



The following is the Executive Director's report for presentation to FORWAARD's Board of Directors.

| Objective | Strategic Targets | Action | Outcome | Status |
|-----------------------------------|-------------------|--|--|---|
| Training program | 1 and 3 | <p>The action learning training funding has been approved. A 12 month contract for a budget of \$190,100.00 this will come to FORWAARD and we will fund Alana Kaye Training \$81,800.00 for their component – see the budget overview in item 6a</p> <p>The RTO is developing the program and will be finished shortly</p> | <p>Contract is being drafted and as soon as it is ready I will provided it for the Directors to sign.</p> <p>This is a workforce development program</p> <p><i>Project Title: FORWAARD – Workforce Development through traineeships</i></p> <p><i>Project aim: To develop and pilot a workforce development program that allows for on the job training and monitoring from in-house trainers on a 24/7 roster</i></p> | <p>The Apprenticeship centre has been notified and our team will sign in to apprenticeships from January 7</p> <p>The duty statement for the Training Coordinator has been drafted ready for approval</p> <p>The department also need to approve this position and have a member on the panel</p> |
| ERF from DSS | 1 and 2 | <p>Emergency Relief Funding contract is now signed</p> <p>\$50,000.00 plus GST from 2019 to 2023 (\$10,00000/year)</p> | <p>Will need to meet with the department in early January to review our arrangements and new requirement for the five years of funding</p> | <p>Contract has been signed by both parties and we are now ready to receive the funding</p> |
| Antenatal Program | 1 and 2 | <p>Sheryl and I met with Karen Cieri (nt schools) Mark Smalley (DoH) and Chantelle Hunt (Brave Foundation)</p> <p>Please see item 6b</p> | <p>FORWAARD have taken the lead agency role and developed a model which will enable “to be Mums” to enter our program get AOD support as well as referral to all and services</p> | <p>Seeking approval from the Board to support teenage women and older and possibly under school aged children.</p> <p>12 month program up to \$330,000.00</p> |
| Governance training for Directors | 1 and 3 | <p>As directed at the last meeting. I met with Jodie Stevens the Small Business Champion at the department of Trade, Business and Innovation</p> | <p>We reviewed the business growth program and she is supporting our application to submit some Governance Training for Directors</p> | <p>Training will be provided on a Saturday selected by the Directors.</p> <p>CEO needs to submit the application early January for a max of \$5000.00</p> |
| Potential Katherine program | 2 | <p>Sheryl and I visited Katherine for several reasons 1) to meet with PPOs in Katherine and discuss our COMMIT program 2) to meet with the Team at Vendale Rehabilitation Centre to review their data base 3) to explore the expansion of our program as per the 2018 – 2023 Strategic plan</p> | <p>From the trip we have now had 6 referrals from Katherine Corrections. We will have an opportunity to work with the Vendale Data Base when stage 2 is finished 3) discussions with Mark suggest that a beds program will not be considered for</p> | <p>This was a very productive trip and one which may see the FORWAARD Aboriginal Corporation brand in Katherine mid next year</p> |



| | | | Katherine at this point however a day program may be looked at favourably | |
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| Working with Vulnerable people | 1, 2 and 3 | This is from the October meeting | Still require either a copy of Director's working with children card and police check or I will need you to complete an application form for both so we can submit this on your behalf | Ongoing – requires Director's input |
| Quality Audit from ECAAS | 1,2 and 3 | ECAAS Audit for the ISO 9001 2015 was undertaken on the 19 th and 20 th of November. This was a significant appraisal and included several staff interviews This was an excellent outcome | The audit outcome are: Major Non Compliance – None were identified Non Compliance - None were identified Action items – Five were identified and will be rectified by the next audit Comments – three were identified and noted for action | Next quality audit is expected in October 2019 |
| Other notes | 1 and 3 | Rikki has received a peer recognition award through the Indigenous Allied Health Australia (IAHA) International Awards | The award Rikki has received is the <i>Allied Health Inspiration Award</i> This is an extremely prestigious award, one which is designed to recognise the incredible contribution recipients make to their professions by improving the health and wellbeing of Aboriginal and Torres Strait Islander People and Communities. | This is the third award for 2018 in which a FORWAARD representative has been involved. |
| | | RIKKI has also been nominated to the IAHA board of Directors | This is a National body and will be a vehicle to progress the FORWAARD brand | Nomination is for 2019 |
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| MAX Employment | 1 | FORWAARD and MAX Employment met to review 2018. Other than some minor adjustments this is been a very successful program | This program will continue in 2019 and will assist clients to find work when they graduate from the centre. To note The MAX Employment team have informed us that the model of delivery that FORWAARD and MAX have developed is now being utilised by HPA. According to MAX Employment the only reason HPA are in board with this, is because FORWAARD has co-developed and is using this program. | |
| AADANT | 1 and 3 | Attended an AADANT Board of Directors meeting | I attending the AADANT AGM in October and the Board meeting today | |
| Ironbark AGM | 1 | CEO attended the Ironbark AGM as proxy for Joe | Joe now has all the documentation received from this meeting | |