



**PLANNING STRATEGY TABLE MEETING**  
**Tuesday, September 13, 2016**  
**1:30 – 4:00pm**  
**The Common Roof (165 Ferris Lane, Barrie) Board Room**  
**MINUTES**

Attended		Regrets
Chris Brens	Julie McAlpine (Recorder)	Gertie Beaucage
John Clarke	Elizabeth McKeeman	Danette Blue
Sandra Cole - Coordinator	Christine Simmons-Physick	Pat Carney
Lora D'Ambrosio	Stefanie Smith – Co-Chair	Karyn Cooper
Jacque Ferguson – Co-Chair	Mary Jean Watson	Gisele Forrest
Brenda Jackson via teleconference	Chris Wheeler	Jim Harris
Joan Kennedy		Sandy Thurston

	Item	Minutes	Motion/Action
1.	Welcome, Roundtable Introductions	Jacque welcomed everyone back to the table and welcomed Stefanie Smith as the new co-chair. A roundtable introduction took place.	
2.	Approval of Consent Agenda: Minutes: June 14, 2016 Agenda	As discussed at the June meeting, the minutes from June 14, 2016, and the agenda were sent out prior to the meeting as part of the consent agenda. As part of the work that took place over the summer, the website has now been updated with the previous minutes.  No changes to either the agenda or the minutes were noted. The agenda and minutes of June 14, 2016 were approved.	
3.	Changes to Agenda Format	The changes to the agenda format were reviewed. The Vision and Mission have been added to the top of the page and a new column identifying what strategic outcomes the items relate to is now reflected. Table members approved of the new format.	
4.	Planning Table Turn the Curve • Measurement Tool	Jacque sent out a reminder email to the task group looking at what measurement tools are to be considered, which will be presented back to the Planning Table.	Measurement tools to be presented to Planning Table.
5.	Planning Table TTC Report Analysis - Update	Over the summer, Jacque, Stefanie, Sandra and Julie met to review the TTC Report Analysis to look at how to condense this information. The TTC report has been condensed (the full report is still available) to focus on the information working groups need to connect, see gaps, overlaps, and opportunities for collaboration.  Sandra is the conduit to sharing information. She is committed to attending several working group/table meetings a year to remind groups what her role is, getting updates, presenting the slide deck and providing a refresher to	

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	show where linkages are, opportunities for collaboration, and to help connect groups.	
6.	<p><b>Business Arising:</b></p> <p>a) Coordinator's Report</p> <ul style="list-style-type: none"> <li>• Infrastructure</li> <li>• Secretariat</li> <li>• Other</li> </ul> <p>b) LHIN Update</p> <p>c) SNS Update</p> <p>d) MOMH Update</p> <p>e) Ministry Update</p> <p><b>a) Coordinator's Report:</b> Regular tables meetings are just starting back up.</p> <p><b>Infrastructure:</b> The Table is down to four members. Trevor McAlmont has left to work at the Provincial Child Advocates' Office.</p> <p>Work on the communication strategy, led by Alison LaMantia from the Infrastructure Table, is deferred pending the outcome of the recommendations from the Secretariat Retreat.</p> <p>Sandra and Julie worked on a number of processes over the summer to create efficiencies which have been approved by Infrastructure.</p> <p>Updating the website has taken place; updated information was requested from working group co-chairs. The proposed communication strategy plans for a full refresh of the website but in the meantime Sandra and Julie will continue to keep information updated. Planning Table members are encouraged to take a look at the website to see the updates.</p> <p>The draft Members' Report will be going to Secretariat for approval (replaces the Annual Report), then to Council.</p> <p>A new database for members is in the working stage. Information has been requested from members to help improve the dissemination of information. A stop gap strategy is in place until the new database rolls out.</p> <p>A call will be going out to Council members September 22<sup>nd</sup>, to take over the role of Trustee for the Coalition. This role is currently held by New Path and previously by CAS (Simcoe Muskoka Family Connexions).</p> <p><b>Secretariat:</b> Sandra provided an update on the discussions that were held at the Secretariat Table about the Coalition's structure in a changing environment. A Visioning Day was held on August 23<sup>rd</sup>, facilitated by Leslie Yeates, who was selected through a RFP process, and included guests from major initiatives, past chairs, etc. There was some great discussion in response to the two main questions posed. Leslie has submitted a summary report with recommendations around a proposed structure, supports and processes which has been shared with the group who attended August 23<sup>rd</sup>. Following process, this report will go to Secretariat on Thursday for review likely with</p>	Julie to follow up with co-chairs for missing information.

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	<p>recommendation for approval to Council on September 22<sup>nd</sup>. More information to follow as the process evolves.</p> <p><b>Other Updates:</b></p> <p>b) <b>LHIN Update:</b> Chris Brens had a limited report as most committees were on summer break. Work is happening on Bill 210 – Patients First – but there is no communication on this yet.</p> <p>c) <b>SNS Update:</b> Lora and Stefanie reported there is not much new to update. There is some documentation due to the Ministry. Leanne is leaving to go to RVH. Work is on track; it is going to be busy.</p> <p>d) <b>MOMH Update:</b> Liz McKeeman reported the Core Service Delivery Group met in July and August and have been drilling down on data, and doing some mapping get to a point to have data inform where gaps are.</p> <p>Sandra gave an update on the work she is doing with Jocelyn Busch, Probation Officer, on Service Priority #1: Access. Consultations are taking place with parents, family, youth and community partners to show them what resources exist and to determine what access mechanisms they want to see. Information has been collected through the Common Point Project (Care Connections) consultations around creating a navigation point and we do not want to duplicate or replicate work being done. The end result of collecting this information will be a final report that represents what stakeholders want to see in how they access services, no matter where the child or youth is on the service spectrum i.e. beginning, crisis.</p> <p>Brenda Jackson reported on a community mapping day that was held in Midland for youth, families and service providers. 40 people attended with good feedback. The summary report is in progress and it is hoped a draft report will be ready shortly.</p> <p>Coordinated Service in Schools is Service Priority #2. Liz reported that there are major changes in schools regarding how mental health supports are offered and a meeting is scheduled for October with the school Boards to discuss how these new changes are working.</p> <p>Liz and Glen Newby are connecting with Louise Paul re intersections between SNS and MOMH. Sandra met with Leanne Weeks and Mary Riggan as they</p>	

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	<p>are serving many of the same children, youth and families. There is commitment to support each other and the work happening in both initiatives.</p> <p>A discussion took place regarding having the SNS provide a formal presentation to the Planning Table and connecting the work being done by MOMH. SNS provides updates as a standing item on the Planning Table agenda. This suggestion will be revisited pending the recommendations around the Coalition's structure.</p> <p><b>e) Ministry Update:</b> No update.</p>	<p>Bring forward for discussion pending outcome of recommendations on Coalition structure.</p>
7.	<p>Planning Table Working Group Presentation Feedback Process</p> <p>Sandra reviewed the draft presentation feedback process which had been sent out to members with the consent agenda items.</p> <p>10 minutes would be allotted after each presentation to complete one collective form and come up with feedback. Julie currently puts this information into a chart based on each form completed but it would be preferable to do one collectively as a table. The presenter could stay while this is done and be given feedback during the meeting. A discussion ensued that this is not grading, but an alignment exercise. The Working Group Network Update form goes out to presenters for their reference prior to their presentation. The first page of the Update form was reviewed and contains no language related to grading, nor does the email Sandra sends with the form.</p> <p>Planning Table members liked this idea and will trial it with today's Best Start presentation.</p>	
8.	<p>Best Start Network Annual Presentation</p> <p>Lora presented the Best Start Network's annual update which included an overview of the Best Start initiative, its principles, major accomplishments, evaluation components and how the Coalition can support the network.</p> <p>Lora provided updates on the move from Ontario Early Year Centres to Ontario Early Year Child and Family Centres.</p> <p>Lora will share results of the survey related to the benefits of participating on the Best Start Network.</p> <p>Following the presentation, a resulting discussion took place around the notion of the Coalition being a decision making body vs. a body bringing people together. When looking at Tables, many were planning on their own; the more we align with each other, the stronger we become. There is overlap between LHIN, Best Start and the Coalition in their work. So many of the same people are at the same tables. However, communication of</p>	<p>Lora to send Julie results of survey to share with table members.</p>

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	<p>information may be an issue as the different staffing positions involved may not be good at communicating what happens at each level. Some of this discussion mirrors that discussion that took place at the recent Secretariat Retreat.</p> <p>Lora reported Lesley Watts is stepping down from the BSN co-chair position; her replacement is to be determined.</p>	
<p>9.</p>	<p>Presentation Feedback Discussion</p> <p>Lora remained while table members discussed how the presentation aligned with the indicators:</p> <ul style="list-style-type: none"> <li>a) Yes</li> <li>b) Yes</li> <li>c) Yes</li> <li>d) Yes</li> </ul> <p>Aligns &amp; integrates: yes            Increases sensitivity-francophone/FNMI/LGBTQ: yes            Evaluation: yes</p> <p>Feedback on presentation:</p> <ul style="list-style-type: none"> <li>• Best Start is a model for alignment and integrated planning</li> <li>• It is a great example of evaluative framework and use of RBA</li> </ul> <p>A couple of changes to the form were requested:</p> <ul style="list-style-type: none"> <li>• reversing the line graph was requested i.e. 5=yes, etc.</li> <li>• Change wording: Does the initiative/project address <u>any</u> of the following:</li> </ul> <p>Lora provided some feedback on the process. While the process is helpful it is not possible to do it justice in 15 minutes as it is not enough time to encompass all the work being done. It was recognized that networks may require additional time versus someone presenting on one RBA but perhaps information could be provided as to where previous information could be accessed. It was noted that Best Start, TAYSoS and CTN, as networks, are standing agenda items.</p> <p>A discussion took place around maybe having to start to think differently as a Coalition i.e. instead of bringing information to us, the Coalition via the Chair/Vice Chair commit to going out to Tables, Networks, work groups to hear about the work. This is again reflective of some of the feedback from August 23rd which suggests that the Coalition could organize and host once or twice a year a celebration event where working groups could present to learn from each other. Lora spoke about receiving community collaboration funding two years in a row.</p>	<p>Julie to update the form.</p>

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		<p>Sandra will email the feedback from today to Lora and include the information on the “celebration day”.</p> <p>Members liked how this process worked and it will be continued going forward.</p>	<p>Sandra to email feedback to Lora.</p> <p>Continue the presentation process going forward.</p>
10.	Coalition Presentation to Working Groups	<p>The slide deck that will be presented by Sandra at working group/network meetings was reviewed. Information may change pending the recommendations from the retreat. Sandra is also willing to come out to other groups to present, as her schedule permits. The presentation could be shared as a resource for other purposes i.e. Board orientations. If this presentation is shared or presented, please let Sandra or Julie know as we will track this information.</p> <p>The TTC analysis slide, linking the particular agency Sandra is presenting to, will also be included during the presentation.</p> <p>There are a lot of new members, co-chairs around the tables. This presentation will help to show how agencies are connected. A reciprocal relationship is a key message and Sandra is the conduit between the groups.</p> <p>While presenting, Sandra will share we are independent contractors who work part-time.</p> <p>Sandra and Julie are working on a historical perspective of the Coalition and will pull examples of work influenced by the Coalition, benefits, etc. into a PowerPoint so this information does not get lost.</p> <p>John acknowledged the work Sandra and Julie have been doing.</p>	Julie to send presentation to table members.
11.	Network Updates <ul style="list-style-type: none"> <li>• CTN</li> </ul>	<p><b>CTN:</b> No update.</p>	

**Next Meeting: Tues. October 11, 2016 - 1:30 – 3:40 p.m., Barrie Common Roof (165 Ferris Lane, Barrie) – Board Room**