

## **Terms of Reference**

### **Simcoe County Autism Spectrum Disorder Partnership**

#### **Preamble**

The Simcoe County Autism Spectrum Disorder Partnership operates through the collaborative efforts of community programs and individuals affected by ASD so that common themes, gaps and challenges with respect to ASD can be improved and supported.

#### **Purpose of Committee**

The purpose of the Simcoe County Autism Spectrum Disorder Partnership is to increase resiliency of individuals with ASD and their families living in Simcoe County.

#### **Goals of the Committee**

- To improve access to a seamless, coordinated system of service
- To broaden understanding of ASD and related needs
- To build/increase capacity
- Enhance community partnerships

#### **Activities**

- To improve the experience of individuals accessing information and services
- To build on the existing service structure
- Formalize links
- Undertake joint agency planning and training

#### **Membership**

Active Members:

- Kerry's Place Autism Services
- Autism Ontario Simcoe Chapter
- Mackenzie Health – Centre for Behaviour Health Sciences
- Catulpa Community Support Services
- Intensive Service Co-ordination
- Children's Treatment Network of Simcoe York
- Simcoe Muskoka Catholic District School Board
- Simcoe County District School Board
- Parent representative
- Kinark Child and Family Services
- New Path Youth and Family Services
- Early Intervention Council

Invited Members:

- Simcoe Community Services
- E3 Community Services
- Royal Victoria Hospital
- Orillia Soldiers Memorial Hospital
- Developmental Pediatrician
- Simcoe-Muskoka Child and Family Services

**Guiding Principles of the Committee**

1. We believe in holding children, youth, adults and their families central to our work.
2. We believe in the importance of the person centered approach.
3. We believe in the lifespan focus in our service planning and delivery.
4. We believe in empowering parents/caregivers through education and training.
5. We believe in empowering teams to embrace partnership, collaboration and integration.

**Selection of Co-Chairs:**

Each of the Co-Chairs commits to a two year term. Their terms are staggered so that a new Co-Chair always assumes leadership with the help of someone who has been in the position for one year. A new chair will be selected from a roster containing all the committee members.

**Selection of Administrative Support**

Each agency is encouraged to take a rotation in providing administrative support for a two year term.

**Meetings**

Meetings will be held quarterly plus additional meetings as needed. Should a subcommittee be formed, the committee will meet at its own discretion.

**Voting**

Should a vote be required, a quorum of 50 % of the active members must be present in order for a vote to take place. One vote per agency/organization.

**Reporting and Accountability**

Co-chairs will report to the Simcoe County Planning Table under the Child, Youth and Family Coalition. All members hold responsibility to report to their organizations and/or ASD funder as required. Members are accountable to the group in so far as working together for the betterment of service delivery for individuals with ASD and their families.

**Review**

These Terms of Reference will be reviewed every two years.