



Community Wellbeing Advisory Board (CWAB) MINUTES

MEETING NO. 18
Thursday, June 25th, 2026
1:00 PM TO 4:00 PM
Bowman Meeting Room

ATTENDEES:

Voting Members:

Robin Walker	Appointed Member; Indigenous community representative
Chantelle Fitton	Appointed Member; Indigenous community representative
Tosh Wells	Appointed Member; Indigenous community representative
Heather Oxman	Appointed Member; At-large community representative (<i>Co-Chair</i>)
Cheryl Patterson	Appointed Member; At-large community representative
Sharon Yanicki	Appointed Member; At-large community representative

Non-Voting Members

Andrew Malcolm	City of Lethbridge administrative representative (<i>Co-Chair</i>)
Provincial Representative	Outreach and Support Services Initiative (OSSI) <i>Program Advisor (South Operations), Government of Alberta</i>
VACANT	Provincial Representative - Family and Community Support Services (FCSS) <i>TBD, Government of Alberta</i>
Donell Iosifelis	Engagement and Program Officer, Government of Canada <i>Federal Representative</i>
Ashley Cesar	Board Secretary <i>CSD Specialist, Community Social Development</i>
Carla Babiuk	GoA Program Advisor South Operations Homeless Supports Stability Branch

City of Lethbridge Staff

Ivan Ho	CSD Specialist, Community Social Development
Danielle Lenaour	Contract Coordinator, Community Social Development
Brandee Brown	CSD Specialist, Community Social Development
Ashley Cesar	CSD Specialist, Community Social Development
Arturo Tejada	CSD Specialist, Community Social Development
Aum Patel	CSD Specialist, Community Social Development
Sandi Richards	CSD HIFIS Technician, Community Social Development

Presenter(s):

Danielle Lenaour	Contract Coordinator, Community Social Development
Ashley Cesar	CSD Specialist, Community Social Development
Arturo Tejada	CSD Specialist, Community Social Development

Not in Attendance:

Melissa Shouting	Appointed Member; Indigenous community representative
Seth Adema	Appointed Member; At-large community representative
Anastasia Pavlova	Appointed Member; At-large community representative
Robin James	Lethbridge Housing Authority

1. Opening Remarks (D. Lenaour & H. Oxman))

D. Lenaour called the meeting order at **1:06 PM**

Welcome to new member T. Wells and formal Introductions by voting and non-voting members as well as city staff.
Acknowledgement of National Indigenous Day on June 21st, 2026.

The Board Secretary reviewed attendance and identified quorum was not met. However, the meeting could proceed as information only. Quorum reached at 1:20 pm.

H. Oxman respectfully acknowledged that we are gathered on the lands of the Blackfoot people of the Canadian Plains and paid respect to the Blackfoot people past, present and future while recognizing and respecting their cultural heritage, beliefs and relationship to the land. H. Oxman offered respect to the Métis and all who have lived on this land and made Lethbridge their home.

2. Agenda Approval (A. Malcolm)

Materials were provided to members via email in advance of meeting.

The motion was moved by Consensus

THAT the CWAB approve the presented agenda.

CARRIED

3. MINUTES OF PREVIOUS MEETING (A. Malcolm)

Materials were provided to members via email in advance of meeting.

The motion was moved by Consensus

THAT the CWAB approve the minutes of May 21st, 2026

CARRIED

4. ITEMS FOR INFORMATION / DISCUSSION

4.1. AGENDA ITEM

Review of CFP Process (D. Lenaour)

Key Notes: Briefing note provided

Presentation Duration: 20 minutes

Discussion (Presentation summary):

Staff provided an overview and debrief of the Community Funding Partnership (CFP) process.

The review highlighted that the process was successful overall, with strong engagement from applicants and reviewers. The process was supported by structured evaluation tools and demonstrated a high level of participation across both community and staff representatives.

Key themes identified through the debrief included opportunities to improve application clarity, enhance consistency in the evaluation process, and strengthen training and support for reviewers. Additional time for application review and evaluation was also identified as a potential improvement for future cycles. The importance of clear roles and responsibilities within the evaluation process was noted, along with the value of continued refinement to ensure transparency, consistency, and fairness.

Opportunities to further simplify application requirements and improve alignment across funding components were also identified for future consideration.

Overall, the process was identified as strong and effective, with several targeted opportunities for continuous improvement in future funding cycles.

Questions / Discussion Highlights:

- General discussion on process experience and capacity considerations
- Interest in continued refinement of evaluation and review processes
- Consideration of future improvements to application clarity and consistency

Action Items:

- Staff to incorporate identified improvements into future CFP planning cycle
- Continued review of application and evaluation tools for clarity and usability
- Ongoing refinement of training and support materials for reviewers

4.2. AGENDA ITEM

CWAB Retreat Proposal (A. Cesar)

Key Notes: Presentation

Presentation Duration: 20 minutes

Discussion (Presentation summary):

As the Board prepares for the upcoming September meeting and onboarding of new members, consideration was given to approaches that support relationship-building, onboarding, and knowledge sharing.

The importance of strong relationships, collaboration, and shared understanding was highlighted as foundational to effective Board work. Indigenous perspectives, including concepts such as Two-Eyed Seeing, were referenced as part of the discussion, with emphasis on the value of relationships, listening, reflection, and learning from lived experience as important foundations for collaborative work.

The value of creating intentional space for connection and reflection at the beginning of the Board cycle was also noted, alongside the importance of supporting meaningful engagement among both new and returning members.

Three options were presented for consideration:

Option 1: Full-day retreat focused on relationship-building, onboarding, and shared learning.

Option 2: Half-day retreat combined with the regular Board meeting to balance engagement and governance priorities.

Option 3: Proceed with the regular Board meeting, with onboarding and relationship-building integrated into standard meeting processes over time.

Each option was discussed in the context of supporting Board effectiveness, member engagement, and practical scheduling considerations.

Questions / Discussion Highlights:

- Importance of sharing knowledge and time together
- Consideration of timing and accessibility for members
- Value of in-person connection for relationship-building and trust development
- Importance of incorporating Indigenous-informed approaches to relationship-building and shared learning
- Balancing onboarding needs with regular Board business

Action Items:

- Member feedback to be gathered to support planning for September
- Administration to bring forward a recommended approach based on input received

4.3. AGENDA ITEM

Site and Program Drop-ins (A.Tejeda and A.Cesar)

Key Notes: Site Reports Provided

Presentation Duration: 35 minutes

Discussion (Presentation summary):

- Holy Spirit School Division
- Lethbridge School Division
- The University of Lethbridge
- Boys and Girls Club Foothills
- Woods
- BTDH
- YWCA

Key themes identified across visits included strong collaboration between organizations, evolving service delivery models, and ongoing responsiveness to community needs.

Organizations highlighted both successes and ongoing system pressures, including access to assessment services, capacity considerations in housing and shelter programming, and continued work to improve coordination across services.

Overall, site visits reflected a strong and committed community sector working collaboratively to respond to diverse and evolving needs.

Questions / Discussion Highlights:

- System capacity and access considerations
- Evolving service delivery models and collaboration across organizations
- Continued importance of partnerships in supporting community outcomes

Action Items:

- Information provided for awareness and ongoing learning

5.0 Break (2:20pm)

6.0 STANDING ITEMS

AGENDA ITEM

6.1 City Update (A. Malcolm)

- CSD General Manager Update

Staffing

- Cesar shared that she will be leaving the City of Lethbridge to pursue a new opportunity. She expressed sincere appreciation for her time with the CSD team and the Board, reflecting on the experience as highly meaningful and thanking colleagues and community partners for their support and collaboration.
- The Contract Specialist position will be extended to March.

Program and Funding Updates

- CSD Building Safe Communities received additional funding and will continue operations
- Hiring has been completed and onboarding and program development will begin

FCSS and Reaching Home

- FCSS carryover was approved
- Future direction of Reaching Home funding beyond 2028 remains under review

Other Updates

- CWAB Recruitment have begun with a media campaign on June 8th, Information session June 17th, 2026. Application close July 31st.
- ICA review is underway and will be reported on once complete
- FCSS regional meeting was completed with strong attendance and engagement

Action Item:

- Information Only

6.2 Follow Up Items

6.2.1 Active Standing Items Update

- CFP - Contract negotiations status- Complete
- Changes to programs (LSCO/CMHA)- Staff noted some position descriptions may be changing, any noted changes that changed the CFP will be brought forward
- Indigenous Board member attendance at national table- follow up (Danielle/Melissa)- Danielle provided an update on reviewing and compiling meetings the Board is invited to or expected to attend, including considerations for prioritizing participation. Melissa will provide further input at the September meeting.
- Key messaging for CWAB members- Reminder Briefing note provided May 21st, 2026

Action Item:

Information Only

6.2.2 Standing Items

- Transportation (CWAB)
- Indigenous Board member attendance at national table - follow up (D. Lenaour)
- HIFIS to be exempt from survey style PiT Count requirement- follow up (A. Malcolm)
- FCSS/Reaching Home Data
- CSD Community Feedback Data (what is the community saying)
- Council Notification of CFP Recommendations

Key Notes: Not updates provided

7 UPCOMING MEETING ITEMS

July/August:

- No Meetings
- New CWAB Member Recommendations

September:

- Review of CFP Process
- CWAB Retreat

8 ADJOURNMENT

Meeting adjourned by consensus at 3:07 pm.