GFSI Executive Director and team report for May 2022

Meetings and notes:

- **City of Fredericton Affordable Housing Committee (**monthly) Strategy was approved by committee and went to Economic Vitality Committee for acceptance prior to going to council. https://globalnews.ca/news/8903734/fredericton-affordable-housing-strategy-preliminary-green-light/

- **Civic Tech** (weekly) – Meal Planner & Marcel Lebrun joined to discuss the by-names-list and the possibility of an Integrated Access System (client portal). We are doing research on how other provinces are handling the concerns Marcel is experiencing.

- **Growing Civic Tech Project** - Met with CT Moncton, ST and reps in Bathurst. We are currently coordinating an information session for the Bathurst region.

- **Civic Tech ACOA & Working NB** – We have received 46K towards this project in May.

- **SWAG** (Monthly)

- **Community Food Smart** (Monthly)

- **NPO Data Collaboration** (weekly) – Canada wide presentation on June 15th at 1 PM – click here to register: https://bit.ly/3ttcYuR

- **NPO Breakfast Club** (Monthly) – This meeting continues to attract a variety of NPOs.

- **L'Arche** (bi-weekly) – A couple more meetings and we will be wrapping up this project.

- **Community Framework for Social & Digital Innovation** – Met with City of Bathurst CAO. Project was enthusiastically supported. Allin team is conducting surveys with City leadership team. 80K received from RDC. 25% of project costs.

- **Basic Income NB** – Susanne and I have a meeting with a potential Chair next week. Social media campaign continues.

- **Hunt 4 Heroes** – Bill and I met with Peter Sova who started this organization that support retired vets. https://huntforheroesoutdoors.com – They are looking for support and advice on how to formalize their organization as it is getting noticed nationally and are also receiving $. We will continue to be a resource for them.

- GFSI Has been nominated by The Ville for the Chamber Business Excellence Award. This is for October 2022

- We also applied for the Canadian Volunteer Award – we should know in July.

- We have requested that Civic tech & GFSI be added to Ignite's newcomer guide.

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Hayley (NBCC- NPO Data Collab Project)

In May, the NPO Data Collaboration team put the finishing touches on the Sustainable Cities and Communities Hub. The team has been in touch with Rob and Felix from the city to work out some technical difficulties. They arranged a meeting with some representatives from ESRI Canada. These individuals confirmed that we are on the right track and offered some suggestions to improve the user experience.

After completing the Sustainable Cities and Communities Hub, the team wrote a blog post about the process of crafting a narrative around a Sustainable Development Goal and its indicators. The post outlines what information is included on the goal's hub page, describes why it is important to represent lived realities instead of just statistics and data, and explains some challenges with accurately displaying this information despite the ambiguity that exists within the available data. The post was sent to all of our partners. It can be found on the NPO toolkit website, here: https://npodatacollaboration.com/2022/05/31/the-community-prosperity-hub-using-open-data-to-craft-a-narrative-around-local-housing-issues-and-initiatives/

The team wants to start streamlining the hub design process in preparation for a Fall launch. To accomplish this goal, Hayley has started working on a step-by-step instructional guide on how to navigate and upload data to the ArcGIS platform, design a main page, and find reputable data sources. Our hope is that Kate, Sheehan, and Ceilah will be able to use this guide to start filling out the remaining SDGs. We believe this guide will eliminate most of the time-consuming parts of the process.

In May, the team hosted a Theory of Change/Logic Model workshop with Slow Roll. Slow Roll is a relatively new organization that is looking for more funding opportunities to accelerate their service provision. We thought the Slow Roll team would benefit from this workshop because they have a lot of big ideas. They worked as a team to choose two priority problems and then brainstormed short and long term goals that would help them solve these problems. They will be able to collect data points that are based on these goals.

On June 15th, the team will be presenting this project at a Webinar hosted by Code for Canada and the Canadian Centre for Non-Profit Digital Resilience.

Ceilah (SEED)

Since starting at GFSI, we have been delegated numerous projects. One of these projects has been restarting the Caring Calendar. Since the beginning of the Covid19 pandemic, The Caring Calendar has not been used as frequently. Because of that, we have begun reaching back out to the faith-based organizations that were involved previously.

We have also been directed to conduct research on the By-Names list and other Coordinated housing processes used throughout the country. Throughout this research, we have been in contact with people in Nova Scotia, PEI, Alberta, Newfoundland, British Columbia and Ontario. There has been plenty of information exchanged over email and we have meetings set up this week and next to gain a further understanding of the housing processes in other provinces.

We have also been moving forward with the NB Voices project. In the process of getting NB Voices up and running, we have been brainstorming different categories and individuals to interview under various categories. The steps that follow will be reaching out and scheduling interviews followed by editing and posting videos on our NB Voices website.

Most recently, we have been assigned a project to create a list of free family events available for individuals around the city of Fredericton. The beginning stages of this project will begin Monday, June 13th. We will begin by contacting different organizations around the city to see what events they offer, when they are happening, and how to access them.

Sheehan (Engage UNB)

The team is currently working on multiple different projects. We are working with NB Voices and reaching out to various groups and individuals around the city in order to make their voices heard through storytelling and narrative. We are also re-engaging organizations with the Caring Calendar. Finally, the team is working to create a new and updated infographic for GFSI that shows off all our current programs and removes the programs that no longer exist.

Shanthi (ACOA-GNB/Civic Tech)

In May, Shanthi helped onboard another developer (Pavithra), chart the learning curve, mentor her in technical aspects, and facilitate tasks assignment. Additionally she mentored a quality analyst volunteer to write appropriate test cases for the product.

Shanthi interacts with the Meal Planner client, Greener Village, to understand the requirements first-hand and to prioritize the features based on their needs. Based on the information gathered from these meetings she provides input to the designer. Furthermore, she works alongside the designer to edit and creatively modify designs based on the latest trends of User Interface UI development and clients requests.

The goal of version 2 is not just to achieve feature parity to the initial version and fix the earlier bugs, but also to introduce some useful features based on best practices and clients requirements. A brief overview of the features that have been implemented are:

- Select and click: The initial version had drag and drop which wasn't user-friendly while dragging from one end of the screen to the other end. She replaced it with select and click and added the feature to drop on multiple fields once selected.

- Cancel selection: Cancelling the selection (deselect) of a selected meal.

- Search meal: Provided the feature of searching for a meal while constructing a meal plan.

- Search and selection: While searching, whichever meal plan is already selected remains visible and provides the list based on the search criteria.

- Redesigned the Meal plans page to a card collection with images of meals inside each meal plan card.

- Securely implemented Login with HTTP cookie instead of the jwt token being visible as a cookie that could have led to security threats.

Shanthi plans to launch the minimum viable product in early July.

Pavithra (ACOA-GNB/Civic Tech)

Pavithra made considerable progress developing her programming skills. She acquired core competencies of the JavaScript programming language such as building and using arrays, conditions, loops, string methods, inheritance, and polymorphism.

Pavithra learned core concepts of TypeScript programming like types, functions, and advanced object types. These are useful computer languages that are needed for an effective implementation of the meal planner project.

Pavithra is learning many skills from Shanthi in order to assist her in the development of the Meal Planner App. So far, Pavithra has updated a SQL insert statement for 10 recipes for the table meal and created a table using SQL for the table measure.

Bukola (ACOA-GNB/Civic Tech)

We are working on the Building a Community Framework for Digital and Social Innovation project to explore how a Civic Tech and Social Innovation Framework could support the implementation of New Brunswick Municipalities/Communities' strategic plans. Starting with Bathurst, we gathered and reviewed the secondary research data and met with Allinagency (Molly Balcom Raleigh and Tiziana Zevallos) who are also partners in this project. Allinagency's team are the lead on the primary research, establishing the design and processes of the project. We are scheduled to meet with the City Manager of Bathurst on the 22nd of June. A Bathurst Civic Tech implementation to support the community is in progress

We are working on the onboarding documents/templates for employees, board members and volunteers (one for the general GFSI volunteers and one for Civic Tech). We recently shared the drafts so as to get feedback to help inform the final version.

Yu (ACOA-GNB/Civic Tech)

To support the NPO Data Collaboration Project, Yu did research on Poverty indicators at the community level. Additionally, she researched potential alternative platforms that could host the hub as there seems to be numerous limitations to ArcGIS. Yu requested demos from several of these companies and concluded that ArcGIS hub remains the best option. The team also started working on an instructional guide for building hub pages. Yu provided a writeup of best practices for formatting spreadsheets so that they can be easily used in data visualizations.

Yu helped the Community Framework for Digital & Social Innovation team create a visualization on some of Bathurst's demographic data.

For the Civic Tech- ACOA project, we filed invoices, tracked the budget, submitted proof of payments, and completed the timesheet. Additionally, we have on-boarded our new team members and helped to get them

started on their various projects. Finally, in preparation for her departure, Yu has been training Kate to take over her position. We wish Yu all the best in her new position with SNB.

Kate Walsh (Canada Summer Jobs)

Since returning to work at GFSI with Canada Summer Jobs funding, Kate has continued working on projects that she had started in the spring, including the L'Arche's Inclusive Housing Lab and the Non-Profit Data Collaboration project. Upon attending a final meeting and creating a next-step report, Kate was able to complete GFSI requirements for the Housing Lab project.

To advance the NPO Data Collaboration project, Kate has begun researching and assembling data to populate the Climate Action hub. To construct the narrative of data for this hub, Kate created a vision board in Miro. Using the guide created by her co-worker, Kate has familiarized herself with AcrGIS and can now upload datasets into the hub. Kate continues to attend meetings twice a week with the NPO team to track progress and share updates relating to this project.

Kate has also begun to contribute efforts toward the Building a Community Framework for Digital and Social Innovation project. Kate reached out to Collège communautaire du Nouveau Brunswick to inquire about data pertaining to international student enrollment rates at their Bathrusts campus. Kate will continue to meet with the partners of this project, conduct research and provide her support and assistance.

Together with her co-worker Hayley, Kate interviewed candidates to be hired for the summer. Once a candidate was selected, Kate facilitated onboarding to the new summer student, Ceilah. Furthermore, working alongside her co-worker, Bukola, Kate created new onboarding documents for GFSI's employees, board members and volunteers. These documents will organize and provide structure to GFSI's onboarding process.