**

INFRASTRUCTURE STRATEGY TABLE MEETING

Thursday, November 8, 2012

9:30 a.m. -11:30 a.m.

Simcoe County District School Board (Hwy #26, Midhurst)

**Present:**

|  |  |  |
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| Austin, Donna  Clarke, Debbie  Gallow, Marg | Manocha, Renu (Chair)  Szwarc, Mark  Veenstra, Kristina (recorder) | Woods, Deb  Edwards, Ken |

**Regrets:**

Armstrong, Rob Craig, Michele

Bishop, Greg

**Many thanks to the Simcoe County District School Board for hosting today’s meeting!**

1. **Welcome to new members**

Roundtable introductions were done. Renu is chairing today-- many thanks!

1. **Revise/Approve the Minutes from October 11 meeting**

Minutes of October 11 were approved as circulated.

1. **Approval of the Agenda**

Agenda approved as circulated.

1. **Updates**

* **Planning Table:** next meeting November 13.
* **Secretariat**: See minutes attached (to be posted on our website once redesign has been completed the end of this month). It was discussed to include the School Boards (Donna Austin from SCDSB) on the Inclusive Recreation Broadsheet task group.
* **Care Connections:** we have been co-planning with LHIN for a year now. There is a plan that is being facilitated by Eric Sutton (Consultant) and chaired by Janet Harris. Deb next month will provide an update on this plan highlighting pieces that will be delegated to the Coalition. Members discussed Mackenzie Health being involved and continuing for the developmental disabilities. **ACTION: Deb to distribute the LHIN plan with highlights.**

1. **Data Consortium Presentation:** Arfona and Irena joined the group to discuss the data consortium update; introductions were done. Both Arfona and Irena are working in new positions at The County of Simcoe; congratulations to Arfona and to Irena who will be back in her position as Research Analyst in 5 months (she is working on the LIP portal project). The Data Consortium is a very important member benefit we offer to Coalition members; members become part of the consortium for quality data reports; after consultant fees this is the largest piece of our budget. We discussed the need to have more measurable outcomes in our Strategic Plan and discussions at our Planning Day 2013. **ACTION: Copies of the presentation to be distributed to members via e-mail. Coalition members who have not signed their contract as yet have been followed up by The County. Many thanks to the County for all their help with this important member benefit. This presentation to be done at Council November 29 in a shorter version.**
2. **Business Arising**
3. **Goal #2: b) Financial Stability**

**Financial Statement October 2012:** copies of the financial statement were distributed prior to the meeting for member review. We have all our member fees and have not yet paid for Data Consortium as yet. We are doing well in our budget and we are running under budget which is great news. We may have costs for the 2013 Planning Day and an extra $1,000 for the website redesign which could come out of the operating due to fewer meetings. **ACTION: All approved – moved by Ken and second by Marg to go to Council November 29. Kristina to make changes to YTD budget as discussed and redistribute to members for their records.**

**Membership:** Kristina followed up via e-mail as a final attempt to confirm membership with an end date of October 31 to Camp Couchiching, Colibri, Georgian Bay Native Women’s Association and Orillia Youth Centre; no response was received therefore all have been removed as members. ACTION: Francophone

**2013/14 Membership Invoicing to Council:** since Council is now meeting only 5x per year, we will need to bring the final invoicing package for next year to Council January 24. Copies of the invoice and letter for February 2013 were distributed to members prior to this meeting for information and review. **ACTION: All approved using the same allocation. Kristina to update Michele’s spreadsheet and redistribute to Infrastructure Table members and help forecast our revenues. To be brought to next month’s meeting to go to January Council with letter, Annual Report and You Made it Happen.**

**MOA Revisions:** Copies of the MOA revisions were distributed to members prior to this meeting for review and information. **ACTION: To be finalized next month.**

**Goal #2: c) Coalition Member Staff Development**

**LEAD Update & Subcommittee:** The LEAD cohort for 2012 is ending December 14with presentations by participants and handing out of certificates at the Kempenfelt Centre; David Jeffrey (Chigamik) and Louise Paul (CTN) have confirmed wishing to attend. **ACTION: Deb, Debbie Clarke and Kristina to attend as well. A small Task Group to be convened in January (Debbie Clarke, Greg Bishop ?, Renu Manocha, Kristina and Deb) to discuss the LEAD curriculum for the coming year (which will start in September 2013-June 2014).**

**Goal #2: d) Identify Efficiencies**

**Shared Services Presentation to Council:**  group met (Sandra Mawby (CONTACT), Deb Woods, Ken Edwards (Catulpa/New Path), Sandra Horney (SMDHU), Mark Szwarc (CCAC) November 1 and to plan presentation under Hot Topics to take place at the November 29 Council meeting. David Allan from the Georgian Co-op will also join this presentation on the 29th. **ACTION: Kristina to send copies of the Shared Survey to members for information and an e-mail to the members of this task group to confirm presentations to her by November 16.**

**Annual Report:** deferred.

**Website Redesign Update:** Kristina has distributed several revisions of the site over this past month for this Table’s review. The approved redesign templates were sent last week and are currently being loaded onto the new Sitefinity version 5 platform. This should be completed by the end of the year.

**Participation Tool Next Steps:** Kristina and Deb have been populating this chart over the last month. **ACTION: Kristina to send the most recent version of this chart to members for their information and review.**

**Table Discussions:**

**Terms of Reference vetted to Goal #3:** copies of the revised Terms of Reference were distributed to members prior to this meeting. No changes required. **ACTION: To move to Council November 29.**

**Next Meeting:**

**December 13, 2012, 9:30-11:30 a.m., Simcoe Community Services (129 Ferris Lane, Barrie)**

**-Marg to Chair-**