
RDC meeting Minutes
May 25th 2011, 9-10:00am,
New Canadians Centre Board Room

Present: Carmela Valles(Carmela Valles Immigration Consulting), Jason Stabler, Judy Heffernan (Community Futures Development Corporation) Lou O'Hara (Ontario Ministry of Citizenship and Immigration) ,Hajni Hős, Melissa Sharpe-Harrigan **Regrets:** Janet Hunter (Charterfield Consulting)

The meeting began with a discussion about the use of the city as a potential funding source. Obtaining significant, ongoing funding from the city would require the PPCII to access support by communities in the County of Peterborough in addition to the City, and possibly the independence of the PPCII from the NCC. While this potential opportunity is still a long ways away, it was concluded that broadening the geographical scope of the PPCII would be positive for the organization, as a whole.

Action: PPCII Staff will follow up with the outreach coordinator to discuss with the Marketing Committee about connecting further with communities in the area.

Review of minutes from the March, 2011 RDC meeting - The minutes were accepted by the Committee.

Meeting Schedules and Format

In order to facilitate a more action based committee, it was decided that meetings will be held on a bi-monthly basis. The meeting minutes will include action items for staff members to complete. If the PPCII staff require assistance by committee members in between meetings, they will connect via email.

Action: PPCII staff will adjust the public meeting schedule on the website.

Update from R& I Specialist (Melissa)

An update was given on the “cultural access pass” program. The title of the program is in quotation marks as it may need to be changed – there is a national Cultural Access Pass program, that has a copyright on the name and program. The national program contacted Jason/Melissa, and this is becoming a positive connection, as there may be further opportunities for partnerships between the local and the national program. Staff will follow up with this lead and report back to the committee next meeting. The PPCII / NCC has been granted funding for a summer student, who will commence June 1st , to work exclusively on the program, in addition to other programs that the PPCII has going on in the summer. We will find out the results of the Peterborough Community Foundation Grants in June. The “Cultural Access Pass” Project was noted to be a good match with Kawartha Tourism, and there are potential partnerships that could be developed from the tourist industry. It was also noted to be a good fit with Trent and Fleming international students. By next meeting, the project will be fully launched, and an update on its success will be provided.

Trillium Support

The Committee discussed the possibility of using Trillium funding to hire a Resource Development Staff person, who would work to ensure continued funding of the PPCII. The next Trillium deadlines are July first and November first. July first is too soon to send in an application package, so November is our next opportunity. Both the PPCII and the NCC fundraising plans include the Trillium foundation. The regulations for the Trillium fund grant applications are not well known by staff and committee members. To resolve this, it was suggested that between now and the next meeting, representatives from both committees, along with the NCC executive director meet with Trillium in order to discuss plans and actions. There are other funding opportunities that may be pursued to hire a fundraising position. These include the HRSDC program, and the Eastern Ontario Economic Development Fund, both of which offer the possibility of youth internships and funded positions. The committee agreed that these venues are more ideal for finding funds, in order to diversify the funding of the PPCII. *Actions: Committee members and staff will meet with Trillium to discuss opportunities and regulations before the next meeting. PPCII staff will explore and apply for other funding opportunities in the mean time to fund a resource development position.*

The Future of the PPCII (& its Resources)

At the last council meeting, council wanted to know why the committee felt we should remain a program of the New Canadians Centre, rather than incorporating into our own charity. At next council meeting, we are going to continue this discussion, as the RDC committee feels that it is not ONLY our decision to sever our connection to the NCC, it is the council's decision as a whole. To begin the conversation, the RDC committee has provided a list of pros and cons to start the discussion:

Pros of remaining a program of the New Canadians Centre:

- The administrative costs (printing, HR, overhead costs etc) are much lower when the PPCII operates as a program.
- Being part of a larger, more established entity, which is better for funding applications.
- The NCC is a good fit for the PPCII, as their interests naturally align.
- To become a registered charity is a long process, and this allows the PPCII to operate without having to embark on that process.

Cons of remaining a program with the New Canadians Centre:

- There are lots of steps to take when applying for funding, and all applications have to go through the board.
- Applications must also be prioritized with other NCC programs and services.
- The PPCII is unable to get City or United Way funding, as it is part of the New Canadians Centre, which receives this funding.

Other notes: The public is still unclear about the difference between the PPCII and the NCC.

Action: Staff will create a one page information sheet to post on the website and to distribute to the public.

How do we envision the PPCII of the future?

The committee came up with two possible scenarios for the PPCII, with the understanding that the present situation (the status quo) of the PPCII will likely be unable to sustain the council in the future. These scenarios will be brought to council for future discussion.

Scenario A: The PPCII is more fluid. Different organizations in the community take the lead to apply for and administer the core funding of the program (namely, staff wages). These organizations would become lead agencies of the Council, and would change over time.

Scenario B: The PPCII is incorporated, and acts as an umbrella organization, whereby it has a core group of staff, but ideally, the community takes up its goals and projects, and other organizations hire staff (ie. Diversity coordinators) to move forward the integration strategy.

Philanthropic Foundations

At the last meeting, staff presented the committee with opportunities from corporate foundations, all of which entail a two step process. First, writing an introductory letter. The foundation will then, based on that letter, invite the organization to apply for their grant. *Action: For next meeting, PPCII staff will prepare some draft letters to be sent out to these organizations, staff will circulate the letters well before the meeting so that there is opportunity for the committee to read and offer suggestions.*

**Next RDC meeting: July 27th 9am-11am
NCC Boardroom**