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| FNEC Meeting – Day 1 |
| Minutes | Sept 16/15 MTG | 9:00 AM– 4:00PM | BOARDROOM 1, cYFN, Whitehorse |
| Meeting called by | FNEC |
| Type of meeting | FNEC Roles & Responsibilities and Quarterly Meeting |
| Chair | Tosh Southwick & Roberta Hager |
| Note taker | Rose Sellars, CYFN |
| Attendees | CAFN -  Paula Banks (designate) – (came in at 9:30) CTFN – Geraldine James (designate) CYFN -  Jennifer Wykes (designate), Michelle Kolla (observer) KDFN – Therese Lindsay (observer)KFN -  Tosh Southwick (designate) NND – Roberta Hagar (designate) SFN - Julia Joe (alternate) – (in at 1:30) & Tara Roberts (designate) – (left at 1:50)TKC – Lynn Sparks (designate), Jessica Bryant (alternate), Jackie Bazette (observer) TTC – James Smarch (designate), Robin (alternate), Blanche Warrington (observer) and Tim Cant (observer) (in at 9:00)TH – Ashley Doiron (designate) & Dexter MacRae (alternate) VGFN – Paul Josie (designate) & Glenna Tetlichi (observer) Elder – Mark Wedge Note taker – Rose Sellars  |
| Agenda topics |
| **TAB 3 – ROLES & RESPONSIBILITIES – CON’T** | General Discussion |
| **ACTIONS**Tosh issue* Michelle to send a letter to Karen Barnes, President of Yukon College.
* Roberta will let the other commission know tomorrow that the issue with Tosh has been resolved.

E-mail Communication to the Commission* When there are e-mails that need to be sent to the commission, they should be drafted and sent to Tosh & Roberta to either edit and/or send out to the rest of the commission.

FNEC sitting in on CYFN hiring* Michelle is to ask the CYFN Senior Management Team about FNEC sitting in on the interviews for the FNEC position.
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| FNEC Meeting – Day 2 |
| Minutes | Sept 17/15 MTG | 8:30 AM– 4:00PM | BOARDROOM 1, cYFN, Whitehorse |
| Meeting called by | FNEC |
| Type of meeting | FNEC Roles & Responsibilities and Quarterly Meeting |
| Chair | Tosh Southwick & Roberta Hager |
| Note taker | Rose Sellars, CYFN |
| **DAY 2 (Thursday September 17, 2015) - ATTENDEES** | General Discussion |
| Attendees | CAFN -  Paula (designate) CTFN – Geraldine (designate) CYFN -  Jennifer (designate) & Michelle Kolla (observer) (am)KDFN – Therese Lindsay (observer)KFN -  Tosh (designate) NND - Roberta (designate) SFN - Julia Joe (alternate) TKC – Lynn (designate), Jessica Bryant (alternate), & Charlotte Kane (observer) TTC – James (designate), Robin (alternate), Blanche Warrington (observer) and maybe Tim Cant (observer) (in and out)TH – Ashley (designate) VGFN –Paul (designate) (pm) & Glenna Tetlichi (observer)Elder – Mark Wedge Notetaker – Rose Sellars  |
| Agenda topics |  |
| **TAB 3 – ROLES & RESPONSIBILITIES – CON’T FROM YESTERDAY** | General Discussion |
| **ACTIONS**Language & Culture* Need to know any leadership motions that have been passed on education or language.
* Reports would be most beneficial if they were in written form.

FNEC participation in the hiring of FNEC related positions* Michelle said she will go back to senior management to ask whether the policy can be opened up.

FNEC contact YFN when FNEC vacancies arise* The grand chief will be asked if they can sign those letters.

Michelle gave an update after meeting with the Grand Chief - The co-chairs are able to send out the letters to the Executive Directors asking for FNEC members, but if you don’t get a response and you need help to get a response from leadership, then she will help.JEAP meetings should be coordinated by YG* Co-Chairs to talk to the Dept. of Education about the coordination of the JEAP and travel costs
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| motions | MOTION: All FNEC and CYFN staff agree to the terms of reference, and to follow the roles and responsibilities.Motion: Geraldine James2nd: James SmarchAll in favour? Yes. |
| **TAB 7 – STUDENT FINANCIAL ASSISTANCE ACT – JUDY THROWER & JUDY ARNOLD TO SPEAK TO NEXT STEPS** | General Discussion |
| **ACTIONS** 2 weeks’ notice for meeting attendance* Tosh asked Judy Arnold if the Dept. of Ed could send out any invitations at least 2 weeks in advance.
* Judy Arnold said she will let everyone know.

  List of Committees* Judy Arnold to provide Jenn with a list of committees to Jenn that they want FNECs input on.
* Also, for the next FNEC mtg, can she send the TOR for FNPP.

 Diversity Strategy Committee* Tosh will have a discussion with Judy once she gets back from holiday, to ask her for a description of what this committee will do and what is expected of the members. If it’s different than discussed, Tosh will put a stop to the appointments and come back to this table to let everyone know.
* Invite should be sent out to CELCs. They need to be informed that they need to report back to the FNEC table. Looking for two reps. Give them a week timeline to respond. If a CELC wants to be appointed, they need to have approval/appointment from Chief and Council.
* Give Judy the tentative names once they are received to ensure they have their leadership endorsement.

 Next steps JEAP* Jenn will send an email with the implementation plan to ask FNEC to send out to their community to see if they have any issues with what is on JEAP. If there are any questions from that, they should forward them to Jenn, Geraldine and Robin.

JEAP* Jenn to send an e-mail to Judy to let her know the two new reps – Geraldine & Robin. Remind her that Tuesdays are not a good meeting day for Geraldine.

 Summer Academy* Summer Academy dates are set for last year. Judy Arnold will send Jenn the dates to send around.

SFA* The dept. wanted to know if they could develop a draft recommendation to have the FNs respond to. FNEC thought this was a good idea.

 Request from Judy for FNEC to share the decisions and actions* FNEC will have a discussion about this.

 Briefing Notes Roberta said she will try to attend with Jenn at the next leadership meeting. * Jenn will try to get Line’s report ready for the meeting.
* Update on this meeting.
* Literacy Strategy
* Student Financial Assistance Act Update
* Jenn to send the 2016 Leadership meeting dates to the commission when it’s available.
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| motions | ESW/CELCs in schoolsFNEC recommends that Dept. of Ed through the FNPP arrange for a two day meeting with the CELCs/ESWs from all the communities to discuss the role of the support workers and the expectations with the goal of making recommendations to the FNEC and the Dept. of Education. Ask FNEC Elder to attend also.Mover: Lynn 2nd: Paul JosieAll in favour – Yes. Motion approved. |
| **TAB 6 – Update from members – YFN Leadership direction and going forward (Action Items from last meeting):** | General Discussion |
| **ACTIONS**Literacy Strategy* Need to ask Literacy Coalition to attend an FNEC mtg. They should be invited to discuss how they will be engaging with FNs to spend the 1.2 mil they received for literacy of FNs.

 Contracts* Jenn should extend the dates of the contract to Feb. 15, 2016.
* Send to Tosh and she will review and provide comments.
* Jenn to e-mail the contract to the commission to send out to their community, and post the contract in the Yukon News only. Tosh will talk to Judy Arnold about funding if needed.

Action Items* Rose to e-mail the action items document to Tosh and she will go through it.

SFA* Tosh and Jenn to set up a meeting with Judy Thrower to go over the recommendations to get ready to bring to the next FNEC meeting.
* Place SFA on next meeting agenda.
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| **TAB 9 – Housekeeping** | General Discussion |
| **ACTIONS*** Jenn to send next meeting dates to Commissioners.
* Rose to create minutes and send to co-chairs for approval.
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