



[www.alberta-pcap.ca](http://www.alberta-pcap.ca)

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## 2017-18 ANNUAL REPORT

### Year 10 Evaluation

Over the past year, the Alberta PCAP Council has been working with PolicyWise for Children and Families to conduct our Year 10 Evaluation of PCAP and PCAP programs. The report was provided to the CMC, and their evaluator used other projects to develop a summary report, which is still being finalized and approved. As part of the data collection, several people were interviewed to create a History of PCAP Council document as well as an updated PCAP timeline.

The data reported was approved through the Data Oversight Committee and the PCAP Council. The final report and executive summary was sent out to PCAP Supervisors and Network Coordinators and is available on the Members' Section of the PCAP website.

### Council and Committees

The Alberta PCAP Council meets bimonthly to discuss matters important to the maintenance and continuation of PCAP and PCAP programs across the province. They met in 2017– May 8, August 28, October 16, December 11 and in 2018– February 12, April 9, and June 11.

Alberta PCAP Committees include the Training Team, Training Committee, HR Committee, Finance Committee, Events Committee and Data Oversight Committee, which met at various times as needed.

### Training

During the past year, PCAP delivered essential trainings to supervisors and mentors, including:

- \* An Addiction Severity Index (ASI) Training in Edmonton with 6 participants on June 28-29, 2017
- \* Two PCAP Core Trainings in Edmonton, with 18 participants on May 17-19, 2017, and 13 participants on October 2-4, 2017
- \* A PCAP Core Training in Richmond BC with 15 participants on February 28-March 2, 2018

In addition to these annual mandated trainings, a revamped Refresher Training is in progress. The online refresher training will allow mentors to take the course at their own pace, 12-18 months after they complete the PCAP Core Training. This training will be accompanied by on-site Refresher Trainings tailored to the group.

Two new PCAP Core Trainers were hired: Welcome to the training team Tracy Renshaw and Michelle Mazurenko!

### Membership Site

A new Members Website has been developed to make purchasing and renewing PCAP annual memberships easy. It includes the usual relevant member resources and will add online-payment capabilities, and automatic renewal reminders.

## Learning Events

June 20, 2017: Alana Peters hosted an interactive workshop *Intro to Coaching*, which taught coaching and leadership skills at the 2017 Annual General Meeting.

March 5, 2018: Supervisors met for an all-day gathering in Edmonton, AB. Michelle Devlin presented *Working in a Multigenerational Workplace*. Supervisors discussed topics including transfer procedures and forms, and the ASI.

February 21-March 12, 2018: PCAP programs were provided a subsidy to plan and host their own individualized Mini-Mentor Days. 18 total programs with 67 total attendees participated in 7 events across the province. Training topics included: Trauma informed care, Harm reduction, Substance Use, as well as program sharing and addressing common PCAP challenges.

## Communications

The Council administrator developed and distributed three quarterly newsletters to the PCAP community on July 6, October 11, and December 22, 2017. The newsletters highlighted programs in sections such as PCAP Around the Province and Sharing Success of PCAP, in addition to FASD Awareness Day recaps, and useful information to the community. A mail-out was also distributed at the beginning of each month with information of relevant opportunities.

On June 22, 2017, PCAP trainers Tracey Knowlton and Tammi Crowley presented "PCAP 101 for Supervisors" for the FASD Learning Series, which can be found on the CSS Learning Series Website.

On October 27, 2017 Tammi Crowley and Achayo Olaka presented for PCAP Council at the Alberta FASD Conference in October 2017 with the presentation "No Average Success." Dr. Badry presented "Intersecting qualitative and quantitative methods to highlight the PCAP experience" with the Women's Quilt at the Issues of Substances Conference in November 2017.

## Supervisors Teleconference

The Supervisors teleconference continued on every third Tuesday of the month. Those who call in are able to ask questions, share concerns, and celebrate successes in a safe environment.

## Data and Penelope

Data Oversight Committee has released an updated Transfer Form and guidelines, and a Waitlist Prioritization Guide to assist programs when handling transferred clients, as well as an Intake Form to be paired with the 0-month biannual.

## Current PCAP Council Directors and Staff

- Chair:** Jailin Bertolin, Program Supervisor, Hinton Friendship Centre/ Healthy Families Healthy Futures
- Vice-Chair:** Stacey Olstad, Program Director Family Services, Camrose Association for Community Living
- Secretary:** Bev Towe, Mothers-to-Be Mentor, Lakeland Centre for FASD
- Treasurer:** Ashley Baxter, Manager, FASD Programs, Bissell Centre
- Director:** Anita Anderson, FASD Network Coordinator, Metis Settlements General Council
- Director:** Evelyn Okoh, Mentor, North East Alberta FASD Network
- Director:** Pam van Vugt, PCAP Programs Supervisor, McMan Calgary
- Director:** Tammi Crowley, Program Supervisor, Catholic Social Services
- Director:** Wanda Beland, Executive Director, Northwest Regional FASD Society
- Banker:** Brandy Berry, Executive Director, Healthy Families Healthy Futures
- Staff:** Kristin Bonot, Provincial Coordinator
- Staff:** Keith Covey, Quality Assurance Analyst
- Staff:** Laudine Herzog, Administrator