



SECRETARIAT MEETING

Minutes

Tuesday, June 18, 2009

12:00 – 3:00 p.m. – Deb`s House (13 Pemberton Lane, Shanty Bay)

Present:

Clarke, Debbie	Kinch, Jack	Veenstra, Kristina
Hominuk, Peter (Chair)	O`Keefe, Michael (Past Chair)	Woods, Deb
	Talon, Terry (Vice Chair)	

Regrets:

Hirstwood, Karen	Perdue, Gary
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1. Approval of Agenda

The agenda was approved with additions as follows: Charles Pascal`s report from Peter Hominuk and Youth Matters Forum Update by Deb.

2. Approval of Minutes of the April 16, 2009 Meeting (All)

Minutes of April 16, 2009 were approved as circulated.

- Deb and Peter will be meeting with Jill Tettmann (LHIN) tomorrow, Friday, June 19.
- Kristina to send the Barrie Midwives an MOA and information. Peter to send Kristina contact information. Andrea & Sara (North Barrie)

3. Coordinator Update

- **Secretariat & Council Terms of Reference:** Copies of the draft new terms of reference for the Secretariat and Council were distributed for review. These would go as a package to Council June 25. It was discussed the Chair`s role during voting at Council.

ACTION: Deb to make changes as discussed and bring to next week`s meeting for review and approval. BANAC to respond to Deb regarding their membership status and their associated agencies. Need to put in the non-voting participating category in the Infrastructure Table minutes from June. Changing the Chair succession plan to 2 year was discussed but it would be a huge commitment for recruiting new members. Leave terms for 1 year each (Chair, Vice Chair and Past Chair) starting in September instead of January. Addition under Functions of Council is the delegation of responsibilities or decisions to be made from Council to the Tables.

- **Single Plan of Care:** Deb reported that the feasibility study results were presented at Council. SSL is supporting SPOC with the schools. There is a small amount of money for Healthtech consultant to continue with the SPOC initiative over the summer. SSL in addition to the Aboriginal culture piece, is working on service mapping contracted through 211. The first service map deals with behavioral problems in children starting in Barrie as the first map. The COMPASS Evaluation is underway and will be completed the end of August. Hope for 3rd year funding should be announced in the summer.
- **Student Support Leadership:** As above.
- **Tony Morrison Update:** Terry reported on the day that took place June 2 at CAS. There are good lessons to be learned from the day. Some comments have been that the day was focused heavily on children`s Mental Health. Attendees feel that the Coalition need a marketing and communications strategy to get to front-line staff. **ACTION: Paramount to get another session booked with Tony in February 2010. Our members need to promote the Coalition internally and commit to this. Seek out a graduate to help us with a communication and marketing plan – funded via Trillium, Employment Canada etc. Debbie, Terry, Diane Legg (SMCDSB), Sue Dale (CAS) and Jack to discuss.**
- **Work plan and communications over the summer: ACTION: Kristina to send a request to members asking for their vacation dates.**
- **Fall events:** Need to do some pre-thinking about this to book facilities – **1) Charter launch:** Beginning of October 2009 during the day (around 1:00 p.m. with a healthy snack) - require a press conference; invite key



members of Coalition, diverse kids involved, speakers, letter to parents through the school boards and YMCA, Peter's wife for pictures. Terry to look at the availability of the County Council chambers and having County representatives attend. 2) **SSL**: ready to convene a visioning day and present the Suicide Prevention Protocol and service maps in the fall.

3) **Dr. Gina Browne**: ready in the fall for an update report on the integrated measure. Try to have the Minister Claudine Cousins (Sept 24 Council meeting) to come on same day if possible.

➤ **Presentation Process**: deferred

4. Strategy Table Updates

➤ **Infrastructure Table (Debbie)**

➤ **Terms of Reference**: Debbie provided copies for review and discussion. **ACTION: To be brought to Council next week for final approval.**

➤ **Data Consortium**: Training has occurred through the County. All members need to sign a licensing agreement. **ACTION: Reminder to members at Council. Terry to bring an update to Council next week. Terry to follow up with The County's communication and marketing to get this included. Need to emphasize that each member is saving \$2,000 by being a member of the Coalition. The Ministry needs to know this.**

➤ **Membership & Communication**: Debbie reported that there is a draft communication and marketing strategy plan being worked on. **ACTION: Peter to contact OSMH CEO, meeting with the LHIN on June 18, Terry to follow up with her contacts for RVH and OSMH. Peter to contact Lyn Sorrel Family Resource Centre in Borden. Deb to e-mail Tom Coon regarding the City of Barrie. Debbie to speak to Joan Fullerton of the Ministry of Education. City of Orillia and City of Barrie may see themselves as represented by The County for Social Services – Coalition is outside of their Social Services Department.**

➤ **Website Quotes, Sharepoint**: Kristina provided copies of 3 proposals – 2 viable. Moving forward we need to have a new provider. Demo to Infrastructure and open to Secretariat from each provider. Administration of the site settled away over the summer. Sharepoint may be included in the HRSDC proposal if approved.

➤ **Funding Advisory Group and Process for Proposal Submission**: deferred – Wednesday, June 24 5-6 at New Path. Glen, Peter, Jack, Terry. Terms need to be brought to Council for information as they have been approved by Infrastructure Table.

➤ **Planning Table**

➤ **Terms of Reference**: Deb will re-draft with references to the Services Integration Table removed, put Functions into bullet format, ensure font size and type is same as other T of R.

➤ **Developmental Assets**: intend to strike a task group in September

➤ **Youth Engagement**: Jack and Deb to meet with Stoney McCart the consultant to ensure completion of youth survey and get project back on track.

5. Review of Council Agenda

Kristina provided copies of the draft agenda for review. Changes discussed and Kristina to implement.

6. Youth Matters Forum:

➤ Presented by United Way: well facilitated, mostly front line staff, disappointing turnout by Council members. Deb will draft a handout for Council on the major findings summary from around the province.

7. TVO:

➤ Terry will send links to Canadian Index of Wellbeing interview with Roy Romanow and Charles Pascal interview by Steve Pakin.

Next Meeting Date: September 17, 2009, 1:30-3:30 p.m., SMCSB (46 Alliance Blvd.)