

# 2019-20 ANNUAL REPORT

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## PCAP Council and Committees

The Alberta PCAP Council started as a subcommittee and evolved to provide program-specific and overarching support for PCAP programs. The Council assists programs to adhere to a research-based, validated model to promote program fidelity and quality assurance. The Council also provides trainings, facilitates data collection and reports, presents at learning and networking events, and supports PCAP programs in any way needed.

The Alberta PCAP Council meets bimonthly to discuss matters important to the governance and continuation of PCAP programs across the province. They met on April 8, June 10, August 12, October 7, December 9, 2019, and February 10, 2020.

The Alberta PCAP Council Committees include the: Training Team, Training Committee, Events Committee, Human Resources and Personnel Committee, Finance Committee, and Data Oversight Committee

## Updated Vision and Mission Statements

The following statements were updated by the Alberta PCAP Council and accepted by the membership at the 2019 AGM.

**Vision:** We envision a province where individuals who use alcohol and/or drugs are supported in their communities to have healthy pregnancies and healthy families.

**Mission:** The Alberta PCAP Council will support programs to operate throughout the province in an educated, culturally responsive and trauma-informed manner that is consistent with the Alberta PCAP model.

## PCAP Council Strategic Planning Session

The Alberta PCAP Council participated in an all day facilitated Strategic Planning session on December 9, 2019 led by Alberta Community Development. Directors reviewed the PCAP Council's values, objectives, and overarching goals moving forward in an effort for the Council to best align with the vision of APCAP in the province and support agencies in their delivery of the PCAP program. The primary focus for goals included developing and expanding training and improving and facilitating communication practices.



December 2019 Council Meeting

**"We believe the act of relationship is foundational for all human interactions."** -PCAP Council Value Statement

## Learning Events: PCAP Days 2019

The Alberta PCAP Council hosted the first ever PCAP Days, a combined event for both PCAP supervisors, frontline staff, and other community members, at the Fantasyland Hotel in Edmonton, AB, from June 18-19, 2019. 64 PCAP staff and community members participated in speaker sessions, the PCAP Council's Annual General Meeting, and networking sessions for both supervisors and mentors.

Guest speaker Bonnie-Lee Randall, BSW, RSW presented on the Adverse Childhood Experiences (ACE) questionnaire and the difference that low or high ACE scores may have on an individual from childhood to adulthood. Bonnie-Lee also described stress responses that are present in individuals with higher ACE scores. She informed attendees about the various methods to assist those individuals and build resiliency as a service provider by changing the environment to help the individual grow.

Dr. Wayne Hammond joined the group in the afternoon to present on strengths-based approaches to helping others flourish. Dr. Hammond explained the neural responses to positive experiences and how to create change with experiences rather than rationale. This presentation covered the importance of patience, language choice, and a relational model to help build self-efficacy and guide individuals towards success-whatever that may be for them.



*Bonnie-Lee Randall presenting on the ACEs questionnaire*



*Dr. Hammond presenting on Strength Based Approaches*

The next morning attendees were joined by Meighan Achtemichuk for a discussion on the ARCH program in Edmonton. She presented on the functions and benefits of safe consumption sites in the province, and went over substance use considerations during pregnancy. She shared technical skills and resources, as well as practical knowledge applicable to those working frontline with PCAP participants.



*PCAP Mentors sign painting activity*

In the afternoon, mentors and supervisors attended break out sessions by role. Supervisors gathered for their annual meeting and discussed the changes to the PCAP intake process and had roundtable discussion relevant to the work they do. Mentors had an opportunity to participate in a crafting activity, painting wooden signs for their homes, or compete in a West Edmonton Mall scavenger hunt.

**"I think it is critical that we continue to build on the ability of our participants to flourish."**

*-PCAP Mentor*

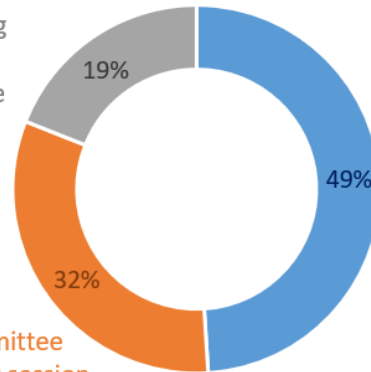
## Summary of PCAP Council Expenses

### Outcomes Measurements

Data base hosting  
Data resources  
Quality assurance  
Reporting

### Operations

Council and Committee  
Strategic Planning session  
Supervisors Teleconference  
Communications



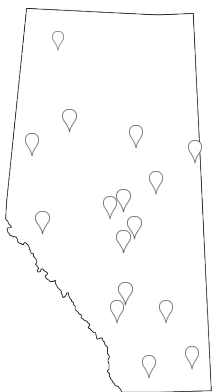
### Program Supports

Core Trainings  
Online Refresher Training  
PCAP Days  
Training supplies  
Executive oversight

*\*View the 2019-20 Year End Financial Statements for a more detailed breakdown.*

## Core and Online Refresher Trainings

During the past year, the Alberta PCAP Council delivered the essential 3-Day PCAP Core Training to 95 PCAP supervisors and mentors from across the province, in:



- Edmonton from May 15-19, 2019 with 22 participants
- High Level from August 21-23, 2019 with 12 participants
- Calgary from October 9-11, 2019 with 17 participants
- Enoch from January 28-20, 2020 with 27 participants
- St. Albert from February 11-13, 2020 with 17 participants

An Online Refresher Training was also completed by 4 participants who had previously taken the in person 3-Day Core Training to complete their PCAP Refresher requirements through user friendly, cost-effective online modules.

The Alberta PCAP Council hosted 3 additional trainings this year to meet higher demand and had the pleasure of working with the NWC FASD Network and Enoch Cree Nation to host site specific trainings.

Alberta PCAP Council staff have been developing Supervisor and online Biannual trainings.

**“I now have a new perspective and goal to help out women in our community.”** - Core attendee

## Communications

The Council Administrator distributed four quarterly newsletters to the Alberta PCAP community in April, July, October, 2019 and January 2020. The newsletters featured sections such as PCAP Around the Province, Supervisor interviews for PCAP programs' 20-year anniversaries, and useful information to the community. A monthly mail-out was also distributed with information of relevant opportunities and resources

**“One of the most important things is the ability to truly connect and make people feel valued and make the women feel important.”**

*Tammi Crowley, October 2019 newsletter*

The Alberta PCAP Council's Provincial Coordinator participated in a portion of the September 11-13th, 2019 FASD-CMC 2020-23 Strategic Planning session, attended the Canadian FASD Research Network Board's meet and greet, and presented a PCAP Council update at the October 2019 Network Coordinator's meeting.

An Alberta PCAP brochure (available on the website) was created for use by programs to help inform on the PCAP Council, model, and key program elements using the consistent language of the provincial PCAP model.

The PCAP Supervisors teleconference continued to take place on the second Tuesday of the month to provide peer and professional support. Those who call in are able to ask questions, share concerns, and celebrate successes in a safe environment

## Penelope Data Collection and Reporting

The Data Oversight Committee (DOC) considers matters surrounding data collection and access to the data. They provide oversight to all matters related to the Penelope Database, and provide recommendations on the data collection forms and related procedures in the Alberta PCAP model.

The DOC worked on the following projects: Updating the PCAP transfer form guidelines, reviewing the Pregnancy outcome form (previously ASI-B), and FASD-CMC specific outcomes reporting.



The DOC provided data to the Centre of Addictions and Mental Health on FASD indicators and medical conditions collected by the ASI and biannual forms.

The DOC conducted a voluntary survey of PCAP programs to gather information priority reporting requirements to assist in streamlining site-specific outcomes reports.

The QA engaged with Athena Software (Penelope provider) for an extended session to review current Penelope workflow and come up with possible strategies to increase its functionality and accessibility.

The Alberta PCAP Council contracted PolicyWise for Children and Families to review data maintenance and reporting functionality in Penelope. This collaboration allowed the existing data to be thoroughly checked and transformed, and missing information to be imputed to support easier report development in the future.

Two forms were renamed within Penelope to better reflect their intended purposes: the 00-month biannual became the Baseline Biannual and the ASI Part B became the Pregnancy Outcomes Form

Over 200 new PCAP clients were entered into the Penelope Outcomes Tracking database and three new sites who received training and support as needed, were added.

### A Special Thank-You

To Jailin Bertolin, Board Chair, who has moved on to pursue other exciting opportunities.

To Benita Smit for her role as interim Provincial Coordinator this past year.

To Keith Covey, Quality Assurance Analyst, who has retired from the Alberta PCAP Council.

To the 21 PCAP programs who made up our 2019-20 PCAP membership, AGM voting body, and contributed to our operations for the year.

To our PCAP Trainers: Alaina Thursby, Debbie Collins, Michelle Mazurenko, Pam van Vugt, Tracey Knowlton and Tracy Renshaw.

To the FASD-CMC for the funding to be able to support PCAP programs.

**And to all the PCAP programs for the work you do in your communities!**

### Current Alberta PCAP Council Directors and Staff

**Interim Chair** Stacey Olstad, Program Director Family Services,  
**and Vice Chair** Camrose Association for Community Living

**Secretary** Bev Towe, Mothers-to-Be Mentor, Lakeland Center for FASD

**Treasurer** Ashley Baxter, Director, Community Programs and Services, Bissell Centre

**Director** Anita Anderson, FASD Network Coordinator, Métis Settlements General Council

**Director** Pam van Vugt, Community member

**Director** Tammi Crowley, Program Supervisor, Catholic Social Services

**Director** Vanessa Caplette, Community member

**Director** Wanda Beland, Executive Director, NWR FASD Society

**Banker** Brandy Berry, Executive Director, Healthy Families Healthy Futures

**Staff** Kristin Bonot, Provincial Coordinator

**Staff** Robert Jagodzinski, Quality Assurance Analyst

**Staff** Laudine Herzog, Administrative Assistant