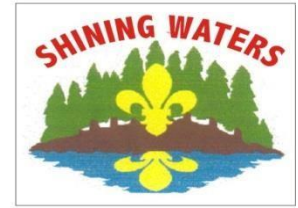




# Scouts Canada SHINING WATERS COUNCIL



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Saturday September 23, 2017

Grace United Church, 350 Grove St East, Barrie, L4M 2R7

### Attendance:

**York Headwaters (YWA):** Kit Cheng / Edna Elliston / Rosalind So

**Northern Lights (NLA):** Denis Gadd / Connor Gadd

**Whispering Pines (WPA):** Mary Jane (MJ) Reid / Judy Hall / Alex Seaborn / Shawn Forth

**Sunset (SSA):** Len Cox

**Simcoe Phoenix (SPA):** Carrie Solway / Dean Solway / Suzanne Hussey / Jason Gingrich

**South Lake Simcoe (SLS):** Ersin Kutluoglu

**Shining Waters Council (SWC):** Wayne Morrison (Interim CC) / Jay Hoffman (CED) / Lotus Chong (CYC) / Kristy Carthew-Marshall (ASM NLA & SPA) / Alyssa McGinnis (ASM SSA & YHW) / Nicole Donadio (ASM SLS & WPA) / Bob Martinell (Secy) / Larry Murphy (Recog) / Jen Gingrich (Popcorn) / Allan Bray (Pgm) / Barry Mitchell (International) / Scott Gingrich (L&D) / Craig Carr (Camps – Wildman)

**Regrets:** Henry Fok / Hans Uhr / Morgan Connors / Joseph Li / Justin Johnstone / Chuck Heron / Tristan Hazlett / Andrew McKague / Humaid Razool / Brenda Laird / James Finnigan / Gail Jackson / Brenton Kennedy / Paul Poirier /

**Open and Welcome...**Interim CC Wayne Morrison welcomed everyone and introduced the Council members including DCCs, Area Key 3s (AK3) and ASMs from a prepared slide from the SWC site and recognized those in attendance. **Scott Gingrich** received his SW neckerchief as DCC Learning and Development.

**Safety Minute...** Wayne presented the slide from SC's Safety Slide for the Week. All are encouraged to forward this weekly slide to Groups and sections. Jay noted there were no fatalities nationally last year. Reporting of safety incidents is expected according to SC policy noting it is better to report than receive a query from national about a parent claim. Council Key 3 (CK3) are to be cc'd on incident reports.

**Review of Previous Minutes (Apr 29)...** No amendments or additions.

**Key 3 Model at All Levels...** (Lotus) The "Key 3" model should be used at the Group; ie GC/GYC/GA, and Section levels to the maximum possible.

**Order of the Silver Key...** (Lotus) Shining Waters Council Youth Network (SWCYN) has adopted this meaningful youth award, to honour those who significantly contributed to the Movement and the spirit of Scouting through their dedication to their Area, Group, and Community. This recognition for any youth including Scouters 14 years and older is encouraged. Submit forms to Lotus (CYC). Additional information [here](#).

**Five Priorities (for Success) Update – last year review...** (Jay) Gave overview of last Scouting year. For Group Capacity, 47% SWWC Groups had at least 3 non-Section Scouters. For Program Quality, 174 sections completed their PQAs (Fall); 168 sections (Winter) and 148 (Spring). Under Safety Leadership involving readiness, 84% of the Scouters were compliant (last year 94%) primarily due to Respect in Sports (RIS); currently, 87% SWC Scouters have completed RIS. **Registrars must check for compliance (RIS, PRCs, etc) at start of each Scouting year. Results of "mybackcheck" in lieu of PRCs may not be automatically entered into myscouts. Jay to check with Ops team/Ashley.** Under Membership Growth, SWC grew by 89 members (SC overall by more than 2000). **Jay wants to address retention at next meeting to find out reasons for youth/volunteers leaving.** In GTC, correspondence is sent to youth/parents to thank them and ask them to return; there is 70% retention.

**Learning & Development...** (Scott) See attached summary, "[DCC Learning & Development Council Report 17-09-23](#)". Concerns were voiced about how to track progress at Area level (none at this time) and to ensure quality of the learning (up to chosen Support Scouter).

**Recognition...** (Murph for Humaid) **Areas (DACs H&A/H&R/Recognition) must encourage/enforce/reinforce to all Scouters the use of the "Thanks" button.** This is essentially the only way to be recognized in SC as of Sept 1, 2017. The past practice of doing a scan and catching up on Scouters who have not been recognized are over (Murph did this over the past 12-18 months). Each "thank you" entry is now based on the national 5 Priorities and as such will be weighted by DCCs Recognition so that any award above the Bar to the Medal for Good Service would be "managed by the system" based on the weightings. Up to Bar to the Medal for Good Service would be managed by each Council. **Murph asked Wayne to review the list of those still not recognized**

**for action.** Recognition of past actions is permissible using the "Thanks" button. Only individuals can be recognized, not Groups using the button. If a "thank you"/commendation is identified as not deserving; eg, the youth/adult was not present for the actual act recognized, respective DACs should advise DCC Recognition.

**Program...**(Allan) **Council Camp** tentatively Orangeville Fairgrounds; dates confirmed June 1-3, 2018. **PQS/As**, clear evidence of Groups "choosing not to do . . .". SC requires it; Allan wants feedback from Areas as to why PQAs not being done so that he can present an action plan for Nov 25 SWC meeting. **GC training** weekend Nov 4-5 at Grace United Church for GCs requiring the training, those that might eventually be. \$75. Pre-requisites: CP Fundamentals or CP Woodbadge Part 1 and video " Volunteer Screening – It's Our Duty". Form to be issued Sept 29. Loading based on 10 Scouters. See "SWC DCC Program" here: <http://shin.scouts.ca/sites/default/files/files/2017-09-23%20SW%20Council%20Meeting%20-%20Final.pdf> "2017-09-23 SW Council Meeting - Final.pdf", or, <http://shin.scouts.ca/sites/default/files/files/2017-09-23%20SW%20Council%20Meeting%20-%20Final.pptx> "2017-09-23 SW Council Meeting - Final.pptx".

**Membership & Growth...**(Joseph) Participants in SWC as of Aug 31 was 4,416 and June 13 was 4,393. Volunteers as of Aug 31 was 1,262 and Sept 18 was 1,045, which is less than June 13 at 1,574. As per Scouter Andrew Price, it's believed that lack of Council approval currently is the largest gap holding back volunteers. See "Joseph Li, DCC Membership & Growth": : <http://shin.scouts.ca/sites/default/files/files/2017-09-23%20SW%20Council%20Meeting%20-%20Final.pdf> "2017-09-23 SW Council Meeting - Final.pdf", or, <http://shin.scouts.ca/sites/default/files/files/2017-09-23%20SW%20Council%20Meeting%20-%20Final.pptx> "2017-09-23 SW Council Meeting - Final.pptx".

**Camps...**(Craig – Wildman) Thanks for the continued support. Wildman volunteer committee numbers 16. Craig believes current financial status for this last Scouting year is a loss at approximately \$1000. They are thinking of a memorial garden. A recycling program in place. Scout Madison Delaney is spearheading a "back country camp site" and hope other youth will get involved. He identified a number of community partners. Bagged firewood for \$5 and Wildman badges (\$3). Looking for volunteers to plan and build comfort station for next year (Craig and Cody Dixon are only committee at this stage). A map is in the works. Scott and Craig will work offline on a website. Always looking for help on the weekends. Jay took the opportunity to identify SWC properties that are not compliant. Judy Hill took info for Green Bay` ; MJ Reid took info for Gravenhurst. Jay to contact others for Charlo and Severn River Cabin (Orillia).

**WJ19...** (Barry M) See presentation posted [here](#). Dates of birth for youth are Jul 22 2001 – Jul 22, 2005 in order to attend. Older youth can still apply as Offers of Service. Coordinators: YHW & SLS: Steven Thorne; NLA & SSA: James Finnigan and SPA & WPA: Jeff Irwin. Barry advised he was assured that there would be no border issues for SC

members. STEM activities will now be managed through COSC as Barry is focused on WJ preparations. See presentation attached.

### **Break-Out Sessions...**

**CK3 and AK3s Report...** (Wayne/Jay/Lotus). What are ACs were facing as their biggest challenges? Discussion revolved around new volunteers (and many of us) not fully understanding the codes WB1 and MS1 in myscouts (clarified by Wayne/Kristy later in the meeting). Primary challenge is training and for Area/Group levels to better understand where new volunteers are. YHW explained their system of training at COSC sessions to take their new volunteers right through the complete registration process for new volunteers. Camp Committees and others who normally would not work with youth must undertake RIS. Volunteers who need financial assistance for RIS may request NOLB funding. Some Scouters asking for RIS credit without having completed the course - Groups should be recording the certificate number (no exceptions). Jay has also received Adult Codes of Conduct where Scouters have changed the wording and signed. This is unacceptable. Youth CoCs need to be entered manually through the Council Registrar (Ashley) as apparently, myscouts does not do it automatically. There were no other reports.

**SWC Communications Plan...** (Nicole D) The Plan covers its reason for being, its goals, how it works and next steps. The first step is an inventory of our current communication and marketing efforts including social media, advertising, events, use of email communications i.e. Google Groups, MailChimp. See slide deck, "SWC Communications Plan".

**ScoutsTracker Renewal...** (Wayne) All SWC Licenses expire end of Nov. Cost is \$25 per section. There is a New Commissioner Edition (Group) licence. Send an email to [SWCtrackerSupport@yhWSCouts.ca](mailto:SWCtrackerSupport@yhWSCouts.ca) indicating group and number of licences. Include invoice number on your cheque. If anyone needs access now, they can apply for a short term licence. Training sessions for parents and Scouters is possible through WEBONAIR or JOIN.ME and possibly record those that occur.

**Group Service Visit Reporting...** (Kristy) An online tool "borrowed" from YHW in a report format and process for use by Group Support Scouters (GSS). Scott asked how to deal with a request by a Scouter who would ask to know what was reported in the GSS report. The report would only identify "an issue"; it would not describe the issue; ie, no details. The report format is still under review. All GSS (SPA) would have an opportunity to comment before use. The report only signals "something" (like a lightning rod) is an issue/challenge for the Group without detail. The details would then be solicited by the AC/ASM/ADC GSS by e-mail/phone, etc; ie, separately from the GSS report, to decide how the Area Service Team engages.

**Financial Policies for SWC...** (Jen G) An overview/highlights of the draft document. The annual financial statement will be redone for fall 2018. Useful for transparency, use by youth in case of need in future, addresses out of pocket expenses and how to claim and every Scouter should have a receipt book. Only one bank account per Group with at least two co-signers recommend at least three or more. The idea of formalizing audits apart from the annual financial statements; ie, spot checks, was raised but no decision. Comments on the draft to Kristy or Wayne. **Motion (Wayne): The draft less attachments to be issued as Version 1 to Areas, Groups, etc, Second: Judy H. Passed.** [See attachment](#), "Financial Policies and Guidelines for Shining Waters Council".

**ScoutCon 2018...** (Lotus) A review of the concept for a Scouting Conference proposed for April-May 2018 due to availability of Leatham Centre and surrounding area. A number of options for workshops was presented; eg, retention hints, first aid, ScoutsTracker demo, etc. More outdoor-related workshops was suggested for new Scouters. Youth Spokespersons (YSPs) are welcome to work on ScoutCon. Many volunteers are requested to develop the workshop plans (contact Lotus). ScoutCon at the Council Camp (Jun 1-3) was deemed challenging as many Scouters would be involved directly with conduct of the camp. The conference timeframe of Jan-Feb should be considered when adults and youth would be more available. A more central location to all the Council was requested. A potential option for camping is possible.

**Compliance Timelines (90 days, Fundamentals, WB1, RIS, OSS)...** (Kristy/Wayne) There are issues in understanding myscouts nomenclature; eg, MS1. The Learning map can be a challenge to understand. "Scouting Fundamentals" (code: WB1), RIS and accessibility training must be completed to become active and wear the Scouter's red shirt. To count for ratio, the Scouter must complete his/her CP Woodbadge Part 1 (code: MS1) prior to Aug 31 of the Scouting year. Please see slides "Kristy/Wayne - Compliance Timelines" for clarification.

**Popcorn Campaign...** (Jen G). Gave overview on current campaign and thanked her team who have travelled to all Area Kick-offs. Popcorn launches well underway and better attended this year. Most Groups already launched. Emphasis is on strong kick-off to motivate the youth; eg, with prizes throughout the campaign. Jen looks forward to youth feedback. Contact Area rep - or Jen if any issues.

**Adjournment...** Wayne adjourned the meeting at approximately 3:00 PM. Next meeting – (Annual Review Meeting) Nov 25 at Grace United Church, 10 AM. **[Secretarial Note: Council Management meeting (for CK3/AK3/ASMs only) is Monday, Oct 23 at Warnica Public School, 211 Warnica Road, 7 PM. School will be open from 6:45 – 9 pm.]**

TBD Dec 2017 – Council Management Team  
Jan 20th, 2018 – Council Meeting, Grace United Church  
Mar 19th, 2018 – Council Management Team  
April 7th, 2018 (Tentative) – Council Meeting, Grace United Church  
TBD June, 2018 – Council Management Team  
June 1-3, 2018 -- SWC All Section Camp