

Syria - Antigonish Families Embrace (SAFE) Steering Committee – MINUTES (Website)
Wednesday, November 8, 2023, 6:30-8:30PM
Appleseed Court Community Room, 29 Appleseed Dr

Present: Mark, Jack, Anuj, Mike, Maria, Harry, Bronwen (notes), Eric, Sheila (via Zoom)

1) Minutes and Business arising from Meeting October, 2023

Action: Minutes accepted, moved by Harry; 2nd Jack

2) Financial Report

Matching fundraising campaign totaled \$19881.00

Action: Financial report accepted, moved by Sheila; 2nd Maria

3) Committee Reports

A need for separating the structure of SAFE as a SAH and SAFE as a CG (as per IRCC)

- **Action:** The governance committee will work on an MOU, which will help define roles

a) SAH:

- Harry reported on the status of applications in progress
- Month check-in reports: these do not need to be stored in any particular place but SAFE does need to be overseeing reports that come in from CGs. We need a check-in item added to the agenda of the SC meetings each month
 - **Action:** Bronwen will re-format the check in documents to make them easier to read and to create a cumulative document.
- Application Requests; 4 spots need to be requested from IRCC for 2023:
 - Pictou Safe Harbour is looking for 1 additional spot
 - CAIRN is looking for 3 spots (one family)
 - **Action:** Harry moved that we proceed with CAIRN's request for 3 spots and Pictou Safe Harbour's request for 1 spot; 2nd Sheila
- Revised Pre-Application Form:
 - **Action:** Bronwen to send out a revised version for further revision
- Training Requirements:
 - Mark is working on clarifying what training needs to be completed by CGs. Perhaps SAFE could facilitate its own pre- and post-arrival training, offer 3 times/year, use old Steering Committee members to facilitate
 - **Action:** Bronwen will talk to former Steering Committee members about this project

- b) Governance

- Confidentiality Agreement:
 - **Action:** Eric to send out a revised version
 - Annual VSC check:
 - **Action:** Ask Sue Adams to ensure these are kept up to date
 - **Action:** Bronwen will check how often the checks need to be done and will send the policy to Maria and Eric
 - c) Education
 - New Y-Reach School Coord: Kristen Savory
 - Language training ACALA/Y-Reach/LINC: Going well
 - Interpretation for school meetings: Jack facilitating SRCE's connection with Translation System
 - d) Settlement
 - **Action:** Bronwen will send a message to families about situation in Palestine
 - e) Housing and Advocacy
 - local housing meeting is working on advocacy and gathering statistics
 - Nova Scotia rental guide has been translated to Arabic
 - Discussion about renting a property in anticipation of a family arriving in near future
- 1) **Nominations**
- AGM will take place before March 20.
 - 2 vacancies on the Steering Committee
- 4) **Trainings:** see agenda for details
- 5) **New Business and Other:**
- **Action:** remove this item from the agenda
- 6) **Next Meeting:** Wednesday, December 13, 2023 at 1830
- 7) **Meeting Adjourned** at 2040.