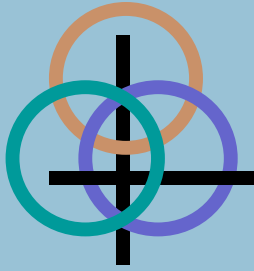


Child and Family Counselling Association (CAFCA)

CAFCA Colander

“Colander - A device that separates meal from the extraneous”



JANUARY 2011

Our Board of Directors:

Andrew Morgan, President
April Agate, Vice President
Harry Brown, Treasurer
Kira Reynolds, Secretary
Marc Storms
Minnie Clark
Bob Nye
Rachel Phillips
Ben Temple
Caroline Moore
Beth Leghorn, Staff Rep

On the Ball

(Executive Director):

Brian Hill

Money Minder:

Daniel Moses

Financial Wizard:

Libbi Smith

The Real Boss:

Elaine van Niekerk

Sweet Treat:

Madeline Duke

The Newbie:

Jessica Vivian

Union Stewards:

Gerry Karagianis
Elaine Vincent
David Fulkco



Happy New Year!

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Board Committee Meetings

Jan 17	5:00 to 7:00 pm	Combined Executive Finance / Board Meeting
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Autism, CYSN & Casual Staff Training

<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Training & Peer Supervision</u>
Jan 11	6:30 - 8:30pm	Community Living Victoria 3861 Cedar Hill Cross Rd	Peer Supervision Service Intervention
Jan 27	6:30 - 8:30pm	South Island Dispute Resolution Centre 102-2220 Sooke Road	Peer Supervision Service Intervention

Team Meetings

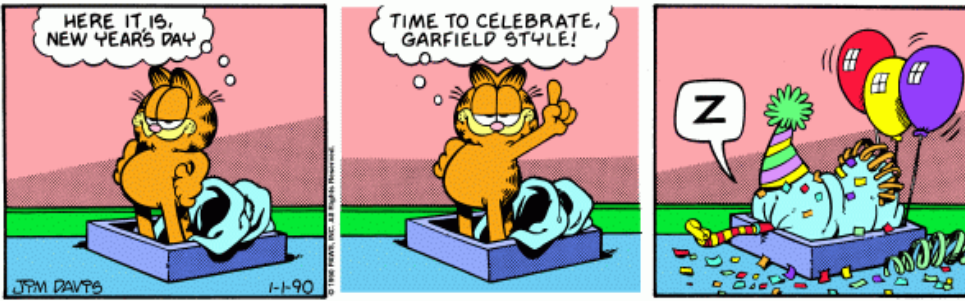
Weekly team meetings are as follows:

Thursdays	9:30am - 11:30am	Youth Services
Thursdays	1:00pm - 3:00pm	Child Protection



Upcoming Training and Event Schedule

Date	Time	Location	Training/Event
To be Announced			



Message from the Executive Director

By Brian Hill

Welcome to 2011! Happy New Year! I would like to take this opportunity to wish you and yours all the best for the coming year.

Looking back, 2010 was full of uncertainty around MCFD contracts. While we are waiting to hear on one more MCFD contract proposal, most of the uncertainty and hard work of proposal writing and change is behind us. 2010 was also a challenging year for many of CAFCA's community partners touched by changes in MCFD contracts and reductions in funding from other sources. And with the effects of the recession still hitting and changes in services available, it was a tough year for many children, youth and families in the Capital Region. I sincerely hope that in 2011, we will come together to better plan service continuums and identify where more support is needed for the people we work with. We are all too aware of the costs in human dignity and social and economic development if we do not respond to the needs and strengths of children, youth and families. More than ever, we need to work smart and mobilize our communities in support of our most precious human resources.

New CAFCA Staff Board Representative Needed

There is an opening for a new Staff Representative (Staff Rep) on the Board of Directors. Staff Reps are required to attend a board meeting every second month and participate on one of the board's subcommittees.

The purpose of the Staff Rep is to ensure that the board is privy to input from staff doing work directly with people the agency serves. Staff representatives on the board participate as any other board member in the activities of the board. Potential conflict of interest will be addressed through the procedures outlined in CAFCA's Conflict of Interest policy. Topics that would involve conflict of interest for staff representatives on the board include, but are not limited to, staff remuneration and confidential personnel issues.

If you are interested in the position please contact administration or Brian Hill.

Happy Birthday!!



It's a new month, which means more CAFCA employee and board member birthdays. Please wish them a happy birthday on their special day.

January 13
Dan Moses

**CAFCA
welcomes
Linda Broda
to our Autism
Services
Team!**

Submissions for the
February 2011 Newsletter
must be in by
January 14, 2011

Submissions can be faxed or
emailed to

administration@cafca.ca
250-595-7318

Please phone 250-595-4423
for further information.

Your Health and Safety Committee Members

Union Reps	Employer Reps
Elaine Vincent	Elaine van Niekerk
Gerry Karagianis	Brian Hill

Alternate
David Fulkco

Autism Service Program Update

By Madeline Duke

Update: On behalf of CAFCA I hope all of you enjoyed the seasonal break from the regular routine. We have been busy recruiting staff and are hiring skilled employees to add to our professional team for our Autism Program. PLEASE NOTE: We are continuing to recruit for the coming year. If you know of anyone or have interest, please have them contact me at madeline@cafca.ca

Winter Social Groups: Winter Social groups began on January 4th and will run for 10 weeks. These groups offer youth between ages 10-18 an opportunity to interact and socialize with trained Autism Interventionists at least once a week. Continuing clients are the testimony to the positive aspects of these social groups.

Resources: There will be an upcoming Autism Resource Fair for parents and professionals. This will be hosted by The Victoria Society for Children with Autism. The goal of this event is to bring autism related services together in one place so that parents can meet and learn one on one what various agencies have to offer their child.

Event Details: *Held at Ambrosia Event Centre
638 Fisgard St
Saturday, March 5, 2011
10-4pm*

The BC Down Syndrome Centre Society is offering a series of short videos using a You Tube format on "Neurodevelopment and the Hidden Genius", with Linda Kane and Sylvia Funk, ICAN Certified Neurodevelopmentalists. The link for this resource is: <http://bcdsc.org/neurodevelopment.html>

Wishing you all a healthy, productive and fulfilling 2011

Social Group Staff Substitution

Whilst acknowledging staff considerations, client's well-being must be paramount, when considering a substitution.

If staff members require substitution for 20% or more of group sessions they should reconsider applying for the role.

Procedure:

1. Staff members must notify the Program Coordinator or Executive Director of any need to sub out of any group session **as soon as they know** of any sessions they are unavailable for. This is **especially** important in case of accident or emergency where proximity to the session is limited.
2. Staff members should have a valid reason for requesting a substitution. The request must be approved before confirming a staff absence.
3. Staff members are responsible for finding a substitution staff member and, if approved by the Program Coordinator or Executive Director, are required to supply them with a copy of the client hot sheets (including Emergency Response Plans) prior to the session(s). The Program Coordinator or Executive Director will approve the substitution's suitability as a component of approving any absence.



Welcome Back Elaine!

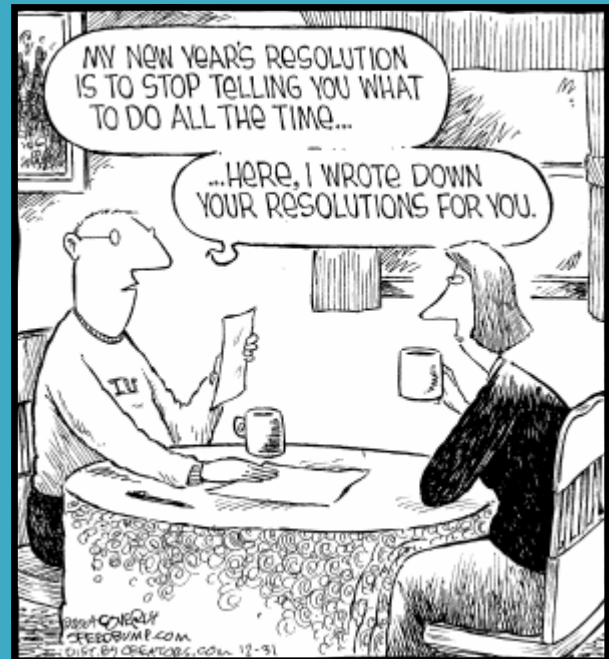


After 5 very long weeks away our trusted office manager has returned from a vacation that included South Africa, Paris, Zurich, Barcelona, Sicily, Malta and Greece and a near-capsizing of the ship off the coast of Egypt! We are so happy that she had a good, but adventurous, trip and that she has returned safe and sound!

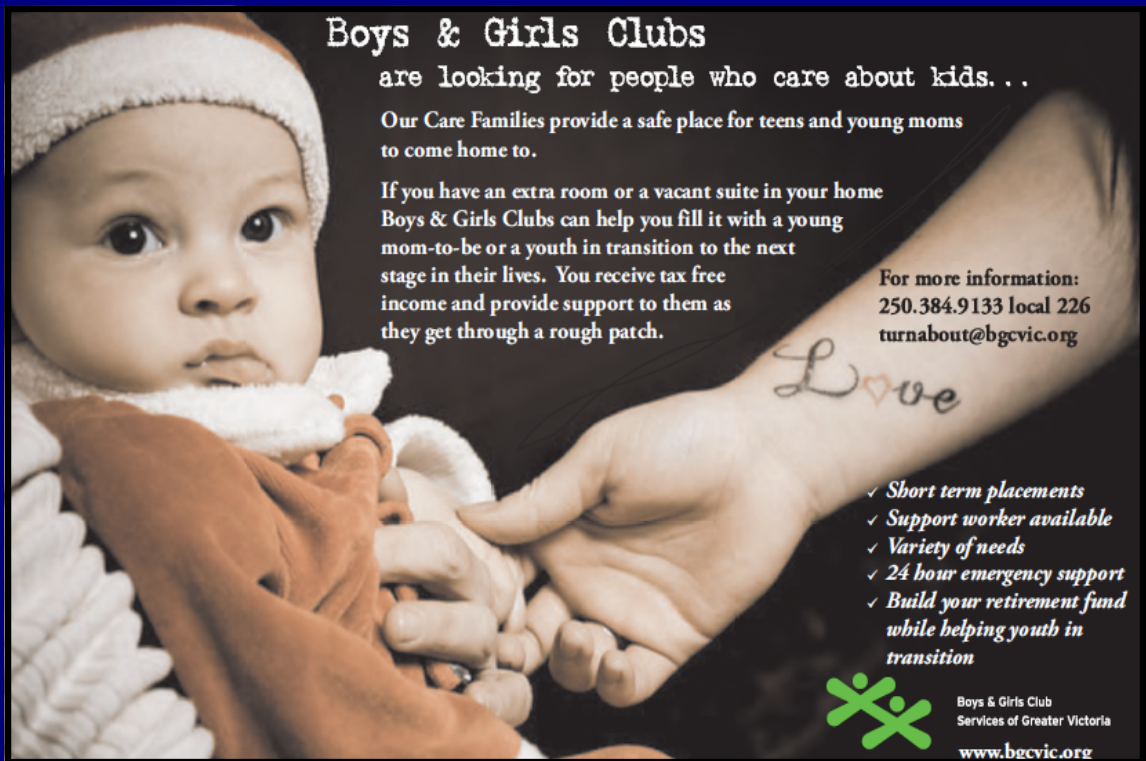


Mark Your Calendars! 2011 Statutory Holidays

New Year's Day	Saturday, January 1
Good Friday	Friday, April 22
Easter Monday	Monday, April 25
Victoria Day	Monday, May 23
Canada Day	Friday, July 1
B.C. Day	Monday, August 1
Labour Day	Monday, September 5
Thanksgiving Day	Monday, October 10
Remembrance Day	Friday, November 11
Christmas Day	Sunday, December 25
Boxing Day	Monday, December 26



A huge thank you to Rosemary Kinley for hosting our Staff Christmas Potluck and helping to make it such a success. Great food and music made for a great evening!




Boys & Girls Clubs
are looking for people who care about kids...

Our Care Families provide a safe place for teens and young moms to come home to.

If you have an extra room or a vacant suite in your home Boys & Girls Clubs can help you fill it with a young mom-to-be or a youth in transition to the next stage in their lives. You receive tax free income and provide support to them as they get through a rough patch.

For more information:
250.384.9133 local 226
turnabout@bgcvc.org

- ✓ Short term placements
- ✓ Support worker available
- ✓ Variety of needs
- ✓ 24 hour emergency support
- ✓ Build your retirement fund while helping youth in transition

 Boys & Girls Club
Services of Greater Victoria
www.bgcvc.org

Municipal Pension Plan Seminars

The Municipal Pension Plan continues to offer its free pension information seminars to plan members. Registration is now open for seminars taking place from January to the end of March.

Depending on where plan members are in their career, they can choose from two different seminars:

- **Your Pension, Your Future** (1 ½ hours), for new and mid-career plan members.
- **Thinking About Retiring** (2 hours), for members within five years of retirement.

All plan members, including those receiving long-term disability benefits, are welcome to attend.

Members can learn more about these seminars, view the most current schedules and register online (or manually) by visiting mpp.pensionsbc.ca. Under Resources, click on 'Pension Information Seminars'.

Pension information seminars run through the end of June - check the website often for schedule updates.

Expenses

To all CAFCA Staff:

Please remember to submit your expenses for each pay period with your bi-weekly timesheets (not monthly).

If you have any questions, please contact Dan, Libbi or Jessica.





"EMPOWERING FAMILIES" Parents' Group

Discovery Youth & Family Services offers an eight-week group for parents and caregivers of teens. Empowering Families provides opportunities to learn more skills, increase understanding, and to move from a focus of "what's going wrong" to "what's going well" in parents' relationships with their teens.

Some Topics Include:

- Strengthening Relationships
- Understanding Adolescent Brain Development & Tasks
- Communication Skills
- Info on Substance Use
- Boundary Setting

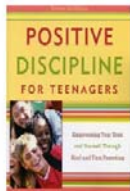
FOR MORE INFORMATION
OR TO FIND OUT ABOUT
THE NEXT SESSION,
PLEASE CONTACT
DISCOVERY YOUTH & FAMILY
SERVICES
250-519-5313 AND PRESS "0"

Where?

Esquimalt Health Unit
530 Fraser Street- 2nd Floor
Free Parking @ Esquimalt Rec Centre

When?

Monday Evenings
Start: Monday February 7-March 28
Time: 6pm-8pm



Registration is free, however, we ask that parents purchase or bring a copy of the book, 'Positive Discipline for Teenagers'. (\$12. copies available from group facilitators)

Update on a CAFCA Alumni



Congratulations Mariko for graduating from the Aveda Institute! Mariko is now part of the team at Nurture Thyself Day Spa.

Nurture Thyself Day Spa
774 Hutchinson Avenue
(250) 384-7778
www.nurturethyselfdayspa.ca

Life After High School? Transitions for Students with Special Needs

School District #63 and its secondary schools are hosting an information session that will highlight the varied opportunities and assistance available for students after high school.

Presenting organizations assist students with post secondary academic support, assisted living, day programs, employment, and transition to employment. Students who are experiencing successful transitions from high school will also be presenting.

When: Thursday, January 20th, 2011 @ 6:30-8:30 pm

Where: District Resource Center, 6843 Central Sannich Rd.

Who: Parents of Grade 10-12 students with special needs. Grade 10-12 South Island students with IST/LA support.

RSVP by January 18th to:
Vesna Barone
vbarone@sides.ca



CAFCA Timesheet Schedule

FOR ALL SERVICES

** Note: Client Logs are only due for Autism Services

AUTISM SERVICES ONLY

FOR ALL

Payroll Number	Timesheet and Client Log due dates	Pay Period Covers (Including km's and Expenses)	Quarterly Report due date	Dates covered by Quarterly report	Payday
2011					
1	7 Jan	27 Dec - 9 Jan			13 Jan
2	21 Jan	10 Jan - 23 Jan	7 Jan	1 Oct - 31 Dec	27 Jan
3	4 Feb	24 Jan - 6 Feb			10 Feb
4	18 Feb	7 Feb - 20 Feb			24 Feb
5	4 Mar	21 Feb - 6 Mar			10 Mar
6	18 Mar	7 Mar - 20 Mar			24 Mar
7	1 Apr	21 Mar - 3 Apr			7 Apr

Greater Victoria Child and Family Counselling Association (CAFCA)

Suite 5 - 230 Menzies St
 Victoria, BC V8V 2G7
 Phone: 250-595-4423
 Fax: 250-595-7318
 Email: mail@cafca.ca
 Website: www.cafca.ca



Accredited by
 the Council on
 Accreditation

Donations Accepted

If you would like to make a tax-deductible donation, please complete the section below. Mail your completed form with your donation to:

Child and Family Counselling Association
 Suite 5-230 Menzies Street
 Victoria, BC V8V 2G7

Name: _____

Address: _____

Phone: _____

Fax: _____

Email address: _____

Enclosed donation amount: \$ _____

Want to Become a Member of CAFCA?

If you would like to become a member of CAFCA, please complete the section below, mail it to CAFCA and we will send you a membership application to complete. The membership fee is \$5 per year.

Mail to:

Child and Family Counselling Association
 Suite 5-230 Menzies Street
 Victoria, BC V8V 2G7

Name: _____

Address: _____

Phone: _____

Fax: _____

Email address: _____