

2020

FCSS COUNTY OF ST. PAUL & ELK POINT OPERATIONAL PLAN



**Family & Community
Support Services**

County of St. Paul & Elk Point FCSS

St. Paul - 780-645-1950

Elk Point - 780-724-3800

A LOOK BACK AT **HIGHLIGHTS OF 2019**



- FCSS hosted 6 block parties this year, with 420 people served.
- FCSS hosted 7 movie nights, with 380 people served.
- FCSS hosted 1 community Color Run – 39 people participated at Mallaig.
- FCSS administers the Mom and Tots program in Ashmont with 22 children attending and 28 children in Mallaig. This has been the highest attendance ever.
- FCSS Facebook followers has increased to 813 this year.

A LOOK AHEAD

ACTION PLAN 2020

Action	Relevant Goals	SMART
<p>Janice and Coco to coordinate Seniors Week Events by June 30th. This will be measured by tracking the number of participants and providing a feedback survey to participants, then compare results from year to year.</p>	<p>Goal 1</p>	<p>✓✓✓✓✓</p>
<p>Coco and Terry to administer the Volunteer Income Tax Program by June 30th. This will be measured by tracking the number of participants and providing a demographic survey that will compare results from year to year.</p>	<p>Goal 1, 2 and 3</p>	<p>✓✓✓✓✓</p>
<p>Janice to complete the Annual Report as Required by the Province by June 30th. If this is not complete, funding will be held.</p>	<p>Goal 1, 2 and 3</p>	<p>✓✓✓✓✓</p>
<p>Janice and Terry will coordinate the Elk Point Community Information night by September 4th. This will be measured by tracking the number of participants and providing feedback survey to participants then compare results from year to year.</p>	<p>Goal 3</p>	<p>✓✓✓✓✓</p>
<p>Janice to coordinate and manage the annual Mallaig Summer Programs by September 30th. This will be measured by tracking the number of participants and providing a pre and post feedback survey to participants then compare results from year to year.</p>	<p>Goal 1 and 3</p>	<p>✓✓✓✓✓</p>

A LOOK AHEAD

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Action	Relevant Goals	SMART
<p>Coco will manage and coordinate the Community Connector Trailer by September 30th. This will be measured by tracking the number of participants and providing user survey to participants then compare results from year to year.</p>	<p>Goal 1, 2 and 3</p>	<p>✓✓✓✓✓</p>
<p>Janice will coordinate the “Movies in the Community” at Cork Hall, Heinsburg, Ferguson Flats & Stoney Lake - including completing the licensing requirements for new movie by September 30th. This will be measured by tracking the number of participants and then compare results from year-to-year.</p>	<p>Goal 1 and 3</p>	<p>✓✓✓✓✓</p>
<p>Janice to arrange Red Cross Babysitting Course and Home Alone courses in Elk Point by September 30th. This will be measured by tracking the number of participants.</p>	<p>Goal 1</p>	<p>✓✓✓✓✓</p>

A LOOK AHEAD

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<p>Janice and Coco to coordinate Summer community events by October 16th to include sandcastles, Block Party with Town of St. Paul, Mallaig Summer Program, and 3 parades. This will be measured by tracking the number of participants and then compare results from year to year.</p>	<p>Goal 1 and 3</p>	<p>✓✓✓✓✓</p>
<p>Janice to complete Outcome Measures as required by the Province by October 30th. Funding will be held if not complete.</p>	<p>Goal 1, 2 and 3</p>	<p>✓✓✓✓✓</p>
<p>Support the Elk Point Ambassador Program by October 30th. This will be measured by receiving feedback from participants then compare results from year to year.</p>	<p>Goal 1, 2 and 3</p>	<p>✓✓✓✓✓</p>
<p>Janice and Coco will organize and host the Seniors Festival to be held in Heinsburg by December 15th. This will be measured by tracking the number of participants and providing feedback survey to participants then compare results from year to year.</p>	<p>Goal 1, 2 and 3</p>	<p>✓✓✓✓✓</p>

A LOOK AHEAD

ACTION PLAN 2020

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<p>Janice will administer the Community Counselling Adult program throughout the year. Clients complete an application, once approved they will begin to receive the services. This will be measured quarterly by tracking the number of participants and then compare results from year to year.</p>	<p>Goal 1</p>	<p>✓✓✓✓✓</p>
<p>Janice, Coco and Terry will provide Referral's and Support to individuals that request Assistance. Measured by staff who keep daily records of people served throughout the year.</p>	<p>Goal 1</p>	<p>✓✓✓✓✓</p>
<p>Janice and Coco to administer the Mallaig & Ashmont "Moms and Tots" programs throughout the year. This will be measured by tracking the number of participants and receiving feedback from participants and then compare results from year to year.</p>	<p>Goal 1 and 3</p>	<p>✓✓✓✓✓</p>
<p>Coco and Terry to administer the "Meal on Wheels" Program throughout the year. Volunteer delivers the meals. This will be measured by tracking the number of participants and receiving feedback from participants and then compare results from year to year.</p>	<p>Goal 1, 2 and 3</p>	<p>✓✓✓✓✓</p>

A LOOK AHEAD

ACTION PLAN 2020

Action	Relevant Goals	SMART
<p>Coco and Janice to monitor the ECDC activities and events as per the grant by March 31, 2021. This will be measured by tracking the number of participants and providing a feedback survey to participants then compare results from year to year.</p>	<p>Goal 1, 2 and 3</p>	<p>✓✓✓✓✓</p>
<p>Janice, Coco and Terry will manage the “Welcome Baby” program, administer and implement changes as required throughout the year. This will be measured by tracking the number of participants and receiving feedback from participants then compare results from year to year.</p>	<p>Goal 1, 2 and 3</p>	<p>✓✓✓✓✓</p>
<p>Janice, Coco and Terry will manage the “Welcome to the County and Elk Point” Packages administer & implement changes as required throughout the year. This will be measured by tracking the number of participants and receiving feedback from participants then compare results from year to year.</p>	<p>Goal 1 and 3</p>	<p>✓✓✓✓✓</p>

Definitions

- User survey: track number of community volunteers, review of equipment
- Feedback survey: providing feedback surveys. This may include pre and post versions.