



PLANNING STRATEGY TABLE MEETING
Tuesday, April 12, 2016
1:30 – 4:00pm
The Common Roof (165 Ferris Lane, Barrie) Board Room
MINUTES

Attended		Declined	
Chris Brens John Clarke Sandra Cole - Coordinator Jacquie Ferguson – Co-Chair Gisele Forrest Nadia Martins – Co-Chair	Julie McAlpine (Recorder) Elizabeth McKeeman Nancy Roxborough (for Jim Harris) Stefanie Smith Mary Jean Watson	Gertie Beaucage Danette Blue Pat Carney Karyn Cooper Lora D’Ambrosio Jim Harris	Brenda Jackson Joan Kennedy Christine Simmons-Physick Sandy Thurston Chris Wheeler

	Item	Minutes	Motion/Action
1.	Welcome, Roundtable Introductions	Nadia welcomed everyone to the meeting. Roundtable introductions took place. Nancy Roxborough attended on behalf of CMHA.	
2.	Approval of Minutes: March 8, 2016	The Minutes of March 8, 2016 were unable to be approved due to lack of quorum.	Approve minutes of March 8, 2016, at next meeting.
3.	Approval of the Agenda	There were no changes to the agenda.	
4.	Planning Table Turn the Curve	<p>It was decided at the last meeting that a small group would meet to come up with a definition of integration for approval by Planning Table members. The group met and recommended Gina Browne’s definition which Jacquie read out. It was discussed that integration would be the ultimate goal we aspire to achieve and that our current work with working groups is at the collaboration stage of Gina Browne’s Continuum. Therefore the definition would make sense as long as we use the continuum and a measurement tool to identify key milestones.</p> <p>We have received 9 out of 14 TTC reports. We have examined what they are and where there are gaps, overlaps, and collaboration opportunities. This conversation has just started i.e. at RBA refresher in November. The idea is that working groups align their work with the strategic direction of resilience, but are there things they can do together to create efficiencies?</p> <p>Due to lack of quorum, the definition will be brought back next month for approval.</p>	Add approval of definition of integration to May agenda.
5.	Planning TTC Report Analysis-Updates	Nadia gave a brief update on the Planning Table TTC Report Analysis. A reminder was sent out to working groups to send in any data. Groups are engaged and excited about this work.	

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	<p>Jacque to invite two additional people from York ASD to the RBA 101 training on May 5th.</p> <p>This analysis document is a work in progress. Comments will be brought back after the May 5th training. Hopefully, we will be able to finish populating the opportunities for collaboration. Some groups are redoing their TTC reports after coming to the last RBA meeting.</p>	<p>Add TTC Report Analysis-Updates to May agenda.</p>
<p>6.</p>	<p>Business Arising:</p> <p>a) Coordinator's Report</p> <ul style="list-style-type: none"> • Infrastructure • Secretariat • Other <p>b) LHIN Update</p> <p>c) SNS Update</p> <p>d) MOMH Update</p> <p>a) Coordinator's Report:</p> <p>The March 24th Council meeting was cancelled due to weather.</p> <p>Infrastructure:</p> <p>Sandra gave an update from the March 10th Infrastructure meeting. Discussion took place around the communication plan that is being developed under Demonstrating Outcomes of the Infrastructure workplan. The work being done at Secretariat around the Coalition's Structure in a Changing e Environment will influence this as the two pieces will work together. The first step in developing the communication plan involves gathering the information we already have and looking at what it tells us to determine if we need to do more research. Sandra and Julie are researching previous information around this and will be pulling it together over the next few months. Infrastructure is also looking at a media strategy as the Coalition currently does not have. Have asked Council for approval to use surplus funds for website updates.</p> <p>The 2016-2017 Draft budget went out to Council by electronic vote as the Coalition meeting was cancelled due to weather. The results will go to the next Council meeting.</p> <p>Lori Shirley has agreed to take on the Infrastructure Co-chair position effective September. Lori has developed an access database that Julie and Sandra will use to manage the distribution lists. This will clean up the lists and ensure information is received by the right person at the right time. Hope to pilot this database soon.</p> <p>The YMCA/Lakehead Leadership Development Level 1 took place March 30 to April 1 with 21 people registered. Level 2 training is coming up June 22-24. The link has been sent out with the details of upcoming leadership trainings.</p> <p>Secretariat:</p> <p>Sandra gave an update from the March 17th Secretariat meeting. The conversation on the Coalition's Structure in a Changing Environment was deferred until April at which time, will develop key questions around what are</p>	

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	<p>we really trying to answer; do we need to make changes to the structure. Past key members will be invited to the discussion to help make informed decisions. Alison LaMantia from Infrastructure is also being invited for her input related to the communication strategy.</p> <p>Rob Nash, an inspiring musician and artist, who is very interested in the mental health wellbeing of youth is coming to Simcoe County for three performances October 2016 through the SCDSB. John is connecting with Paul Leishman around some creative partnering as there is interest in an additional performance that staff can attend for motivation/inspiration.</p> <p>A survey will be handed out to Council members at the May meeting to determine who should be getting what information.</p> <p>A tracking system has been developed on the feedback from the exit tickets collected at Council meeting. Results will be shared at Council meetings starting September.</p> <p>Over the summer, Sandra and Julie, with the support of Infrastructure members, will be working on the Members' Report to roll out in the fall.</p> <p>Other: Sandra reported on the great work being done by the five working group meetings she has attended:</p> <ul style="list-style-type: none"> • Triple P - presenting at the May Planning Table meeting. • ASD - working on a survey to professionals on what information and training is needed, as well as a service map to connect to resources. • Youth Justice – increasing police awareness on extra judicial measures. Continuing to use TTC to collect data. Recently reviewed their Terms of Reference. • Basic Needs – draft follow up report from the Community Engagement Day on Poverty will be finalized shortly. Sandra suggested they propose this as a Hot Topic at Council. Discussion is in the works on having a Simcoe County Poverty Reduction roundtable; the group will need to determine how Basic Needs Task Group fits into the structure. There is a Simcoe County Transportation Portal; Sandra to get more information on the portal for sharing. • TAYSoS – hosting a planning vision day with Maureen Mckenna on June 8 10:30sam-3:30pm at Midland Public Library to look at scope of work. A Family Summit on Youth Mental Health took place on February 27 – 80 people attended; great feedback on workshops. Staff training in TIP in a non-traditional manner May 13, by John Rice. 	

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	<p>Other Updates: The Urgent Consult Clinic was at 50% capacity in March. This program has been expanded to include the Collingwood and Midland hospitals with possible future expansion.</p> <p>Part 2 of the French Language Services Board to Board took place March 31st. The final report and recommendations are forthcoming.</p> <p>MOMH Update: A cross sector focus session took place on March 3rd, facilitated by Maureen McKenna. Feedback from this meeting was included in the Community Mental Health plan, along with the Core Services Plan sent to the Ministry by lead agency New Path on March 31. Awaiting feedback.</p> <p>Participating in work groups meetings allows Sandra to be a liaison to facilitate connections between groups doing the same work. Sandra would like to do presentations on the structure and strategic direction in the fall. This leads back to the Planning Table's TTC and assists with measurement. It has only been a year since the TTC idea was introduced to working groups and have moved a lot of work forward since then. Groups are now coming back to do presentations of broader work plans as well as their TTC reports.</p> <p>b) LHIN Update: Chris reported LHIN has published their health service plan, a three year strategy which outlines work/portfolios. The annual business plan/report on what LHIN is doing this year/did last year is coming out. A Mental Health and Addictions Retreat for leaders and their Board of Governors is taking place on April 27th which will highlight topics happening within LHIN. If interested, contact Chris for registration information.</p> <p>c) SNS Update: Gisele presented an overview on the Special Needs Strategy. 34 geographical locations were asked by four ministries to collaborate and develop a proposal for a coordinated service template. Five areas were chosen and Simcoe was one of them. CTN will be the coordinating agency.</p> <p>13 engagements took place across Simcoe county in three weeks. A document that looked at themes from parents was embedded in the proposal that was developed. Over two days in March 2015 fleshed out what the system should look like.</p> <p>The continuum of care was reviewed – every door is the right door. The role of the coordinating agency i.e. CTN was discussed.</p>	

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	<p>On May 20th, co-chairs will be handing off to CTN and moving the community piece forward.</p> <p>Gisele asked for and answered questions. This is a work in progress and will not be distributed. There are six communiques that depict this journey which can be obtained through Gisele.</p> <p>John commented on how well the group completed this work in such a short period of time and should be commended.</p>	
7.	Ontario Early Years and Family Centres	Lora was not present.
8.	Crisis Steering Committee Annual Presentation	<p>Defer to next meeting</p> <p>Gail Hamelin, accompanied by two of her Crisis staff, presented the Crisis Steering Committee's annual update.</p> <p>Youth suicide prevention resources were distributed. The suicide risk protocol document was reviewed. There is a PowerPoint training that goes with the protocol. There is also a one page, quick reference tool that gives quick access to information.</p> <p>The previous protocol was translated into French; working on translating the newest version.</p> <p>The steering committee will be looking for community partners to sign an MoA around commitment of training, and using the protocol. This will go out next week with the hope for a short turnaround. The MoA is part of the TTC baseline.</p> <p>Discussed capturing information on language and diverse cultures – not at this time. Nancy suggested connecting with John Rice and the new suicide initiative training. A portion of the budget went to Feather Carriers.</p> <p>The Youth Suicide Prevention packages are being disseminated next week. The Be safe app is available now, but not yet in French. Package will be sent out to Planning Table and Coalition members by Julie.</p> <p>Gail is retiring the end of June. Gail was thanked for all her hard work.</p> <p>Julie to send presentation and resource material to Planning Table Members.</p>
9.	Autism announcement	<p>Julie to send information to Planning Table and Nancy Roxborough.</p> <p>Jacquie read the announcement from the Ministry regarding changes to autism services. This information was sent out in the Weekly News and Updates. Parent forums started this week. Jacquie will send the report to Julie to send to Planning Table.</p>
10.	Presentation Alignment Tool	<p>The draft Presentation Alignment tool was reviewed. Presenters would complete the first page which will help committees plan for the presentation, and the second and third pages would be completed by Planning Table members. Feedback would be given back to the presenting group.</p>

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		<p>Sandra asked members to use the draft alignment tool for the Crisis Steering Committee's presentation to look for improvements, changes, etc. and provide feedback on the form.</p> <p>The tool met with approval with some suggested changes. An "Unknown" column will be added to pages 2 and 3. Tie Strategic Direction descriptors into question related to Coalition's strategic goals on page 1. Need to make it clear to presenters that not every question will meet every marker.</p> <p>We hope to look at the final report in June. The data consortium provided some feedback related to analyzing the data. It would be easier to do one collective report but aware this would be a timely process at meetings. Sandra and Julie are meeting with Trevor on Tuesday to review the tool again and how we can use it to pull meaningful data.</p> <p>Chris had some suggestions with regards to generating data i.e. Poll Everywhere app or use excel with formulas.</p>	Julie to make suggested changes to Presentation Alignment form.
11.	Awards and Recognition Committee Representative	<p>A call for nominations for Coalition awards will be coming out in May, to be submitted by the end of June. The first awards were given out last year. Collaborate Barrie received the Award of Excellence which is for a project/initiative that demonstrates significant alignment with the goals and priorities of the Coalition and involves collaboration between at least two member organizations. Sandy Thurston received the Collaboration Champion award; an award that recognizes an individual involved with the Coalition who has made a substantial commitment to Collaboration that has contributed to the outcomes identified in the strategic plan</p> <p>The review committee will look through applications and make a recommendation for each award. Sandra, Deb Woods, and Alison LaMantia from the Infrastructure Table are on the committee and Liz McKeeman volunteered as the representative from the Planning Table.</p>	
12.	Network Updates	Network Updates: No report.	
13.	Planning Table Co-Chair	If want to nominate yourself or someone else with consent as the Planning Table Co-chair starting in September, please contact Sandra, as this needs to go to Council in May. This is an excellent opportunity to get connected, move work forward, etc.	
14.	Meeting Reflections	Good meeting. The meeting was adjourned at 3:35pm	

Next Meeting: Tues. May 10, 2016 - 1:30 – 4:00 p.m., Barrie Common Roof (165 Ferris Lane, Barrie) – Board Room