Minutes – Executive Policy Committee – February 11, 2009

REPORTS

Minute No. 138 Citizen Equity Committee – 2009 Work Plan and Operating Budget eFile CR-1

EXECUTIVE POLICY COMMITTEE DECISION:

The Executive Policy Committee received as information the 2009 Work Plan and Operating Budget of the Citizen Equity Committee.

DECISION MAKING HISTORY:

Moved by Councillor Pagtakhan,

That the 2009 Work Plan and Operating Budget of the Citizen Equity Committee be received as information.

Carried

CITIZEN EQUITY COMMITTEE RECOMMENDATION:

On January 20, 2009, the Citizen Equity Committee submitted to the Executive Policy Committee its 2009 Work Plan and Operating Budget.

COUNCIL DECISION:

On March 19, 2008, Council concurred in the recommendation of the Executive Policy Committee and adopted the following:

1. That on or prior to April 30, 2008 and January 31 of each following calendar year, the Access Advisory Committee, the Citizen Equity Committee, and the Winnipeg Committee for Safety be required to submit to the Executive Policy Committee:

    A. A work plan for the upcoming calendar year which shall include all proposed committee activities and action items; and

    B. An operating budget detailing expenditures and revenue sources for the upcoming calendar year.

CEC 2009 WORK PLAN

Item	Programs/Projects	Objective(s)	Timeline(s)	Activities	Budget
1	CEC Gala & Dinner	Fundraising in Support of Community Projects	January	Production & Distribution of Posters	**$3,000**
			February	Soliciting for gifts and & donations Identifying performers & community award recipients Venue confirmation Collection of gifts & donations	
			March	Printing of tickets Collection of gifts & donations Final contacts with performers & award recipients	
			April	GALA NIGHT	
			May	Evaluation, accounting & reporting	

Item	Programs/Projects	Objective(s)	Timelines (2009)	Activities	Budget
2	Communication & Marketing	Diversity education and information dissemination Facilitation of cultural awareness and orientation	Jan- Dec Jan – June June - Dec	Produce 2- 3 Newsletters Up-dating and improving CEC website Production and distribution of multicultural posters Mount exhibition of cultural materials representing ethnic communities in Winnipeg	$**2,200**
3	Coalition of Municipalities Against Racism & Discrimination (CMARD)	Working to eliminate racism and all forms of discrimination, including hate crimes in Winnipeg by building and strengthening relations with key ethno-cultural communities and relevant institutions	Jan - Dec	Organize Winnipeg Anti-racism conference & Issue Declaration. Participation in the National Metropolis Conference in Calgary. Launch CMARD	**$5,400**

				community project. Train CMARD community liaisons Organize 3 – 5 consultative meetings with identified communities on CMARD strategies Organize 1 – 2 consultative meetings with institutional partners and stakeholders on CMARD	
Item	Programs/Projects	Objective(s)	Timeline	Activities	Budget
4	CAO Diversity Report Card	Increased diversity representation in the City's workforce	January Feb – Dec	Presentation of CAO Annual Report Card Dissemination of information on CAO Report Card 2 – 4 Familiarization visits to different City	Nil Nil

				Departments	
Item	Programs/Projects	Objective(s)	Timeline	Activities	Budget
5	Community Connections	Participating, supporting, sponsoring and liaising with ethnic and Aboriginal communities to promote cultural diversity and equity	Jan – Sept Oct – Nov Jan - Dec	Convene 4 targeted community outreach meetings with target groups. Prepare and organize an annual diversity workshop for all ethno-cultural communities. Attend, support and sponsor cultural events on invitation **Sub-Total**	**$ 5,900**
Item	Programs/projects	Objective(s)	Timeline	Activities	Budget
6	Youth Role Model Awards	Recognition of positive contributions by the youth to community and cultural diversity Cultural empowerment of the youth	March – Dec November	Prepare and organize annual youth awards event. Sponsor 1 youth cultural encounter in a community	**$5,500**

			December	Organize youth summit/debate on culture and diversity issues **Sub-Total**	
Item	Programs/Projects	Objective(s)	Timeline	Activities	Budget
7	CEC Office operations, administration and support	Facilitating CEC activities	Jan - Dec	Up-dating diversity data and information Organizing CEC & CMARD meetings and attending community cultural events Providing supporting to CEC sub-committees Disseminating information Executing special projects & events Providing administrative support to all CEC operations	Nil Nil Nil Nil Nil Nil

				Review CEC Strategic Plan	
	CEC Office (continue)	CEC administrative support	Jan - Dec	Supplies Parking Blackberry Telephone Website Postage Equipment CEC Meetings Salary Annual Report	Budget **$ 47,000**

CEC 2009 Budget Summary

Item	Program/Project	2008	2008 Actual	2009
1	Gala & Dinner Event	$2,500	$2,500	$3,000
2	Commu & Marketing	- -	$773	$2,700
3	CMARD	- -	-	$5,400
4	Comm. Connections	$8,400	$3,931.91	$5,900
5	Youth Awards	$1,000	$4,350	$5,500
6	CEC Op., Adm., Supplies	$48,100	$45,284.21	$46,500
7	Multicultural Booklet	$9,000	$8,950	- -
Total		**$69,000**	**$65,789.12**	**$69,000**
Surplus 2008			**$3,210.88**	

2009 CITIZEN EQUITY COMMITTEE BUDGET						
Item	**Prog./Project**	**Reason for Spending**	**2008 Budget ($)**	**2008 Actual ($)**	**2008Diff. ($)**	**Proposed 2009 ($)**
1	Gala & Dinner Event	Flowers	300	300	-	300
		Music D/J	250	250	-	250
		Printing	1,500	1,500	-	1,500
		Entertainment	450	450	-	450
		Community Awards				500
		Sub-Total	**2,500**	**2,500**	-	**3,000**
2	Communication &Marketing	Newsletter		428	(-428)	1,200
		Brochure		345	(-345)	-
		Multicultural Posters		-		500
		Multicultural Exhibition		-		500
		Sub-Total		**773**	**(-773)**	**2,200**
3	Coalition of Municipalities Against Racism & Discrimination (CMARD)	CMARD Partners Conference				1,400
		CMARD Calgary Conference				2,000
		CMARD Community Project				500
		Train CIMARD Liaisons				1,000
		5 CMARD Community Meetings				500
		2 CMARD Partners Meetings				500
		Sub-Total				**5,400**

2009 CITIZEN EQUITY COMMITTEE BUDGET						
Item	**Program/Project**	**Reason for Spending**	**2008 Budget ($)**	**2008 Actual ($)**	**2008 Diff. ($)**	**Proposed 2009 ($)**
4	Community Connections	EMCY	1,000			
		Cultural Events	5,000	3,931.91		4,400
		Youth Outreach	1,000	-		
		Inter-cultural Games	500	-		
		Strategic Planning	500	-		
		Folklorama	400	-		
		4 Diversity Targeted Meetings				800
		2009 Annual Diversity Workshop				700
		Sub-Total	**8,400**	**3,931.91**	**4,468.09**	**5,900**
5	Youth Role Model Awards	Food	600	1,000	(-400)	1,000
		Printing(Cert)	325	600	(-275)	600
		Honorarium	75	500	(-425)	500
		Gift Cards (9)		1,650	(-3,000)	3,000
		Miscellaneous		600	(-600)	400
		Sub-Total	**1,000**	**4,350**	**3,350**	**5,500**

2009 CITIZEN EQUITY COMMITTEE BUDGET

Item	Program/Project	Reason for Spending	2008 Budget	2008 Actual	2008 Difference	Proposed 2009
6	CEC Office operation, administration & Supplies	Office Equipment	1,200	2,056.68	(-856.68)	500
		Office Supplies	400	2,602.93	(-2,202.93)	500
		Kiosk	300	-	(300)	
		French Translation	300	-	(300)	
		BlackBerry	1,500	307.45	(1,192.55)	500
		Website		602.50	(-602.50)	900
		Telephone	1,300	1,850.57	(-550.57)	1,300
		Postage	300	358.33	(-58.33)	300
		CEC Meetings	1,400	1,396.55	(-96.55)	1,800
		Parking	400	654.07	(-202.50)	700
		Annual Report	1,000	840		500
		Salary	40,000	34,615.13	(5,387.87)	40,000
		Sub-Total	**48,100**	**45,284.21**	**2,815.79**	**47,000**

CITIZEN EQUITY COMMITTEE BUDGET

Item	Program/Project	Reason for Spending	2008 Budget	2008 Actual	2008 Difference	Proposed 2009
7	Multicultural Booklet (Knowing Your Multicultural Neighbours)	Production Typing Printing Proof reading & Type setting	9,000	1,750 200 6,000 1,000		------
		Sub-Total	**9,000**	**8,950**	**50.00**	--------

Summary of Sub-Totals

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