



INFRASTRUCTURE STRATEGY TABLE MEETING

Thursday, Feb. 12, 2015

9:30 – 11:30 a.m.

The Common Roof (165 Ferris Lane, Barrie), Resource Rm.

Minutes

Attended	Declined
Marg Gallow Trevor McAlmont Sharon O'Neill (recorder) Melanie Slade-Morrison Deb Woods	Ken Edwards Brian Shelley Lori Shirley Gurjinder Jammu

Item	Minutes	Motion/Actions
1 Welcome		
2 Approval of Minutes from Jan. 8, 2015	Approved.	Sharon to fix grammar in item 6 and republish.
3 Approval of the Agenda	Approved with addition of –HSC Children's Mental Health and Data Consortium in updates.	
4 Co-chair update	Brian Shelley is still acting Interim Co-Chair. Trevor will contact Lori Shirley to discuss possibility of becoming Co-Chair.	Trevor will contact Lori Shirley to discuss possibility of becoming Co-Chair.
5 Updates <ul style="list-style-type: none"> ➤ Planning Table ➤ Secretariat ➤ Coalition Council ➤ LHIN Care Connection updates ➤ HSC -Children's Mental Health ➤ Data Consortium update 	<p>Planning, Secretariat and Council current minutes are available for view on the website. Active Links included adjacent.</p> <p>LHIN - Marg provided an update. Marg noted that LHIN needs be a signatory on the Special Needs Strategy.</p> <p>Hospital for Sick Children (HSC) Marg reported HSC has funding to promote training</p>	Marg will take Data Consortium membership request to the LHIN Leadership Council.

		<p>for Children’s Mental Health. Catulpa Community Action Program for Children (CAPC) was chosen as a site. Training will focus Infant Mental Health from 0-6 yrs. HSC has appointed a lead to make this happen. Over 400 staff in County will be trained to execute service. This program should be highlighted at Council.</p> <p>Data Consortium – Organizations outside the Coalition have been requesting to join. The County of Simcoe didn’t have process of membership fees for those outside of Coalition. Discussions are taking place at the County on how to handle fees if these organizations don’t join the Coalition. Trevor will recommend they join the Coalition. (Georgian Bay General Hospital and Workforce Development Board – Simcoe County.) Trevor is planning on hosting a Data Day to invite community partners. Employment and economic partners will be invited. Deb proposed the Coalition can help promote the Data Day. More positions are opening up for research analysts in the community. Georgian College produces many graduates who are hired in the community.</p> <p>The LHIN may possibly join the Data Consortium. Marg stated this would go through the LHIN Leadership Council and offered to take request to LHIN Leadership Council.</p>	<p>Trevor will speak to organizations to join the Coalition and receive double benefit of Data Consortium.</p> <p>The Coalition will support ‘Data Day’.</p>
6	<p>Strategic Plan: Theme # 4: Demonstrating Outcomes:</p> <ul style="list-style-type: none"> • Jan. 26 Co-Chairs reporting update <ul style="list-style-type: none"> ○ CYFS Planning Table track sheet ○ Turn the Curve Report Sample • Dashboard framework 	<p><u>CYFS Planning Table track sheet</u> – Trevor showed this form that Planning Table will use to track the Turn the Curve exercises coming back from working groups.</p> <p><u>Turn the Curve (TTC) Report Sample</u> – Trevor presented the TTC Report guideline and BNTG- Canada Learning Bond as an example. John Clarke found starting with story behind the baseline – produces good results for creating data for this report. Deb reported that FASD, Dual Diagnosis, COMPASS and Best Start are almost ready to report. ACBC’s will follow after their March meeting. During March, Planning and Infrastructure will be able to gauge what is available to report to Council. March 12 Infrastructure meeting will involve compilation of reports for Council. Working groups will produce an initial report outlining their project scope and performance measures. This will enable Infrastructure to update the Council in March. This initial report will not have much data but will be a beginning baseline.</p> <p>TAY Data – Marg will share data when available. Next meeting is March 2 –at the school board. Trevor suggested aligning data and engaging with the Data Consortium.</p>	<p>CYFS Planning Table Track Sheet – Sharon- Change Working Group Best Start Network and Youth Justice Advisory Group. – revise and send to Nadia Martins & Elizabeth McKeeman</p> <p>Marg to share TAY data with Trevor for the Data</p>

		<p>Dashboard – deferred until Gurjinder is able to bring an example of the Quality Function Deployment tool.</p>	<p>Consortium.</p> <p>Carry over item noted: Gurjinder Jammu to bring example of Quality Function Deployment tool for Dashboard design.</p>
<p>7</p>	<p>Business Arising</p> <p>Goal #2: b) Financial Stability</p> <ul style="list-style-type: none"> • Statement of Operations to end of Jan. 31, 2015 • Membership 2015-16 Package • Member fee update <p>Goal #2: c) Coalition Member Staff Development</p> <ul style="list-style-type: none"> • YMCA/Lakehead Leadership Program – join with LEAD? • Awards and Recognition Task Group Update <p>Goal #2: d) Identify Efficiencies</p> <ul style="list-style-type: none"> • Website Strategy <ul style="list-style-type: none"> ➢ Training Pavliks ➢ Site Analysis 	<p>Statement of Operations – Sharon presented statement. Recommended Ken & Sharon -Statement of Operations – take out Contract Services Lough Barnes Planning and LEAD from Expenditures on Statement since these items are no longer applicable.</p> <p>Deb and Sharon are working on the Membership 2015-2016 package and Sharon will mail out by the end of the month.</p> <p>2014-2015 Member fees are still outstanding from 2 organizations. Secretariat is taking action and contacting these organizations.</p> <p>Member fee update. Hold their membership mailing of those outstanding.</p> <p>Staff Development. – Discussion of how to connect with YMCA/LEAD Training. This will be discussed with Brian at the next meeting. Similar topics are covered with YMCA and LEAD. Cost is similar to LEAD -\$600 plus HST and the first of a 3 part educational stream</p> <p>Awards and Recognition – deferred until Brian can update. There is concern of providing awards and recognition at the May Council. The process may not meet the deadline. Marg has not heard from Brian. The basis for the process has been sent to Brian from previous work that Trevor and Sandra Cole did. Marg stated she would send Brian a note to start the process.</p>	<p>Ken & Sharon - Statement of Operations – take out Contract Services Lough Barnes Planning and LEAD.</p> <p>Sharon - Hold outstanding dues members when sending out 2015-2016 MOA package.</p> <p>Item for next Agenda. Discussion YMCA/LEADwith Brian Shelley.</p> <p>Marg will send Brian a note to start Awards and Recognition process</p>

	<p>Sharon stated she had attended the Introduction and Advanced Web training courses at Pavliks and has been updating the website with content. Sharon demonstrated the site and current areas of publishing and stated that the structure of the site is good and is an excellent site for the members to utilize. The Calendar of meetings and Events is now fully functional. Trevor will send upcoming trainings to Sharon for posting in the Event Calendar. A youth friendly site was discussed and it was agreed that we are not a direct service provider. The website links to each organization and the 'Need Help' link connection to 211 is clearly present. COMPASS francophone have asked Sharon to create a page and members are actively using this page for their needs. Sharon pointed out the structure template areas that she cannot access to modify. This work would have to be sent back to Pavliks who own the design. Melanie also reminded all that AODA guidelines should be met. This committee can review the site and list modifications to best utilize any work from Pavliks for cost effectiveness. Marg stated Catulpa is quoting for website AODA. Melanie and Trevor stated their organizations have re-designed their websites. Further analysis of the site and user metrics is required.</p>	<p>Trevor to send Sharon training information to post on the website events calendar</p>
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Next Meeting: Thurs. March 12, 9:30–11:30 a.m., Common Roof (165 Ferris Lane) Resource Rm.