

**Executive Committee Meeting  
Dec 13th, 2011 1-3 pm  
New Canadians Centre Board Room**

Minutes

**Present:** Amanda Dibbits (County of Peterborough, Treasurer of PPCII), Jenn Harrington (Chair of PPCII), Jason Stabler (Coordinator of PPCII), Jean Giroux (Employment Planning and Counseling, Chair of MC), Becky Rogers (City of Peterborough), Renato Romanin (GPAEDC)

**Regrets:** John Hucks (Vice Chair of PPCII, Trent Valley International Coffee House, Carmela Valles (Carmela Valles Immigration Consulting, Chair of RDC), Hajni Hös (Executive Director, NCC), Debbie Harrison (Fleming College, Chair of ISC)

**1. Review of the Oct 18th, 2011 Executive Committee minutes**

The minutes were reviewed and approved

**2. Committee updates:**

**a. Integration Strategy Committee (ISC) report–Debbie Harrison**

A verbal description of the ISC minutes was provided. The minutes are available on the PPCII website.

*The committee directed staff to begin to develop evaluation indicators for the Integration Strategy. To do this staff will among other things, interview clients on their perceptions of whether things have changed in terms of the overall goals of the Integration Strategy (i.e. are we meeting our objectives?)*

**b. Marketing Committee (MC)–Jean Giroux**

A verbal description of the MC minutes was provided. The minutes are available on the PPCII website.

*The committee directed staff that the Marketing Committee should market New Canadians Centre events when they are related to the integration of newcomers.*

**c. Training and Capacity Building Committee (TCBC) – Jason Stabler**

A verbal description of the TCBC minutes was provided. The minutes are available on the PPCII website.

*The committee suggested an early bird registration fee for the next conference to encourage early registration.*

**d. Resource Development Committee (RDC)–Carmela Valles**

A verbal description of the RDC minutes was provided. The minutes are available on the PPCII website.

*The committee recommended that initially the revenue from membership fees should be viewed as 'nice-to-have' as opposed to 'must have' revenue. In addition to this, staff informed the committee that the first year of implementing membership fees will be used to gauge its success as a revenue generator and to weigh the revenue generated vs. the administrative effort required. The committee asked staff to ensure that members understand that membership fees would be tax deductible. The committee also directed*

*staff to ensure transparency in terms of what membership fees will be used for. Staff were also directed to survey the PPCII about the membership fees. This will be done at the PPCII meeting and after the meeting via Survey Monkey after the meeting. The committee suggested looking for volunteers and/or accessing the federal JCP program obtain a person/people to assist with the tasks of the committee.*

### **3. Report from the Treasurer – Amanda Dibbits**

The Treasurer's Report was presented and approved.

### **4. Agenda for the January 12th Council meeting**

The Committee approved items for the agenda of the Jan 12<sup>th</sup>, 2012 PPCII meeting. In addition to usual items, the meeting will include a presentation by Debby Keating the coordinator of Language Instruction for Newcomers at Fleming College. Committee chairs and membership will also be renewed at this meeting.

### **5. PPCII Strategic Plan for 2012**

A high level plan for the upcoming year was approved. The plan will guide staff in planning for and implementing changes to how the PPCII operates. It will also guide the assessment of the effectiveness of the 2010-2015 Integration Strategy and set the process in motion to develop the 2015-2020 Integration Strategy.

The Strategic Planning Session of the PPCII will occur on January 30<sup>th</sup>. The location is yet to be determined.

### **6. Budget Negotiations with CIC**

We are currently in negotiations with CIC for our 2012-2013 budget. We will very likely experience cuts but there will be also continued funding to ensure the existence of the LIP)

### **7. Other business**

#### **a. Newcomer Advisory Group Meeting Nov 15<sup>th</sup>**

This meeting was cancelled due to its close proximity to the PPCII Conference

#### **b. Request from Marketing Committee re marketing needs of Executive**

No current requests for Marketing from the EC

#### **c. KPR representative resignation from ISC**

The KPR representative resigned from the ISC, but will continue to attend PPCII meetings.

#### **d. Welcome Peterborough update**

There will be no phase 3 funding for the Welcome Peterborough website, although there will be monies set aside for maintenance of the site.

**Next Meeting Feb 21, 2012 1-3pm NCC Boardroom**