



PARTNERS Family Services Inc. Annual General Meeting

June 26, 2018 – 6pm
PARTNERS Family Services
905 5th Avenue Humboldt,
SK



VISION

Caring for People

Bridging Resources

Building Hope

MISSION

We are committed to nurturing positive choices that sustain safe and healthy individuals, families and communities through support, education and partnerships.

VALUES

CARING through compassion and empathy

COMMITTED to safe and healthy individuals and communities

ACCOUNTABLE in taking responsibility for our decisions and actions

RESPECTFULLY treating people with dignity and equality

Monday to Friday 9-4 P: 306-682-4135

www.partnersfamilyservices.ca



Board of Directors as of March 31st, 2018

Andre Kruger - Board Chair

Deborah Bryson-Sarauer – Vice Chair

Jodi Smith – Treasurer

Justin Arendt – Secretary

Paul Kneeshaw – Director

Lori Yaworski – Director

Brenda Shrader - Director

PARTNERS Family Services Staff as of March 31st, 2018

Hayley Kennedy – Executive Director

Emily Britz – Programs Manager

Jessica Weiman – Support Services Coordinator

Crystal Perkins – Family Support Services Coordinator

Jackie Rancourt Otsig – Children Exposed to Violence Social Worker

Teryn Ulriksen – Triple P Coordinator

Sandy English – Office Coordinator

Maureen Poncelet – Bookkeeper

Kathy Seipp – Family Support Worker/Triple P Facilitator

Jamie Thiemann – Family Support Worker

Trina Joa – Maternity Leave



PARTNERS Family Services Inc.

Annual General Meeting

June 20, 2017

6pm

PARTNERS Family Services Office

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Adoption of 2016-17 AGM Minutes
4. Presentation of Audited Financial Statement
5. Chairperson/Board Report
6. Executive Director Report
7. Nominations for Board Membership
8. Discussion
9. Adjournment



PARTNERS Family Services
Minutes for Annual General Meeting
Tuesday, June 20, 2017

Present: Andre Kruger (Chair), Deborah Bryson-Sarauer (Vice Chair), Colleen Lessmeister (Treasurer), Paul Kneeshaw, Corrinne Arnold (Secretary).

Others: Hayley Kennedy (Executive Director), Teryn Ulriksen, Emily Schemenauer, Elaine Loehr, Maureen Poncelet, Jamie Thiemann, Jessica Weiman, Trina Joa, Les Sarauer.

Regrets: Andrew Burgess

1. Call to Order: 6:08 pm

Appoint Corrinne Arnold as secretary for AGM minutes.

2. **Adoption of Agenda** Motion to adopt the Agenda as presented. Moved: Deborah Bryson-Sarauer
Seconded: Colleen Lessmeister: Carried.

3. **Adoption of 2015-16 AGM Minutes** Motion to approve minutes from AGM June 28, 2016. Moved:
Paul Kneeshaw Seconded: Colleen Lessmeister: Carried.

4. **Presentation of Audited Financial Statement** Colleen Lessmeister (Treasurer) made presentation of audited financial statement according to GAAP for non-profits. Motion to accept the financial report as presented. Moved: Colleen Lessmeister Seconded: Deb Bryson-Sarauer: Carried.

5. **Appointment of Auditor** Motion to accept Colleen Bowman as external auditor for the 2017-2018 fiscal year. Moved: Colleen Lessmeister Seconded: Paul Kneeshaw: Carried.

6. **Board of Director's Chairperson Report** - Andre Kruger. Motion to accept verbal and written report as presented. Moved: Corrinne Arnold Seconded: Deborah Bryson-Sarauer: Carried.

7. **Executive Director's Report** - Hayley Kennedy. Motion to accept verbal and written report. Moved: Colleen Lessmeister Seconded: Corrinne Arnold: Carried.

8. **Nominations for Board Membership** - no formal nominations.

9. **Discussion** - Agency Profile has been completed and copy provided at the meeting. From the statistics there is an increased use of PARTNERS due to better awareness of services, increasing need in the community, the slowing economy, more drug use, government service cutbacks, more outreach to ensure clients have access, and increased service capabilities.

10. **Adjournment** Motion to adjourn at 6:56 pm by Deborah Bryson-Sarauer Seconded by Paul Kneeshaw.



Board Chair Report

As we move out of the past 2017/2018 year we can reflect on the following;

The Board added 3 new faces, Jodi Smith from the Financial sector, Justin Arendt from the Horizon School Division as well as Lori Yaworski from the Humboldt City Staff. Jodi Smith is temporary looking after the treasurer duties, Justin is the board Secretary. Currently we have 6 Board Directors and we will be saying farewell to Paul. We will be looking at adding at least 1 possible 2 more members to the Board in the coming year.

We would like to thank Paul for his time and commitment to the organization during his time on the board.

The board will be looking at a new home for Partners Family services in the coming year as we have to look for a building that is client/ worker friendly and has less maintenance issues.

The Board would like to thank Hayley and her staff for the excellent service that they provide to the greater community of Humboldt and area. We look forward to continuing to support the organization through its growth and with a commitment on the long term future and stability of the organization.

Andre Kruger, Board Chair



Executive Director Report

The 2017-18 fiscal year was another successful year for PARTNERS Family Services Inc as the organization focused on its core values of CARING, COMMITTED, ACCOUNTABLE and RESPECTFUL as we continue to work with at risk individuals and families in Humboldt and Area.

The 17-18 fiscal year saw the completion of our third and final year of contracts under the Ministries of Social Services and Justice, and all programs saw an increase of usage by clients for the third consecutive year. Demands for services from our frontline staff continue to outpace both the funding we receive and the volume of work that we can manage. This will be a key area to address in the coming fiscal year to ensure that resources match the demands for service while also ensuring we protect our staff from burnout.

PFS received a second round of funding through the Community Initiatives Fund to continue one satellite site in the community of Wynyard. After a pilot year that saw disappointing usage, we ended our site in Wakaw and doubled the resources in Wynyard where we had excellent usage and established strong relationships within the community and with other service providers. We continue to work in partnership with Saskatchewan Health Authority to ensure that individuals and families in these communities had access to a worker on a drop in or scheduled basis in their home community health clinic one day per week

PFS also secured its first Federal funding contract through Justice Canada. Funded through the Victims Fund, the organization received over \$198,000 in funding over 30 months for the delivery of Children Exposed to Violence Programming. This therapeutic group and individual program is for children and youth 7 years of age and older who have been exposed to some kind of violence in their lives. The goal of the program is to reduce the immediate and current impact of violence on the young person's life, and teach them skills to reduce the incidence of violence in their lives in the future.

In the past fiscal year, the organization continues to be a key member of the Sexual Assault Services of Saskatchewan provincial association, holding the vice-chair position for the organization. Additionally, I hold a position on the Advisory committee for the development of a Sexual Violence Provincial Action Plan, which will develop the province's first comprehensive plan to reduce sexual violence. Through this work, I also hold a position on the Gender Equality Network of Canada – a network of 150 women leaders from across the country. This panel of women will continue to work to develop policy and an action plan to address gender equality on a national level. PFS also sits on the Family Service Saskatchewan Board of Directors, where I hold a position with the Executive. It is through this organization we are able to work with other similar CBOs to ensure the needs of family service organizations are brought forth to government with a collective voice.

In the past year, the organization has worked hard to build strong partnerships with relevant agencies; establish a positive reputation with outside stakeholders; and has continued to build our relationship with our funders. As we look ahead to the next year, our organization will need to focus on creating a succession plan; evaluating our programs for effectiveness against the outcomes we have established; complete a community needs assessment; and find the organization a permanent home. These are not small tasks to take on, and I look forward to tackling these new challenges with the support of the Board of Directors while continuing to provide strong leadership to PFS staff.

Hayley Kennedy, Executive Director



Programs Manager Report

The Programs Manager position is new to PARTNERS Family Services as of November, 2017. It was created as a result of our unique staff circumstances within the agency. The Programs Manager coordinates all day to day interactions and services at PFS, while the Executive Director continues holding signing authority and maintaining PFS contracts and finances. While this has been a learning process and somewhat challenging at times, we have found this to be what works best for us at this time and stage of development.

Part of the Programs Manager role is to oversee the interaction of all programs at PFS as well as maintain community connections. I have facilitated various presentations, including Life Skills Programming, Children Exposed to Violence parent information session, general information on PFS services as well as sessions on Healthy Relationships and Indicators of Neglect and Abuse. We will continue to provide these presentations at request. A large amount of time in this role is dedicated to supporting the Support Services Coordinator by providing regular consultation and accompaniment on calls out in the community.

This role also oversees the Outreach program, which included pilot office spaces in the Wakaw and Wynyard communities in order to be more accessible to those communities on the far outskirts of our service area. While the Wakaw office did not see much usage and was discontinued in May of 2017, the Wynyard space continues to thrive and be accessed regularly by those community members for support. We remain mobile and available to all communities within our 100km service zone as needed.

Our agency has continued to expand over the past year, with additional growth to come. We look forward to continuing to develop in best practices and services by having our staff attend conferences, training and workshops relevant to their roles. We remain dedicated to hiring qualified individuals with a strong commitment to our community.

Emily Britz, BSW, RSW Programs Manager



Family Support Programs Report

In response to the challenges of maintaining a Triple P Coordinator, the Triple P Program was brought under the direction of the Family Support Coordinator at the end of the fiscal year to ensure continuity in the program and ensure contract obligations with the Ministry Of Social Services were met. Since this change was brought in, Triple P is a more stable program and able to provide more one to one service. Triple P continues to be well received in the smaller rural communities; however, due to a lack of updating by Triple P International, the programming is becoming stale. Despite these challenges, PFS continues to be one of the leading Triple P programs in the province, and will train additional workers in the upcoming fiscal year. Additionally, PFS will offer new levels of programming including Teen Triple P. PFS looks forward to finding new audiences to reach in the upcoming fiscal year, as well as establishing new relationships with other organizations that see parents on a regular basis – examples include Population and Public Health, Early Years Branch, child care centres, etc.

The Family Support Program workers provide support to families with identified needs including basic life skills and routine parenting strategies to encourage a healthy home environment. Our Family Support Workers work with families in the home and community to achieve desired outcomes.

Family Support Services include:

- In-home family support, where staff offer a hands on approach to problem solving.
- Supervised visits, which take place in our office or community setting when deemed necessary by the Ministry of Social Services.
- The Family Support Program provides services to Ministry clients and Diversion (prevention) clients. Referrals come through self-referrals, the Ministry, other human service agencies or Community Based Services.

It is the responsibility of the Family Support Coordinator to provide monthly statistical reports to the Ministry of Social Services providing details of family support hours, expenses, kilometers covered and contract hours. The program was extremely successful in 2017 to the point of exceeding our budget and going over our 3,000 hours target, successfully completing 104% of the contract target hours.

The Family Support Program currently employs 3 Family Support Workers on a full/part time basis equaling 60 hours a week of in home support.

Crystal Perkins, Family Support Programs Coordinator



Prevention and Support Program Report

The Support Services Program is funded by the Ministry of Justice Interpersonal Violence and Abuse program and the Ministry of Social Services Counselling, Support and Education program. Through this branch of the organization, PARTNERS offers supports for those experiencing, or at risk of experiencing, interpersonal violence, as well as resources and assistance for individuals in the areas of family dynamics, housing, food security, mental health, addictions, emergency supplies, assistance with crisis situations and safety planning. This involves seeing individuals on a walk-in basis, answering intake calls or attending out in the community and surrounding communities. These calls that involve the coordinator going out in the community are often risky situations. This requires a second worker for safety. The support services coordinator draws support from the programs manager or youth counsellor if available to attend these calls. By having these services available, we are able to offer immediate assistance as needed for crisis response, as well as ongoing counselling, referrals to other agencies, service coordination and advocacy for individuals seeking services through multiple programs. The Prevention and Support Program has seen a high volume of intakes over the past year. We have received intakes from RCMP, Victim Services, Hospital, Home care, School and other community agencies and members. We continue to try and find solutions for our clients with the limited resources in our community. This past year, there has been a high number of transient clients that have dropped in or called. This is a barrier for the coordinator to find the client somewhere to stay as there is no shelter in the surrounding area nor can this position transport someone if they are not in a domestic violence situation. We have had to be creative with solutions for housing crisis often supported by the Bella Vista in these situations. Through this increase in client intakes, we are still doing shelter transports for individuals as well as families involved in domestic violence situations. This position has also taken on an ongoing counselling role, which has been a great need in our community. The ongoing counselling has been more accessible for clients. We have seen the benefit of being available for walk-in clients to meet the needs of where the client is at.

The Support Services program saw an increase in the amount of outreach work done in smaller communities due an increasing emphasis on “meeting clients where they’re at” both emotionally and physically. Travel is a barrier to accessing services for many rural clients and we are pleased to be able to bridge this gap for people needing services. Through this outreach work we have been able to make many valuable connections with community members and have improved efficiency of service. This Support Services Coordinator oversees the youth counselling role at PFS. This involves partnering with the youth counsellor to facilitate the Children Exposed to Violence Program. This position helped facilitate the parent information session for the program that the parents were required to attend. It was very beneficial to have two workers available for the program due to the high needs of children that were involved.

The Support Services Coordinator over saw two university students. This was a positive experience, however, this required more time and support for the Coordinator to be available to them. Along with the students, this position facilitated many presentations requested by different communities. This position was heavily involved in the Life Skills program in Punnichy funded through Carlton Trail Regional Collage.



Over the past year, the Prevention and Support Services Coordinator has seen a consistent increase both in client numbers, as well as the complexity of the needs of the people who come through our doors. We look forward to being able to grow with this ever-increasing demand for service and continuing to work with individuals and families to support safe and healthy communities.

Jessica Weiman, BSW, RSW Prevention and Support Services Coordinator



Children Exposed to Violence (CEV) Program

PARTNERS Family Services Inc has been delivering the Children Exposed to Violence program in Humboldt and Area, as funded by Justice Canada since September 2017.

This therapeutic group and individual programming has focused on working with children 7 to 14 years of age who have been exposed to interpersonal violence. This may include exposure to family violence (including domestic disharmony, physical violence, verbal violence, etc), dating or peer violence, bullying, etc. Children may be referred to programming via parents, child protection workers, teachers, physicians, etc, with priority for services given to children on an active investigation of ongoing child protection caseload.

It is delivered by two Registered Social Workers and the 6-week group program focuses on: identifying and understanding feelings, the cycle of violence, understanding and managing anger, conflict resolution, safety planning, self-esteem and healthy relationship dynamics. Group participants who may require additional support are then referred to individual Children Exposed to Violence counselling services, or referred to a mental health clinician if required.

Individual counselling services will also be available to youth 14 to 24 years who have experienced interpersonal violence. Services aim to be solution focused and short term, with the goal of assisting youth in identifying personal strengths, engaging in healthy relationships and identifying and engaging positive familial or community supports.

Parents of all participants under 18 in either group or individual programming are required to attend a 2-hour information session on the impacts of family violence on children and family units. This information session focuses on exploring the cycle of violence; the emotional, physical, mental and social impacts of family violence on children and youth; and parental responsibility to protect children from domestic violence.

From September 2017 to the end of the fiscal year, we completed one group program and just started a second group. Both of these groups took place in Humboldt, Sk but had children attend from 4 additional communities. We had a total of 14 children attend the group program. Additionally, we did individual CEV counselling with 6 children.

As we look ahead to the 2018-2019 fiscal year, we plan on facilitating this program in other communities within our service zone. Ideally, we would like to see if we could also facilitate a group in a classroom environment.

Jackie Rancourt Otsig, BSW, RSW Children Exposed to Violence Social Worker

CLIENTS Section A		Female #	Male #	Total	Cultural Status	Total
ADULT (18 years +)	3523	1372	4895	Aboriginal	467	
YOUTH (12-17 years)	131	94	225	Caucasian	4282	
Children (under 12 years)	118	118	236	Immigrant	126	
Unknown	2297	2297	2297	Unknown	2843	
TOTAL	6069	1584	7653	TOTAL	7718	

Referred To:

Referred To:

Financial	10	Internal / PARTNERS F.S.	635
Legal	37	School	7
Police	66	Counsellor	172
Housing	48	Public Health	10
Shelter	64	Hospital/Doctor	45
Childcare	2	Mental Health	48
Sexual Assault Services	0	Addiction Services	12
Food Bank	30	Victim Services	28
Non-profit/Other	34	Crisis Line	8
Programming	14	Child Protection - S.S.	78
Triple P	43	Income Support - S.S.	121
Kids Sport/Jumpstart	9	Other (Specify)	28
CEV Program	29		1192
Monthly Total	386		1578

Staff Activities: Section C		CONTACTS: Section D	
Case Conferences	7	Telephone	2155
Training	25	Office Appointment	428
Meetings	46	Email	2839
Public Education/Presentations	19	Walk-in	1869
Media Contacts	28	Home	267
Other (Specify)	9	Other In-Person Contact	250
		Accompaniment	11
Total	134	Total	7816

Crisis Intervention/Counselling	314	Outreach	7
Social Services Admin.	897	Sexual Assault/Abuse	7
Assist with paperwork/Personal Fax	486	Safety Planning	35
Community Contact	806	Transportation-General	21
Advocacy	14	Transportation-Shelter/safe place	44
Family Violence / IVA Support	90	Emergency Supplies/Food	41
Follow-Up	356	Phone Use Out/in	210
Information/Referral	3685	Kids Sport/JumpStart	24
Programming	1002	Other Services (specify)	13
Youth Counselling	139	Christmas Cheer	40
Total	7650	Total	442

SERVICES : Section E

PARTNERS FAMILY SERVICES INC.

Financial Statements

Year Ended March 31, 2018

PARTNERS FAMILY SERVICES INC.

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Year Ended March 31, 2018

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The financial statements of Partners Family Services Inc. have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

The integrity and reliability of Partners Family Services Inc. 's reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The Board of Directors is responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Board carries out this responsibility principally through its Audit Committee. The Audit Committee is appointed by the Board and meets periodically with management and the shareholders' auditors to review significant accounting, reporting and internal control matters. Following its review of the financial statements and discussions with the auditors, the Audit Committee reports to the Board of Directors prior to its approval of the financial statements. The Committee also considers, for review by the Board and approval by the shareholders, the engagement or re-appointment of the external auditors.

The financial statements have been audited on behalf of the shareholders by Coleen Bowman CPA Prof Corp , in accordance with Canadian accounting standards for not-for-profit organizations.

Andre Kruger, Chairperson

Hayley Kennedy, Executive Director

Humboldt, SK
June 12, 2018

INDEPENDENT AUDITOR'S REPORT

To the Members of Partners Family Services Inc.

I have audited the accompanying financial statements of Partners Family Services Inc., which comprise the statement of financial position as at March 31, 2018 and the statements of operations and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

Basis for Qualified Opinion

In common with many not-for-profit organizations, Partners Family Services Inc. derives revenue from fundraising activities the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of Partners Family Services Inc. Therefore, I was not able to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenses, and cash flows from operations for the year ended March 31, 2018, current assets and net assets as at March 31, 2018.

Qualified Opinion

(continues)

Independent Auditor's Report to the Members of Partners Family Services Inc. *(continued)*

In my opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Partners Family Services Inc. as at March 31, 2018 and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Humboldt, SK
June 12, 2018


CHARTERED PROFESSIONAL ACCOUNTANT

Partner Family Services Inc.
Statement of Financial Position
As at March 31, 2018

	2018	2017	2018	2017	2018	2017	2018	2017
	Core Operating Fund		Internally Restricted Fund		Externally Restricted Fund		Total	
ASSETS								
CURRENT								
Cash	\$ 212,778	\$ 180,445	\$ 78,428	\$ 70,620	\$ 99,213	\$ 110,168	\$ 390,419	\$ 361,233
Accounts Receivable	7,097	2,000	-	-	-	-	7,097	2,000
Goods and Services Tax recoverable	1,266	1,434	-	-	-	-	1,266	1,434
Prepaid Expenses	2,888	-	-	-	-	-	2,888	-
	224,029	183,879	78,428	70,620	99,213	110,168	401,670	364,667
	913	1,192	-	-	-	-	913	1,192
TANGIBLE CAPITAL ASSETS (Note 3)								
	\$ 224,942	\$ 185,071	\$ 78,428	\$ 70,620	\$ 99,213	\$ 110,168	\$ 402,583	\$ 365,859
LIABILITIES AND NET ASSETS								
CURRENT								
Accounts payable	\$ 2,896	\$ 2,147	\$ -	\$ -	\$ -	\$ -	\$ 2,896	\$ 2,147
Government Funding repayable (Note 4)	-	-	-	-	54,932	73,549	54,932	73,549
Vacation payable	5,659	5,751	-	-	-	-	5,659	5,751
Employee deductions payable	8,393	5,127	-	-	-	-	8,393	5,127
Deferred Revenue (Note 5)	-	-	25,145	16,794	44,281	36,619	69,426	53,413
	16,948	13,025	25,145	16,794	99,213	110,168	141,306	139,987
NET ASSETS								
Net Assets, start of year	\$ 172,046	\$ 145,850	\$ 53,826	\$ 53,826	-	-	\$ 225,872	\$ 199,676
Excess of Revenue over Expenses	35,035	26,196	370	-	-	-	35,405	26,196
Interfund transfers-Internal Reserves	19	-	(19)	-	-	-	-	-
Interfund transfers-Aurora	893	-	(893)	-	-	-	-	-
Approved retention of Government Funding Repayable-utilized	4,000	-	-	-	(4,000)	-	-	-
Interfund transfers-External Reserves	(4,000)	-	-	-	4,000	-	-	-
Net Assets, end of year	207,993	172,046	53,284	53,826	-	-	261,277	225,872
	\$ 224,942	\$ 185,071	\$ 78,428	\$ 70,620	\$ 99,213	\$ 110,168	\$ 402,583	\$ 365,859

See accompanying notes

Approved by the Board

Director

Director

**Partner Family Services Inc.
Statement of Operations
As at March 31, 2018**

	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	Total
	Core Services		MSS - Family Support		MSS - Diversion		MSS - Counselling, Support and Education		MSS - Leadership		Justice - Partnership Innovation Program		Justice - Family Violence Outreach		Total
Revenues	\$ 36,927	\$ 30,712	\$ 65,018	\$ 66,335	\$ 107,751	\$ 66,714	\$ 40,596	\$ 100,523	\$ 99,520	\$ 40,870	\$ 45,248	\$ 46,694	\$ 50,223	\$ 48,416	\$ 485,505
Program Revenue	40,125	42,870	-	-	-	-	-	-	-	-	-	-	-	-	40,125
Donations and grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Workshop and other program revenue	9,586	2,361	-	-	-	-	-	-	-	-	-	-	-	-	9,586
Fundraising	-	1,537	-	-	-	-	-	-	-	-	-	-	-	-	1,537
Rental	16,055	16,820	-	-	-	-	-	-	-	-	-	-	-	-	16,055
Memberships	-	100	-	-	-	-	-	-	-	-	-	-	-	-	100
Investment income	487	321	-	-	-	-	-	-	-	-	-	-	-	-	487
	\$ 103,180	\$ 94,721	\$ 65,018	\$ 66,335	\$ 107,751	\$ 66,714	\$ 37,500	\$ 100,523	\$ 99,520	\$ 40,870	\$ 45,248	\$ 46,694	\$ 50,223	\$ 48,416	\$ 551,758
Expenses	526	549	199	359	-	-	-	-	56	-	317	-	778	734	1,504
Advertising	277	369	-	-	-	-	-	-	-	-	-	-	-	-	277
Amortization	351	2,139	-	-	-	-	-	-	-	-	-	-	-	-	351
Fundraising	28	8,198	-	-	-	-	-	-	-	-	-	300	-	-	328
Governance	1,709	1,289	900	-	713	884	1,076	1,802	1,258	-	-	8	350	345	6,559
Insurance	227	214	-	-	-	-	-	-	-	-	-	-	-	-	4,224
Interest and bank charges	360	493	-	-	-	-	-	-	-	-	-	-	-	-	227
Memberships	4,053	1,742	447	-	-	-	-	103	-	-	-	360	550	600	1,373
Office equipment	4,288	4,000	2,149	917	1,497	1,529	861	902	802	60	421	3,757	379	393	4,500
Office and computer	2,164	2,149	600	600	-	-	-	1,320	1,320	-	-	-	500	500	1,742
Professional fees	6,692	5,651	1,945	2,849	3,076	4,283	511	383	310	298	179	2,099	1,024	921	4,584
Program expenses	18,288	17,699	10,300	10,136	3,000	6,075	2,100	10,830	11,954	237	-	5,258	5,729	6,568	15,999
Rent	638	689	1,140	1,030	1,883	2,012	1,165	2,024	2,258	-	-	515	308	361	55,842
Telephone	5,195	6,429	986	2,238	14,467	9,315	1,898	819	1,652	82	-	641	1,757	1,601	7,906
Travel and meals	323	3,680	-	-	835	1,088	587	-	943	403	-	836	1,582	924	23,664
Training, education, and materials	-	269	116	-	333	471	270	8,486	7,408	-	-	-	405	414	5,890
Utilities	22,665	12,968	46,237	47,977	81,946	41,058	29,022	72,560	71,557	39,871	44,249	32,820	36,861	35,054	9,610
Wages and benefits	\$ 67,785	\$ 68,524	\$ 65,018	\$ 66,335	\$ 107,751	\$ 66,714	\$ 37,490	\$ 100,524	\$ 99,518	\$ 40,869	\$ 45,248	\$ 46,694	\$ 50,223	\$ 48,415	\$ 516,353
	\$ 35,393	\$ 26,197	\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,405
Excess of revenues over expenses															\$ 26,200

MSS - stands for Ministry of Social Services
Justice - stands for Ministry of Justice

See accompanying notes

Coleen Bowman
Chartered Professional Accountant
Professional Corporation

PARTNERS FAMILY SERVICES INC.

Statement of Cash Flow
Year Ended March 31, 2018

	2018	2017
OPERATING ACTIVITIES		
Cash receipts from customers	\$ 545,801	\$ 461,642
Cash paid to suppliers and employees	(517,043)	(404,740)
Interest received	487	321
Interest paid	(227)	(214)
Goods and services tax	169	(905)
INCREASE IN CASH FLOW	29,187	56,104
Cash - beginning of year	361,232	305,128
CASH - END OF YEAR	\$ 390,419	\$ 361,232
CASH CONSISTS OF:		
Cash - Operations	\$ 285,719	\$ 280,351
Restricted cash	104,700	80,881
	\$ 390,419	\$ 361,232

See notes to financial statements

PARTNERS FAMILY SERVICES INC.

Notes to Financial Statements

Year Ended March 31, 2018

1. PURPOSE OF THE ORGANIZATION

Partners Family Services Inc. (the "Organization") is a not-for-profit organization incorporated provincially under the Non-profit Corporations Act of Saskatchewan. As a registered charity, the Organization is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The Organization operates to provide support for individuals and families in order to build a healthy community within Saskatchewan.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO). Canadian accounting standards for not-for-profit organizations are part of Canadian GAAP.

Fund accounting

Partners Family Services Inc. follows the Restricted Fund method of accounting for contributions.

Revenues and expenses related to non-government program delivery and administrative activities are reported in the Core Operating Fund.

The Internally-Restricted Fund relates to excess funding from the Aurora Project and a Reserve savings account intended for future capital and specified operating expenses.

The Externally Restricted Fund reports excess revenue from the Ministry of Social Services and the Ministry of Justice funded contracts. Contract funding received in excess of government-approved expenditures in any year is removed from income and recorded in the Government Funding Repayable account until repaid. Upon approval by the Ministry, a portion of the repayable funding can be retained but the funding remains restricted until the Ministry approves of the use.

Revenue recognition

Unrestricted program and workshop contributions in the Core Services Fund relate to internally-managed projects. Revenue is recognized in the year in which the related expenses are incurred. Excess funding is recorded as deferred revenue in the Internally Restricted Fund until the related program expenses are incurred.

Donations are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. No in-kind donations were received in 2017 (\$1,121 in 2016).

Fundraising revenue and expenditures are classified as deferred revenue or prepaid expenses until the related event occurs.

Rental revenue occurs from sharing excess building space with other non-profit organizations and individuals.

Restricted government program contributions are recognized as revenue in the year in which the related expenses are incurred in respect to project contracts. Excess funding received during the year is transferred to the Government Funding Repayable account until expenses are incurred or it is deemed to be refunded.

(continues)

PARTNERS FAMILY SERVICES INC.

Notes to Financial Statements

Year Ended March 31, 2018

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are savings accounts in which interest revenue is recorded as incurred. Separate savings accounts are maintained for each fund.

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives on a declining balance basis at the following rates and methods:

Computer equipment	30%
Office equipment	20%

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Financial Instruments

Financial instruments are cash, savings, accounts receivable and accounts payable, are initially recorded at fair value and subsequently measured at amortized cost.

Allocation of expenses

The Organization allocated expenses based on approved amounts in the Ministry contracts. Other expenses incurred for core services and internally-managed projects are allocated to Core Services by appropriate expense category.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

3. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2018 Net book value	2017 Net book value
Equipment	\$ 5,936	\$ 5,301	\$ 635	\$ 794
Computer equipment	10,369	10,091	278	397
	\$ 16,305	\$ 15,392	\$ 913	\$ 1,191

PARTNERS FAMILY SERVICES INC.

Notes to Financial Statements

Year Ended March 31, 2018

4. GOVERNMENT FUNDING REPAYABLE

Advances from the Ministry of Social Services and the Ministry of Justice for approved contracts have been in excess of related expenditures during the current year. Overpaid amounts are required to be refunded and are reclassified to the Government Funding Repayable account as follows:

	<u>2018</u>	<u>2017</u>
Social Services - Family Support	\$21,107	\$57,139
Social Services - Diversion	\$ 3,452	\$ 345
Social Services - Triple P Program	\$14,278	\$ 6,480
Social Services - Counselling Support and Education	\$ 4,372	\$ 5,376
Social Services - Leadership	\$ 6,531	\$ 2,155
Justice - Family Violence Outreach	<u>\$ 2,901</u>	<u>\$ 2,054</u>
Total	\$54,943	\$73,549

5. DEFERRED REVENUE

Deferred revenue consists of income received from internally managed programs in which the event or program occurs subsequent to year end. Amounts are transferred to revenue to match the related expenditures when the expenditure occurs.

6. FINANCIAL INSTRUMENTS

The Organization is exposed to various risks through its financial instruments and has a risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Organization's risk exposure and concentration as of March 31, 2018.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Organization is exposed to credit risk from customers and from government funding. In order to reduce its credit risk, the Organization reviews a customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Organization has a significant number of customers which minimizes concentration of credit risk.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Organization is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, long-term debt, obligations under capital leases, contributions to the pension plan, and accounts payable.

7. ECONOMIC DEPENDENCE

The Organization completes approximately 84% (78% in 2017) of its services with two funding agencies, the Ministry of Social Services and Ministry of Justice (Government of Saskatchewan). Should the Government substantially change its dealings with the Organization, management is of the opinion that continued viable operations would be doubtful. Additional reserves are being set aside to reduce the reliance on the Government departments, although the work performed with these departments forms the basis of the Organization.
