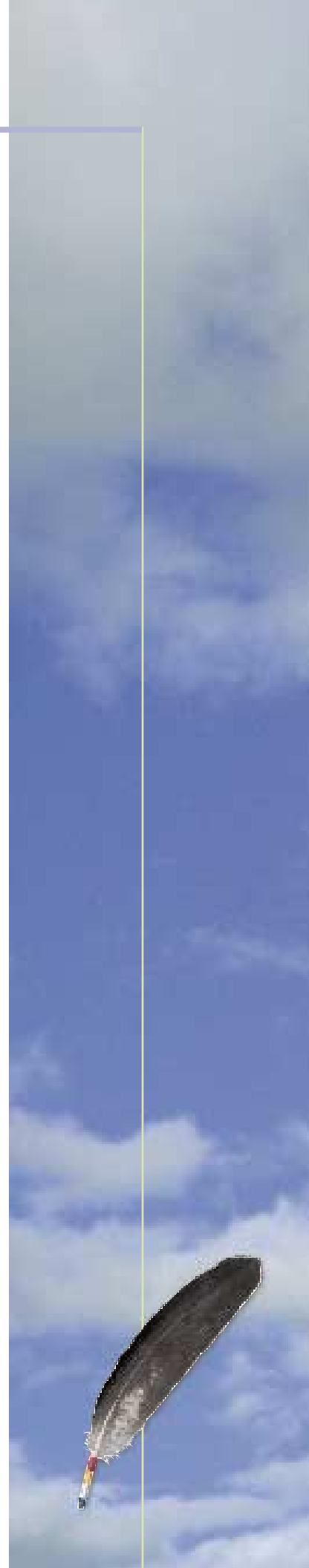


Oteenow Employment and Training Society

Annual Report 1999-2000



Preparing First Nations people today for employment tomorrow...



The history of labour market initiatives with **First Nations** goes back to the days of *Pathways to Success, and Regional Bilateral Agreements*.

With the new Aboriginal Human Resource Development Agreements, **Treaty 6** (Alberta) and **Treaty 8** (Alberta) have recognized the need to create a First Nation partnership in Edmonton; this allowed the "pooling" of resources and consequently for a more effective service delivery

mechanism.

Effective April 1, 1999, a new First Nations Board assumed responsibility for employment and training programs for First Nations people in Edmonton.

The Oteenow Employment & Training Society, is a federally funded initiative of Human Resources Development Canada.

Vision

Healthy, independent and employed First Nations people in the Edmonton metropolitan area.

Mission Statement

The Oteenow Employment and Training Society will provide human resource development programs and services in the Edmonton metropolitan area to enable them to become self-reliant and subsequently lead productive lives.

Dedication

"A human being who has a vision is not able to use the power of it until after they have performed this vision on earth for people to see." Black Elk, Spiritual Advisor to the Oglala Sioux, 1930



Nov 2, 1948 – March 3, 2000

The late Jeff Keto worked extremely hard to develop this Society with a transition team comprised of technicians from Treaty 6 and Treaty 8.

His dedication and commitment was invaluable to Oteenow during its inception. Jeff had an amazing ability to see the bigger picture, to look beyond the present.

He could convince anyone that with hard work and consistency any vision could be realized.

We are deeply saddened at Jeff's untimely departure. Our Board of Directors dedicate this annual report to Jeff Keto's memory.

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BOARD OF DIRECTORS

Henry Arcand
Norman Calliou
Jim Badger
Kathleen Laboucan

STAFF

EXECUTIVE DIRECTOR
RHONDA LABOUCAN

MARKETING &
COMMUNICATIONS DIRECTOR
CLAYTON KOOTENAY

LABOUR MARKET PROGRAM
DIRECTOR
PAULETTE NEIGEL

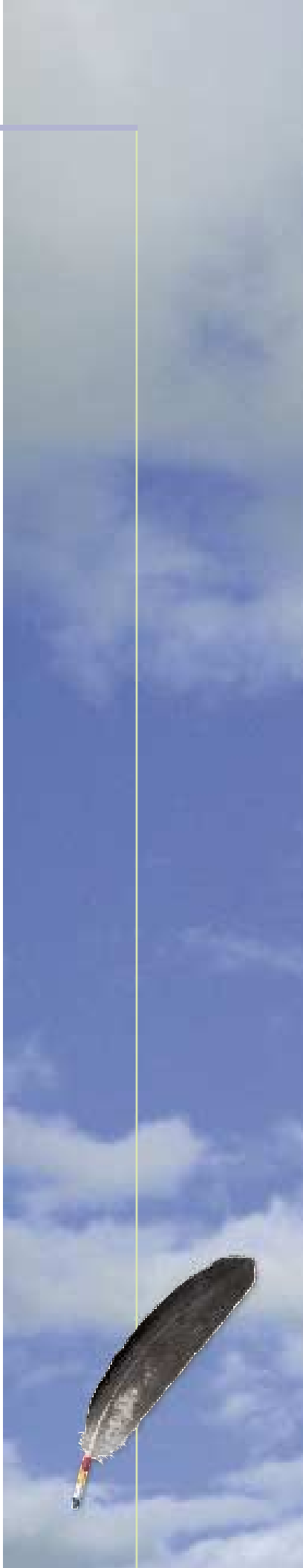
LABOUR MARKET PROGRAM
DIRECTOR
VICTOR A. HORSEMAN

FUNDING OFFICER
PRISCILLA BELCOURT

FUNDING OFFICER
ANITA MAKOKIS

FINANCIAL OFFICER
MARY GABRIEL

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Acknowledgements

There were a number of key people and organizations that provided insight, guidance and positive feedback to the development of the Oteenow Employment and Training society. We feel it is important to mention their contribution.

The Confederacy of Treaty 6 First Nations identified **Chief Wilson Bearhead** as the Oteenow portfolio holder from Treaty 6. He provided the society with valuable advice, insight and reassurance during tenuous periods.

Chief James Ahnassay was appointed as the Employment Training portfolio holder from Treaty 8 First Nations of Alberta. His extensive experience and knowledge brings an added value to the Oteenow Employment and Training Society.

Our Board of Directors, **Henry Arcand, Jim Badger, Kathleen Laboucan** and **Norman Calliou**, have provided our administration with tasks, directives and challenges throughout the fiscal year. Building on their respective strengths and areas of expertise, they have worked together

as a governing body to oversee the administration of Oteenow. Their numerous contacts and determination to create partnerships was critical to Oteenow and the direction we followed this fiscal year. The Board's commitment and ambition influenced our administration to exceed beyond expectation. The Board provided insight about labour market programming and provided staff with innovative ideas for potential partnerships and projects.

We would like to thank **Human Resource Development Canada**, and particularly **Bonnie Huculuk** of the Partnership Secretariat. She brought years of experience from the Regional Bilateral Agreements (RBAs) to guide Oteenow's administration, relative to our accountability framework. Bonnie's enthusiasm as well as her consistency in ensuring we were meeting the requirements of the agreement played a key role in the success of our first year. Bonnie Huculuk's contribution to Oteenow is acknowledged and appreciated.

The various **proponents** we have worked with over the year have also contributed a great deal to our organization. Their commitment to urban labour market programming for First Nations and willingness to work with us serve to reinforce Oteenow's mandate.

The **clients** and **participants** themselves have demonstrated commitment to their own career development goals and aspirations. We have been very impressed with the level of commitment and enthusiasm shown by clients in their efforts to enhance their prospects for meaningful employment for the betterment of their families and themselves.

AY-AY



Chief Ahnassay's Message



As the Chief appointed to the Employment and Training portfolio for Treaty 8 First Nations of Alberta, I would like to take this opportunity to acknowledge the hard work, dedication and commitment that the Oteenow administration and Board has

demonstrated in this, their first year of their Aboriginal Human Resource Development Agreement.

When Treaty 8 First Nations of Alberta and the Confederacy of Treaty 6 First Nations resolved to create the Oteenow Employment and Training Society the goal was to reduce duplication between what was then two First Nation Human Resource Development boards within the City of Edmonton.

Further, there was a need to eliminate client and stakeholder confusion about priorities, process and

application criteria. The Oteenow Employment and Training Society developed one standard for potential service providers and clients in Edmonton. Oteenow attained its goal by maximizing the resources brought by both Treaty areas to the society.

With the needs of our people in the forefront, Treaty 8 First Nations of Alberta encourages and supports the Oteenow Employment and Training Society in continuing with the new path they have created for labour market programs and services in the City of Edmonton for our First Nations People.

Chief James Ahnassay

Employment and Training Portfolio
Treaty 8 First Nations of Alberta

Chief Bearhead's Message



The history of labour market initiatives with First Nations originated with Pathways to Success and the Regional Bilateral Agreements (RBAs). With the Aboriginal Human Resource Development Agreements (AHRDAs), Treaty Six and Treaty

Eight recognized the need to create a First Nations Partnership to address the employment and training needs of the urban First Nations clients.

As the Treaty Six Chief designated with the responsibility of overseeing labour market programming, the task has been challenging. In our community it takes a lot of effort, patience and unrelenting commitment to the redesign and implementation of services for our First Nation community in the urban area.

Under the umbrella of **Oteenow Employment and Training Society**, our task is two-fold:

First, we are committed to furthering active First Nation participation in the labour market sector through lobbying efforts;

Second, we are committed to the provision of governance and management to develop urban resources to

implement labour market programs and services for the benefit of First Nations Members in the Edmonton Metropolitan area.

The year 1999-2000 will be remembered as the year marked by the confirmation of our organization's mission and values and by organizational change to embrace the future.

The Board of Directors is to be commended on their vision, dedication and leadership role in directing employment programs and initiatives for our community. I would also like to thank the staff of Oteenow for their energy, commitment and hard work in this rewarding year of transition.

We have successfully developed a plan to generate labour market initiatives and create employment opportunities for our First Nations members. At the same time, Oteenow is actively engaged in the redesign and development of a proactive strategic plan that will guide our activities into the new millennium.

Chief Wilson Bearhead

Spokeschief
Confederacy of Treaty 6
First Nations



Oteenow Employment Training Society

Board of Directors

Tansi:

The Board of the Oteenow Training & Employment Society are pleased to present to you our annual report for 1999 – 00. During our first full year of operations we were mandated the challenge of building the organization from the ground up and as well to design and deliver programs and services to First Nation clients residing in Edmonton. We now have a full compliment of professional staff capable of delivering the programs and services called for in our 5-year AHRDA Aboriginal Human Resource Development Agreement.

The Board of Directors and management understands that to be successful in addressing the employment and training needs of First Nation members we need to work in partnership with the Business community, service agencies, and Federal / provincial departments.

The Board follows the 4 pillars of accountability to manage the contribution agreement. The First pillar is Business planning and targeting specific measures and identifies partners who would assist us to achieve our measurable objectives. The second pillar is results management where we are able to measure and monitor results on a quarterly basis to determine the effectiveness of certain initiatives and make adjustments as necessary. The third pillar is the audit process to determine the effectiveness of internal controls and financial management. The fourth pillar is the evaluation process which determines the organizations ability to deliver the AHRDA based on program agreement requirements and suggests improvements.

In closing the Board of Directors appreciates the continued support of Treaty Six and Treaty Eight Chiefs. We will endeavor to deliver results and show that First Nation partnership organizations can provide quality effective services to our First Nation members.

Yours truly,



Henry Arcand
Chairman,
Oteenow Training &
Employment
Board of Directors.



Henry Arcand
Chairman



Norm Calliou
Director



Jim Badger
Director



Kathleen Laboucan
Director

Staff and administrative report

The Oteenow Employment and Training Society's administration became fully operational in the fall of last year. Oteenow began with three core staff who transferred as a result of an amalgamation of the Treaty 6 and Treaty 8 Urban Labour Market delivery agencies in April of 1999. In Mid-July, Oteenow hired an Executive Director and hired two more staff in August. We recently added another two staff members for a total of eight.

Our mandate is to provide governance and management of First Nation's urban resources to implement labour market programs and services for the benefit of First Nation members residing in the Edmonton metropolitan area.

During the first quarter there was minimal programming activity due to the lack of administrative capacity. Within the second half of quarter two Oteenow became fully staffed and was tasked with a series of responsibilities that would eventually lay the foundation of the organization. Under the direction of the Executive Director, the staff conducted an organizational review, created job descriptions, developed personnel, financial, governance and program policies and procedures for the Board of Directors to review and approve. During the course of two in-depth organizational planning sessions, the first in August and the second in February, our Board of Directors finalized these core elements of our administration.

It was a challenge to lay the foundation for our internal administration as well as develop the programs and services under the Aboriginal Human Resource Development Agreement (AHRDA). Our activities involved identifying gaps in services, reviewing our accomplishments to date, and identifying a course of action in relation to our strategic plan developed by the Staff and Board of Directors.

During our last quarter we were provided with an opportunity to participate in a self-evaluation. When Human Resource Development Canada first approached our Executive Director, there was apprehension due to the fact that we were only operational for nine months. Upon further contemplation, however, we acknowledged that it was an opportunity for our organization to review our accomplishments as well as identify potential gaps in our programs and services. It would serve as an effective tool to evaluate our organizational strengths and weaknesses. The results could be utilized in our annual planning cycle to develop specific strategies in the assessment dimensions such as intervention, socio-economic integration, partnering, administration and accountability. Once we agreed to participate we were extremely pleased with the results. The exercise proved that our organization has the ability to plan, partner, administer and be accountable.



L to R Back row: Mary Gabriel, Clayton Kootenay, Paulette Neigel, Victor Horseman Front row: Priscilla Belcourt, Rhonda Laboucan, Anita Makokis

It was a year filled with change and lots of hard work. However, the rewards were numerous, built from a strong sense of accomplishment and the positive feedback we received from the funders, stakeholders, Board of Directors, service providers and our customers, the clients. This reinforces our purpose and renews our commitment to our mandate.

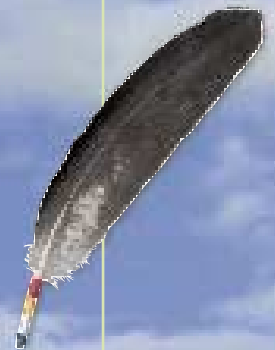
As this will be our first opportunity to present our annual report, we are looking forward to continued feedback from community members who have an interest in the future of this organization. With this input and support, Oteenow will be able to make great accomplishments that will impact on strengthening our foothold in the labour market for our First Nations clients by the end of our five-year agreement.

With the ongoing guidance from our Board of Directors and careful strategic planning, our organization will continue to meet its annual goals and objectives. As our slogan states, The Oteenow Employment and Training Society will continue to prepare our First Nations people today for employment tomorrow.

Rhonda Laboucan

Rhonda Laboucan

Executive Director
Oteenow Employment & Training Society



Section I

Labour Market Programs

A) Targeted Wage Subsidies (TWS)

This program assists participants who are experiencing difficulties accessing employment due to barriers such as lack of work experience. For instance, individuals who have been without a job for quite some time and workers who have a disability can benefit from some on-the-job experience.

Under this program, Oteenow subsidizes the wages of an employee to give the employer an incentive to hire an individual that he/she otherwise might not consider for employment. The subsidy is not to be used for workers who require skills training because the employer is not expected to have to provide extensive training before the worker becomes productive. The focus of the subsidy is on removing barriers and providing opportunities.

When developing Targeted Wage Subsidy agreements, emphasis is on the opportunity for long-term employment with the employer, the quality of work experience, and how well it relates to the career goals of the participant. The skills that the participant acquires through participating on a Targeted Wage Subsidy must be transferable skills that increase the ability of the participant to market themselves successfully, and increase their long-term ability to find and keep a job.

B) Self Employment Assistance (SEA)

Recent planning discussions have reflected on the need to design a Self Employment Assistance Program which would complement the Urban Business Development Centre (BDC) arrangements in Edmonton. The overarching purpose of the program would be the achievement of self-employment. Strategically, the program avoids the effects of systemic and other forms of discrimination evident in the hiring practices of many businesses.

Self Employment Assistance targets individuals (not companies) who are interested in, and able to pursue, self-employment. The program is not for the individual who does not meet the profile of an entrepreneur.

C) Job Creation Partnerships (JCP)

The overall objective of the Job Creation Partnership Program is to assist unemployed individuals obtain work through supporting work experience and labour market development activities that are in line with local economic development plans.

Oteenow will work with employers and other community organizations to create these opportunities.

Through Job Creation Partnerships, Oteenow and the business community can combine efforts to create incremental and meaningful work opportunities for clients with activities that help develop the community and the local economy. The initiative for a Job Creation Partnership may come from a partner agency, or from employers, government agencies, unions or other organizations in the community. Job Creation Partnerships can be used wherever there is a development need and an opportunity to give unemployed workers the chance to gain some work experience that can lead to long-term employment. The participants should demonstrate having difficulty in finding jobs and who could contribute to the success of the project while gaining valuable work experience.

D) Skills Development Program (SDP)

The overall objective of the Skills Development Program is to provide skills training enhancement and/or related work experience to improve the employability of First Nation clients. Projects may offer an integrated program of skills development along with a life management component and work experience to individuals who are targeted and selected for this type of intervention through the case management process.

Clients are funded under individual sponsorships to attend skills training programs under 10 months in duration. Programs range from nursing; computers; hospitality; pre-apprenticeship/pre-trades (welding, carpentry etc.); building service worker; warehousing; autocad drafting; and pre-careers/life management. Intake and assessment for these individual interventions is currently processed through the ACES 2000 EAS centre.

We also manage programs and services “in-house” whereby we contract services for our First Nation clients to receive customized training in accordance with their employment needs and both current and long-term labour market demands.

Section II

Employment Assisted Services & Local Labour Market Partnerships

A) Employment Assisted Services EAS

Similar to the Employment Assisted Services Support Measures established by the Commission under part II of the EI Act, to support organizations that provide employment assistance services to the unemployed.

Under this program, Oteenow provided financial resources and support for activities undertaken by the Aboriginal Centre for Employment Strategies 2000 (ACES 2000). Oteenow and the Metis Nation of Alberta Association formed a unique partnership to promote and assist all aboriginal peoples in finding, obtaining and maintaining employment in the city of Edmonton. ACES 2000 provided various labour market services and resources to aboriginal clients residing in the city of Edmonton within this fiscal year. Employment Assisted Services address the career development and employment requirements of clients.

B) Local Labour Market Partnerships LLMP

Similar to the Labour Market Partnerships Support Measure established by the commission under part II of the EI Act, to support employers, employee or employer associations, community groups and communities in developing and implementing strategies for dealing with labour force adjustments and meeting human resources requirements.

Section III

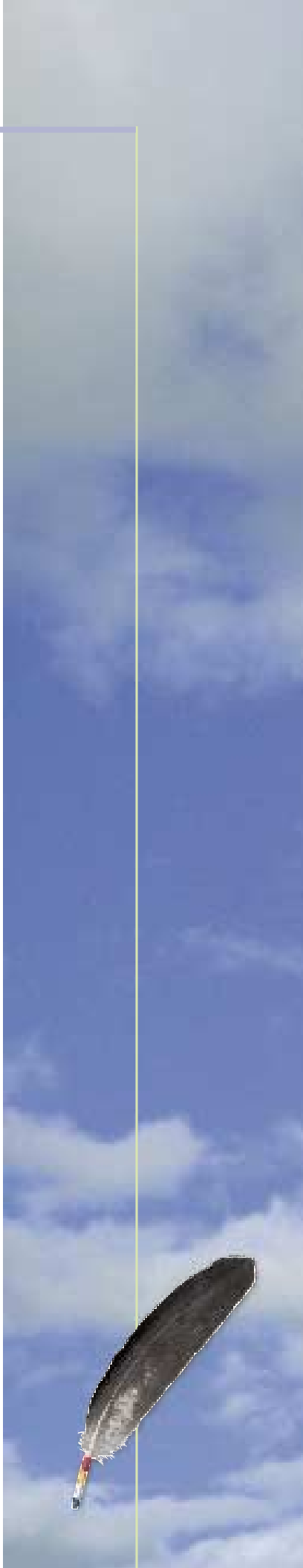
Other

A) Project Based Programs:

To provide skill enhancement and/or related work experience to improve the employability of lone parents and persons with disabilities. Projects may offer an integrated program of skills development and work experience to individuals who are targeted and selected for this type of intervention through the case management process.

B) Co-operative Education

A program delivered in cooperation with secondary school boards, private secondary institutions and post secondary institutions to arrange for secondary or post-secondary students to participate in career-related work experiences which alternate with study periods.



Part 2

youth programs

The Oteenow Employment and Training Society provides a variety of programs for unemployed First Nation's youth. There are four streams within the youth programs: Youth Internship (YI), Youth Service (YS), Summer Work Experience Program (SWEPE) and Labour Market Information (LMI) Program. These programs are designed to help youth explore career options and plan for the future.

It is noteworthy to differentiate between Labour Market and Youth Programs. Youth programs are available to young adults who are not eligible for Employment Insurance (EI). Oteenow's Youth Programs are age-restricted to youth between the ages of 15 and 30 years old.

A) The Youth Internship (YI) Program

The Youth Internship (YI) Program supports internships with employers that provide youth with skills enhancement, work experience and entrepreneurial assistance to help them make a successful transition into the labour market. This fiscal year Oteenow focused a majority of its Youth Programs on Internships.

B) The Youth Service (YS) Program

The Youth Service (YS) Program supports the development of work opportunities for youth who face barriers to finding employment, through participation in community service projects. The goal is to help young people develop the life skills and work experience necessary to enter the labour market. Oteenow is currently negotiating agreements with service providers for this program. Summer Work Experience Program (SWEPE) assists youth who are students returning to school in the fall. The program is designed to find summer work placements for students. A wage subsidy is available to employers in the form of an incentive to employ students. Oteenow finalized development of this program in the spring of 2000 and currently has 28 youth placed with 9 employers.

C) The Labour Market Information (LMI) Program

The Labour Market Information (LMI) Program supports activities that provide youth with labour market information they need to make decisions about their education and careers. Oteenow's goal in this program to inform and educate the youth to empower themselves to make positive and informed decisions regarding their employment and careers.

Part 3

programs for persons with disabilities

Program Description:

This program identifies and develops effective partnerships with service delivery agencies offering specific labour market programming and services for persons with disabilities. Our intent is to seek grass-root level input for creating effective services and programs that will best meet the needs of First Nations people with disabilities.

The process may include activities such as;

- Addressing employment needs
- Assessing community concerns
- Developing services/programs
- Utilizing established methods
- Recognizing grass-root input
- Collaborating with existing inter-agencies
- Establishing a process for referrals
- Identifying resources and professional services

We will implement a working paper with a strategy to address the above areas to meet the service and program needs of First Nations people with disabilities. Oteenow will also seek proposals which will enhance training and skill development opportunities with culturally sensitive programming for this target group. Consultation has already begun with established service providers.

year-end report



L to R Back row: Lila Clark, Shauna Simpson, Gisella Mueller, Naomi Erasmus, Penny Laboucan and Carmen Aksidan Front row: Janet White, Velma Geddes, Helen Arcand and Eddie Kytwayhat

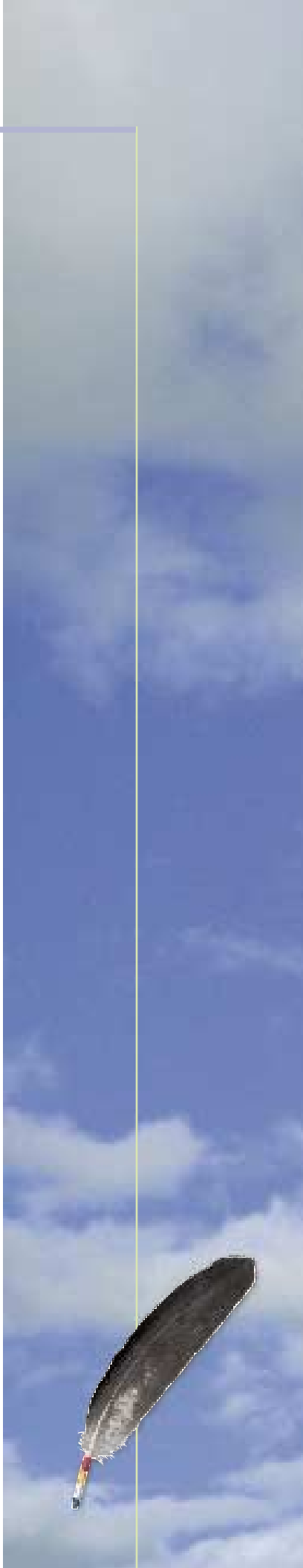
In preparing this year-end report, we reflected on our progress during the year at the Aboriginal Centre for Employment Strategies 2000 (ACES 2000). The staff, together with the Management Team and Board of Directors, have worked diligently in the implementation of enhanced services to better assist our clients in obtaining and maintaining employment.

ACES 2000 provides services relevant to the employment and training needs of our clients. Through the provision of Employment Assistance Services (EAS), we have made available various labour market services to approximately 3,000 Aboriginal clients residing in the city of Edmonton within this past fiscal year. Services provided are within the four employability dimensions of career investigation; funding referrals for skills training; obtaining employment; and maintaining employment.

We also saw significant progress by the Board of Directors and Management Team in overseeing the enhancement of human resources and structure to address the growing demands within the labour market and increasing numbers of clients utilizing the centre. To demonstrate these results to our stakeholders and, ultimately, our clients, many more innovative services are currently in progress to enhance our capacity to assist Aboriginal people obtain and maintain meaningful employment.

Our staff has a vested interest in providing Employment Assisted Services forging a direct link for our Aboriginal community to the labour market.

During this past year we have been faced with many challenges over which we managed to triumph. As a result of our community consultations, we learned that the lack of accessibility and transportation to programs and services is a huge concern. In the next fiscal year, the Oteenow Employment and Training Society will continue their partnership with the Metis Nation of Alberta and expand the existing Employment Assisted Services centre into multi-centre sites to address this need. We will continue to expand both our services and expertise in delivering career development assistance and new labour market initiatives to assist our clients become an integral part of the local labour market, now and into the new millennium.



Schedule of projects and activities

Program Code	Program Name	Project Activity	Start Date	End Date	
Part 1 – Section I					
A) Targeted Wage Subsidy	City Collision		00-Jun-99	00-Oct-99	
	Tribal Products Inc.		14-Mar-00	20-Mar-01	
	Scaffold Connections		12-Jul-99	31-Jan-00	
	Brokers International		1-Dec-00	31-Aug-00	
	Quattro Imports&Exports		24-Apr-00	24-Oct-00	
	Blackstar		6-Apr-00	6-Oct-00	
B) Self Employment Assistance	Micro-business	COMPLETED	07-Sep-99	03-Mar-00	
		In progress	15-Nov-99	12-May-00	
		In progress	14-Feb-00	11-Aug-00	
C) Job Creation Partnership	Help U Build	Policy and Program Development	00-Oct-99	00-Oct-99	
	Environmental Initiative		21-Dec-99	21-Dec-99	
D) Skills Development	Creative Alliance	Hospitality	14-Feb-00	15-May-00	
	Towards Work	Warehousing	31-Jan-00	31-Mar-00	
	Autocad-Unamax	Drafting	18-Feb-00	21-Jul-00	
	Norquest College	Carpentry	21-Mar-00	15-Aug-00	
	Security Guard	Security Guard Training	17-May-99	04-Jun-99	
	Capilano Truck Driver Training	Class 1, enhanced	31-Jan-00	00-Oct-99	
	GRB-Welding	Pre-trades, Welding	17-Jan-00	25-June-00	
	P2-Nursing	Personal Care Attendant	08-Nov-99	25-Apr-00	
	Individual Training Costs	Tuition, Books and Supplies Living Allowance & Training Related Costs	01-Jul-00	31-Mar-00	
	Alberta Big Rig Driver Education	Living Allowance & Training Related Costs	01-May-99	25-Jun-99	
Part 1 – Section II					
A) Employment Assistance Services	Aboriginal Centre for Employment Services	Job Search	01-Jul-99	31-Mar-00	
		Employment Maintenance	01-Jul-99	31-Mar-00	
		Career Decision Making	01-Jul-99	31-Mar-00	
	Native Womens Career Prep Program	Multi Barrier Employment Readiness/Career Decision Making	05-Apr-99 13-Sept-99 10-Jan-00	25-Jan-99 03-Dec-99 31-Mar-00	
		John Howard Society	Alternative Learning	01-Apr-99	31-Mar-00
		Yellowhead Tribal Council	Employment Readiness	14-Sep-99	01-Feb-00
	Elizabeth Fry Society	Multi Barrier/Career Decision Making	01-Apr-99	31-Mar-00	
	Native Mens Career Prep	Employment Readiness	13-Mar-00	5-May-00	
B) Local Labour Market Partnerships	Program Edmonton Urban Aboriginal Initiative	NOT PARTICIPANT BASED Development Committee on a 'Single Window Approach'	31-Mar-99	Ongoing	

Program Code	Program Name	Project Activity	Start Date	End Date
	SO Consulting	Labour Market Policy Development	15-Sep-99	Ongoing
	Employabilities	Labour Market Information Sharing	8-Sep-99	Ongoing
	Inter-provincial Association for Native Employment	MEMBERSHIP	01-Dec-99	Ongoing
	Alberta Construction Association	MEMBERSHIP	01-Dec-00	Ongoing
Part 1 – Section III				
A) Project Based	Continuing Education-Edmonton Public Schools	Computer Training for Lone Parents	07-Oct-99 07-Feb-00	07-Dec-99 10-Apr-00
	SLATE: Rapid Re-Employment	Computer skills Enhancement	01-Nov-99	14-Jan-00
B) Co-Operative Education	TACOS & Jasper Place Secondary School	High school retention through arts & theatre		
Part 2				
A) Youth Internship	Youth at Heart	Career Decision making	25-Oct-99 13-Dec-99	25-Feb-00 21-Mar-00
	Motherbear	Career decision making	5-Apr-99	3-Sep-99
	Communicating Power	Career decision making	14-Feb-00	15-Sep-00
B) Youth Labour Market Information	Canadian National Pow-wow	Trade Show, advertising at fundraising gala	01-Feb-00	28-Feb-00
	Freehorse	Youth Needs Assessment	20-Mar-00	31-July-00
C) Youth Service		In Development		
D) Youth Summer Work Experience Program [SWEP]		In Development Implementation target date summer 2000		
Part 3				
Programs for Persons With Disabilities	Consulting	Literature review, research on persons with disabilities	20-Nov-99	31-Mar-00
	Individual skills funding	Skills Development Sponsorship for self-identified person(s) with a disability	15-Jul-00	31-Mar-00

Auditor's report



WOOLDRIDGE & COMPANY

Chartered Accountants

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Edmonton, Alberta, T5S 2K3

AUDITORS' REPORT

TO THE DIRECTORS OF OTTEENOW EMPLOYMENT AND TRAINING SOCIETY

We have audited the balance sheet of Otteenow Employment and Training Society as at March 31, 2000 and the statements of revenues and expenditures, net assets and cash flows for the year then ended. These financial statements are the responsibility of the Society's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Society as at March 31, 2000 and the results of its operations and cash flows for the year then ended in accordance with public sector generally accepted accounting principles.

Wooldridge & Company
Chartered Accountants

Edmonton, Alberta
June 23, 2000

Statements of revenues & expenditures

OTEENOW EMPLOYMENT AND TRAINING SOCIETY STATEMENT OF REVENUES AND EXPENDITURES FOR THE YEAR ENDED MARCH 31, 2000

Statement 1

	Consolidated Revenue Fund	Employment Insurance Program	Total
Revenues			
<i>Human Resources Development Canada</i>			
Administration	\$ 216,775	\$ 216,775	\$ 433,550
LLMP Sections 1 & 2	832,545	1,022,866	1,855,411
Other Programs	300,000	—	300,000
Youth	253,690	—	253,690
	1,603,010	1,239,641	2,842,651
<i>Other</i>			
Alberta Treaty 8 First Nations Human Resource Development Board - carry forward agreement	200,000	—	200,000
Program Surplus Refund	8,924	—	8,924
Interest	365	365	730
Total Revenues	1,812,299	1,240,006	3,052,305
Expenditures			
<i>Administrative Expenditures - Schedule 1</i>	246,343	184,930	431,273
<i>Program Expenditures</i>			
<i>Employment Benefits</i>			
Targeted Wage Subsidy	2,313	10,535	12,848
Self Employment - Microbusiness	39,801	95,016	134,817
Job Creation Partnerships	7,500	21,049	28,549
Skills	660,494	516,415	1,176,909
	710,108	643,015	1,353,123
<i>Employment Measures</i>			
Employment Assistance Services - General	—	157,297	157,297
Employment Assistance Services - Programs	—	337,924	337,924
Labour Market Partnership	5,011	64,397	69,408
	5,011	559,618	564,629
<i>Other Labour Market Programs</i>			
Project Based Programs	49,903	—	49,903
Co-operative Education Programs	27,854	—	27,854
	77,757	—	77,757
<i>Youth Programs</i>			
Youth Internship	217,962	—	217,962
Youth Labour Market Info Program	44,199	—	44,199
	262,161	—	262,161
<i>Other Programs</i>			
Disability	86,176	—	86,176
Total Program Expenditures	1,141,213	1,202,633	2,343,846
Total Expenditures	1,387,556	1,387,663	2,775,119
Excess (Deficiency) Of Revenues Over Expenditures			
<i>Before The Underrated</i>	424,743	(147,657)	277,186
Start up costs - Schedule 2	—	(78,239)	(78,239)
Interfund transfer	(225,796)	225,796	—
Deferral of unexpended funding	(198,947)	—	(198,947)
Excess (Deficiency) Of Revenues Over Expenditures	—	—	—



OTTEENOW EMPLOYMENT AND TRAINING SOCIETY
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED MARCH 31, 2000

Statement 2

	Invested In Capital Assets
Capital Assets Transferred From Treaty 6 Human Resources Development Board	\$ 40,266
Purchase Of Capital Assets	53,418
Amortization Of Capital Assets	(20,414)
Balance, End Of Year	<u>\$ 73,270</u>

OTTEENOW EMPLOYMENT AND TRAINING SOCIETY
BALANCE SHEET
MARCH 31, 2000

Statement 3

ASSETS	
Current Assets	
Cash in accounts	\$ 153,643
Short term investment	6,500
Accounts receivable	14,763
GST receivable	11,145
Deposits	23,958
Total Current Assets	<u>210,009</u>
Capital Assets - Note 2	<u>73,270</u>
	<u>283,279</u>
LIABILITIES	
Current Liabilities	
Accounts payable and accrued liabilities	\$ 11,063
Deferred contributions - Note 3	198,946
Total Current Liabilities	<u>210,009</u>
Commitment - Note 4	
NET ASSETS	
Invested In Capital Assets - Statement 2	<u>73,270</u>
A	<u>\$ 283,279</u>

APPROVED BY THE BOARD:



Director

OTENOW EMPLOYMENT AND TRAINING SOCIETY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MARCH 31, 2000

Statement 4

CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES

Excess (deficiency) of revenues over expenditures for the year	\$ —
Equity In capital assets	33,004
Item not affecting cash:	
Amortization of capital assets	20,414
	<u>53,418</u>
Changes In non-cash working capital components:	
Short term Investment	(6,500)
Accounts receivable	(14,763)
GST receivable	(11,145)
Deposits	(23,958)
Accounts payable and accrued liabilities	11,063
Deferred contributions	198,946
Cash provided by operating activities	<u>207,061</u>

CASH USED IN INVESTMENT ACTIVITIES

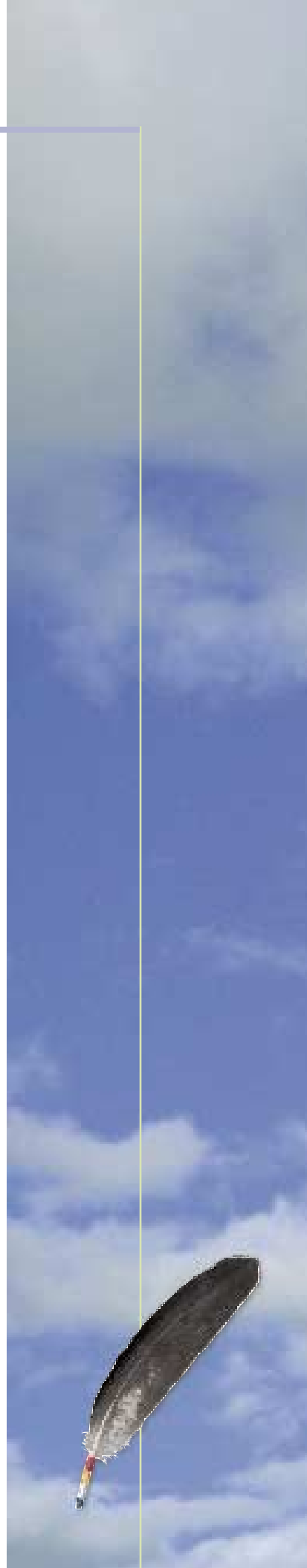
Purchase of capital assets	(53,418)
NET CASH INCREASE DURING THE YEAR	<u><u>153,643</u></u>

CASH POSITION, BEGINNING OF YEAR

CASH POSITION, END OF YEAR

—

153,643



OTENOW EMPLOYMENT AND TRAINING SOCIETY
ADMINISTRATIVE EXPENDITURES
FOR THE YEAR ENDED MARCH 31, 2000

Schedule I

	Consolidated Revenue Fund	Employment Insurance Program	Total
Accounting	\$ 4,411	\$ 4,411	\$ 8,822
Advertising	4,427	4,427	8,854
Bank charges	303	303	606
Board expenses	41,541	41,541	83,082
Consulting	12,370	12,370	24,740
Insurance	1,125	1,125	2,250
Maintenance	1,585	1,526	3,111
Meeting costs	10,964	10,964	21,928
office supplies	8,735	8,255	16,990
Professional fees	2,993	2,993	5,986
Rent	12,863	12,863	25,726
Resource material	127	—	127
Salaries and benefits	123,541	62,267	185,808
Staff development	777	1,304	2,081
Telephone	4,400	4,400	8,800
Travel	16,181	16,181	32,362
Total Administrative Expenditures	\$ 246,343	\$ 184,930	\$ 431,273

OTENOW EMPLOYMENT AND TRAINING SOCIETY
START UP COSTS
FOR THE YEAR ENDED MARCH 31, 2000

Schedule 2

	Consolidated Revenue Fund	Employment Insurance Program	Total
Board	\$ —	\$ 1,800	\$ 1,800
Capital	—	53,418	53,418
Consultants	—	14,856	14,856
Professional	—	6,565	6,565
Trade Show	—	1,600	1,600
	\$ —	\$ 78,239	\$ 78,239

OTENOW EMPLOYMENT AND TRAINING SOCIETY
NOTES TO FINANCIAL STATEMENTS
 FOR THE YEAR ENDED MARCH 31, 2000

Oteenow Employment and Training Society is incorporated under the Alberta Societies Act. The Society's mandate is to deliver labour market programming for First Nations people in Edmonton and area. Accordingly, the Society identifies needs, sets priorities and approves projects in the execution of this mandate.

Note 1 - Accounting Policies

Revenue Recognition

The Society follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable. Any unexpended funds are deferred to the subsequent year as set out in Note 3.

Capital Assets

Capital assets are recorded at cost. They are charged to operations and matched with the applicable revenue source in the year of expenditure. These expenditures are also recorded as an addition to capital assets with a corresponding increase in equity in capital assets. Capital assets are amortized annually with a corresponding reduction in equity in capital assets. Amortization is recorded using the following rates and methods:

	Rate	Method
Computer equipment	30%	Declining balance
Computer software	100%	Declining balance
Furniture and equipment	20%	Declining balance
Leasehold improvements	20%	Straight-line

Note 2 - Capital assets

	Cost	Accumulated Amortization	Net Book Value
Computer equipment	\$ 43,396	\$ 10,886	\$ 32,500
Computer software	2,461	2,461	—
Furniture and equipment	46,247	6,749	39,498
Leasehold improvements	1,590	318	1,272
	<u>\$ 93,684</u>	<u>\$ 20,414</u>	<u>\$ 73,270</u>

Note 3 - Deferred Contributions

Deferred contributions represent unspent resources externally restricted for direct delivery of program existence costs and program administration costs received in the current period that is related to the subsequent period.

Note 4 - Commitment

The Society is committed to a lease for office premises until March 2002. The minimum annual lease payments required are \$ 23,000.

Note 5 - Commencement Of Operations

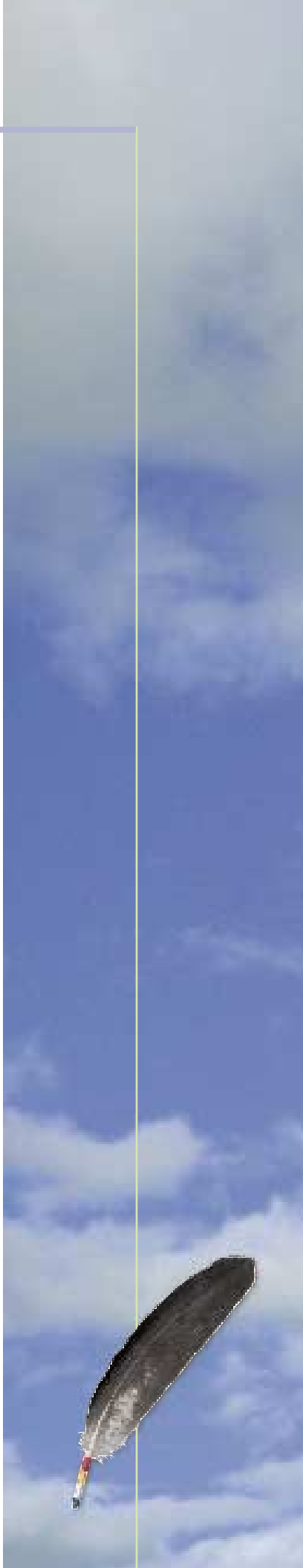
The Society was incorporated under the Alberta Societies Act on February 24, 1999. Operations began on April 1, 1999.

Note 6 - Economic Dependence

The Society is economically dependent for funding from Human Resources Development Canada.

Note 7 - Uncertainty Due To The Year 2000 Issue

The Year 2000 issue arises because many computerized systems use two digits rather than four to identify a year. Date-sensitive systems may recognize the year 2000 as 1900 or some other date, resulting in errors when information using year 2000 dates is processed. In addition, similar problems may arise in some systems which use certain dates in 1999 to represent something other than a date. Although the change in date has occurred, it is not responsible to conclude that all aspects of the Year 2000 issue may affect the entity, including those related to customers, suppliers, or other third parties, have been fully resolved.





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