



BUSINESS PLAN

**FOR THE PERIOD OF 2006/ 2007
TO 2008/ 2 009**



**LAKELAND
FETAL ALCOHOL
SPECTRUM DISORDER
SOCIETY**

CONTENTS

Accountability Statement	3
Governance Structure	4
Principals	5
Core Business	6
Challenges and Opportunities	7
Strategic priorities	8
Goals, Strategies and Measures	
Goal 1: Diagnosis	9
Goal 2: Prevention	10
Goal 3: Communication	11
Goal 4: Support	12
Goal 5: Resources	13
Goal 6: Future	14
Contact Information	15

Donna Fries
Chairperson

STATEMENT OF ACCOUNTABILITY

This business Plan outlines activity for a three year period commencing April 2006 and ending March 2009. It was prepared under the direction of the Lakeland FASD Society, with input from families, partners, staff, and funders. The elected Board of Directors under the approved by-laws and governance is therefore accountable to the General Membership of the Society, to the communities served and the funders.

The Lakeland Fetal Alcohol Spectrum Disorder Society Board of Directors stands by the contents of this document and is committed to achieving the outcomes as stated here in.

Lorne Kaban
Chairperson

SOCIETY BOARD MEMBERS:

Lorne Kaban
Chairperson

Sandy Kingdon
Vice-Chairperson

Denise Kowalski
Treasurer

Rhonda Miron
Secretary

Jody Nicholson
Director

Yolanda Maksymyk
Director

Francis Quinney
Director

Dave Phillips
Director

Director

Audrey McFarlane
Executive Director

GOVERNANCE STRUCTURE

The Lakeland Fetal Alcohol Spectrum Disorder Society is a registered non-profit society with the province of Alberta and a recognized Charity in Canada.

The Board of Directors of the Lakeland Fetal Alcohol Spectrum Disorder Society acknowledges the need to adopt a governing style for the Society that recognizes the current evolving structure of the organization. The Board recognizes that the ultimate approach will be one of governance that focuses on strategic leadership more than administrative detail, clear distinction of Board and staff roles, future rather than past or present, and proactively rather than reactivity.

VISION

We envision a region with no new FASD births and where currently affected individuals are well supported.

MISSION

To establish and ensure that accurate information about FASD, and effective prevention, diagnosis and support services are available in the region.

PRINCIPLES

Operating Principles are the parameters through which the organization will achieve its vision and mission consistent with fundamental conviction, values and beliefs.

- ◇ Individuals with Fetal Alcohol Spectrum Disorder, their parents, families and have choices that will be respected and honored as valued members of society and their rights and responsibilities are foremost in all decisions.
- ◇ Individuals with Fetal Alcohol Spectrum Disorder, their parents and families will be treated with respect and dignity.
- ◇ Service delivery priorities will reflect community needs and focus at the entry point on inclusion for all individuals, revising as required.
- ◇ Service providers collaborating with the LCFASD will be knowledgeable about Fetal Alcohol Spectrum Disorder issues and prevention strategies and will use and promote best practices.
- ◇ Our goal of quality service will be achieved through partnerships with community and government agencies as well as the development of best practices.

The LCFASD will plan collectively with all partners for community solutions to service needs with a commitment to transparency and accountability.

FASD

Fetal Alcohol Spectrum Disorder is the umbrella term to represent all of the diagnosis related to prenatal alcohol exposure.

- ◇ Fetal Alcohol Syndrome with Maternal Alcohol Consumption
- ◇ Fetal Alcohol Syndrome without confirmed maternal alcohol consumption
- ◇ Partial Fetal Alcohol Syndrome
- ◇ Alcohol Related Neurodevelopmental Disorder
- ◇ Alcohol Related Neurobehavioral Disorder
- ◇ Alcohol Related Birth Defects

CORE BUSINESS

- ◇ **Prevention and awareness activities**
Developing and delivering prevention campaigns and information.
- ◇ **Mothers-to-be Mentorship Program**
Supporting women who are pregnant and having difficulties with alcohol and drugs to develop healthy live styles.
- ◇ **Information clearinghouse**
Available up to date information on FASD and related issues is kept at the regional offices for distribution.
- ◇ **Education and training**
Training presentations and workshops have been developed to meet the needs of any audience.
- ◇ **Diagnosis for Children and Adults**
Coordination of multi-disciplinary teams have been established to provide individuals diagnosis in their home community.
- ◇ **Supports to individuals and families**
Post diagnosis clinic , individuals and families can access support services to assist with establishing successful community supports
- ◇ **Resource Development**
Meeting the gaps in service and resources with quality and functional products for individuals, families and support services.
- ◇ **FASD Research and Evaluation**
Where appropriate the Centre may be involved in FASD research , the development and evaluation of best practice models for serving individuals with FASD and their families.

VALUES

Treating people with integrity, dignity and respect.

Being open and honest in all dealings with others.

Creating leadership and best practices in the field of FASD

Being accountable.

To close or re-evaluate the purpose of the Centre for FASD in the future when specialized services are no longer needed.

OPPORTUNITIES AND CHALLENGES

It is an exciting time in the field of Fetal Alcohol Spectrum Disorder as communities, governments, and families become aware of the disability and related issues. The Society is seen as a leader in this development and will continue to strive for more community participation and delivery of local services.

- ◇ Developing workable services that other rural communities across Canada can duplicate.
- ◇ Supporting the capacity of communities to develop services to meet the needs of individuals with FASD and their families.
- ◇ To influence government policy directions and funding.
- ◇ To identify and continue to measure the success of the developing programs
- ◇ To know when the community or regional services are willing and ready to deliver the services developed by the society.
- ◇ Maintaining and appreciating the interest and commitment from our community partners.

REGIONAL AREA SERVED

The Lakeland area includes:

Major communities of Smoky Lake, St. Paul, Bonnyville, Cold Lake, and LacLaBiche.

4 Métis Settlements: Kikino, Elizabeth Settlement, Fishing Lake, and Buffalo Lake.

7 First nations Communities: Saddle Lake, Frog Lake, Kehewin, Cold Lake, Goodfish Lake, Beaver Lake, and Heart Lake.

1 Military Base: 4 Wing Cold Lake

25 small towns and hamlets.

STRATEGIC PRIORITIES

- ◇ Supporting and valuing the partnerships developed to operate the FASD Diagnostic Services.
- ◇ Supporting families/individuals to seek diagnosis and support them to advocate for needed community services post diagnosis.
- ◇ Continuing to support communities ready to develop and deliver services.
- ◇ Supporting pregnant women with substance issues to develop healthy lifestyles and have healthy babies.
- ◇ Continuing to provide training opportunities for communities & partners.
- ◇ Providing leadership to other rural communities in Canada in the development of services for individuals with FASD.

GOALS, STRATEGIES AND MEASURES

GOAL 1

Ensuring FASD diagnostic services are available to children and adults in the Lakeland service area.

Strategies

- 1.1 Maintain and appreciate 2 children's multi-disciplinary FASD diagnostic teams in the Lakeland area
- 1.2 Maintain and appreciate 1 adult's multi-disciplinary FASD diagnostic team in the Lakeland area.
- 1.3. Develop a 2nd adult multi-disciplinary FASD diagnostic team in the Lakeland area as needed.
- 1.4 Develop a 3rd children's multi-disciplinary FASD diagnostic team in the Lakeland area as needed.

Performance Measure

- ◇ FASD Diagnostic/Assessment services are available within the Lakeland Service area.
- ◇ Evaluation of all diagnostic/assessment services indicates a 90% rate of satisfaction by families, partners and service agencies.

GOALS, STRATEGIES AND MEASURES

GOAL 2

Developing prevention programs and awareness campaigns in the Lakeland Service area.

Prevention is difficult to measure and reduction of the number of births of FASD is impossible without a baseline measure. Therefore, measurement of knowledge and awareness is more achievable at this time.

Strategies

- 2.1 Maintaining the Mothers-to-be Mentorship program in Cold Lake and expand to the other major sites in the Lakeland.
- 2.2 Participating in International FASD Awareness Day with a variety of activities.
- 2.3. Coordinating Mocktail Mix Off's in December in the Lakeland area.
- 2.4 Providing awareness training to youth or others as requested.
- 2.5 Offer the Mocktail bar as a viable option to an alcoholic bar at major community functions on a cost recovery basis.

Performance Measure

- ◇ Community survey will indicate a high awareness of knowledge of the causes of FASD within the Lakeland area as a result of the many campaigns launched by the LCFASD.
- ◇ Effective delivery of the Mothers to be Mentorship program in the Cold Lake area.
- ◇ Expansion of the Mothers to be program to other communities in the Lakeland through various partnerships and funders.
- ◇

GOALS, STRATEGIES AND MEASURES

GOAL 3

Strong communication about FASD, the Lakeland Centre for FASD, and relevant issues are priority with our partners and communities.

Strategies

- 3.1 Maintain quarterly newsletter from the LCFASD**
- 3.2 Maintain and expand website as an opportunity to share information outside the service area.**
- 3.3 Continue to provide a variety of training opportunities as requested.**
- 3.4 Negotiate publications in a variety of journals, newsletters, newspapers, and magazines about the LCFASD and the best practices developed.**
- 3.5 The LCFASD will explore and take advantage of appropriate research opportunities.**
- 3.6 To create new opportunities to meet and share current information about FASD and the Centre with local/regional/provincial and national partners/funders.**

Performance Measure

- ◇ Service Provider survey will indicate a knowledge about FASD and the best practices in servicing these individuals that is higher than the previous survey.**

GOALS, STRATEGIES AND MEASURES

GOAL 4

Supporting families and individuals with FASD to strengthen community participation and success.

Strategies

- 4.1 The LCFASD will provide short term follow up supports post diagnostic services to assist families in connecting to community resources.
- 4.2 Developing and sharing best practices about FASD and supporting individuals with FASD with families, agencies, governments and community.
- 4.3 Assisting individuals and families to advocate for services when there are identified gaps in service.
- 4.4 Making resources available to families, individuals, and support agencies about FASD, best practice strategies, latest research and related issues.
- 4.5 Coordinate parent gatherings a minimum of twice yearly in the Lakeland area for families to network, develop skills and build bonds.

Performance Measure

- ◇ Families will have a 90% satisfaction with the support services of the LCFASD.
- ◇ LCFASD will explore best practice models to address identified gaps in service.
- ◇ LCFASD will partner with various funders to ensure that services are available.

GOALS, STRATEGIES AND MEASURES

GOAL 5

Developing FASD resources and supports to assist our partners to do the best work possible.

Strategies

- 5.1 Making available resources already developed: Books: Simon Says, Polly Anna the second, Rainy and Red, Employability, and Calming the Storm; Video: Faith like a child (in partnership with Métis Nation of Alberta);
- 5.2 Translate the children's books to be Aboriginal friendly.
- 5.3 Continue to provide annual FASD Diagnostic Team training that is CME approved for physicians in Canada.
- 5.4 Develop and deliver FASD training for College of Social Workers
- 5.5 Develop and deliver FASD training for Alberta Association of Psychologists
- 5.6 Assist the North Central CFSA to implement Social Work practice guidelines in the Lakeland for individuals with FASD.
- 5.7 Assist the Northeast PDD to develop FASD best practices.
- 5.8 Deliver FASD training on a fee for service basis as requested.

Performance Measure

- ◇ Evaluations completed for each training will identify a 90% satisfaction rate.

GOALS, STRATEGIES AND MEASURES

GOAL 6

Encourage community organizations to take over the delivery of FASD services.

The LCFASD wishes to empower organizations to partner and deliver the services we have developed as they are ready.

Strategies

- 6.1 Assist the regional health authority to take over the management and delivery of the FASD diagnostic and assessment services in the Lakeland.
- 6.2 Encourage AADAC to develop or fund Mentorship programs in the Lakeland area for high risk women.
- 6.3 Encourage Community Development or other organizations to develop ongoing supports for adults with FASD
- 6.4 Continue to build partnerships in the Lakeland area and beyond to develop best practices for the communities to deliver.
- 6.5 Advocate for the inclusion model in our community and other communities rather than to develop specialized services to one disability.

Performance Measure

- ◇ Organizations express a desire and readiness to deliver these services.
- ◇ Annual discussions with community leaders, agency boards, medical profession, ministries and others to review these objectives.

It is recognized that this goal may take longer than the next three years but is important to monitor the progression.

GOALS, STRATEGIES AND MEASURES

GOAL 7

Lakeland FASD Society will demonstrate strong leadership and have a well supported staff team.

Strategies

- 6.1 Governance policies and Procedures will be in place and reviewed annually to guide Board of Directors work.
- 6.2 Board Orientation Package will be in place and reviewed annually to assist new Board members.
- 6.3 Employee handbook and orientation will be in place and reviewed annually.
- 6.4 Staff professional development opportunities will be made available as funds allow.
- 6.5 Efforts will be made to show staff that they are appreciated and included in the operations of the Centre and its services.

Performance Measure

- ◇ Minimal turnover in Board of Directors
- ◇ Minimal Staff Turnover
- ◇ Staff report that they are satisfied with the Centre and the work that they perform.
- ◇

GOALS, STRATEGIES AND MEASURES

GOAL 7

Lakeland FASD Society will have adequate funding to operate the desired programs.

Strategies

- 6.1 Honoring the requirements of all current contracts
- 6.2 Advocating and applying for appropriate funding.
- 6.3 Annual fundraising dinner and silent auction with dedicated funds.
- 6.4 Continue the legacy campaign.
- 6.5 The LCFASD will continue to Investigating new funding opportunities.

Performance Measure

- ◇ Programs are operational.
- ◇ There is renewed interest annually to host the fundraising activities.

CONTACT INFORMATION

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