects. SSD Council members volunteered to be available in late afternoon on Thursdays.

-Community activities in summer (movie nights and outdoor events)

It was agreed that movies must be subtitled. Different schedules for activities were discussed.

-Check News: Special Olympics Speaker's Bureau-Fall event?

-VDRC campaigns

SSD Council members are invited to contact the Education and Administration Coordinator to arrange a meeting with VDRC.

-SSD office decoration

Tabled

-Queer empowerment video project & disability

Council members were notified about this project.

-Authors with Autism brochures

-BIRT the SSD pays \$166 for Authors with Autism brochures.

Moved by Ravi, seconded by Sumbal, carried. Patrick, Joseph, and Heather notified Council members of a conflict of interest and abstained from voting.

-UVSS Board Retreat – Call out for attendance of SSD Representatives

Heather will attend as UVSS Rep.

### **Notice of Motions:**

**Adjournment:** Patrick at 6:06pm