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PLANNING STRATEGY TABLE MEETING

# April 9, 2013, 1:30-4 p.m.

**The Common Roof (165 Ferris Lane, Barrie)**

# MINUTES

**Present:**

|  |  |  |
| --- | --- | --- |
| Bebb, Heather  | D’Ambrosio, Lora | Watson, Mary Jean (Co-Chair) |
| Blue, Danette | Forrest, Gisele | Thurston, Sandy |
| Byrch, Ligaya | Harris, Jim  | Woods, Deb  |
| Clarke, John (Co-Chair) | McKeeman, Elizabeth | Veenstra, Kristina (recorder) |

**Regrets:**

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| --- | --- | --- |
| Carney, Pat Dr. | Jackson, Brenda | Riggin-Springstead, Mary |
| Cascagnette, Fiona | LeBlanc, Terry  | Walther, Barnabas |
| Cole, Sandra | Martins, Nadia | Villella, Melissa |

**Guest:** Marlene Ham, LGBT Network.

**Thanks to The Common Roof for hosting today’s meeting.**

1. **Welcome: Roundtable Introductions**

Roundtable introductions were done.

1. **Approval of Minutes February 12, 2013**

Minutes approved as circulated.

1. **Approval of Agenda**

Agenda approved as circulated with additions of Care Connections Forum and Grandparents Parenting Again.

1. **Table Updates**
* **Infrastructure:** see link on website <http://www.simcoecountycoalition.ca/home/main-navigation/members/cyfs-coalition-meetings/infrastructure-table>
* **Secretariat:** see link on website <http://www.simcoecountycoalition.ca/home/main-navigation/members/cyfs-coalition-meetings/secretariat-table>
* **Coalition Council:** see link on website <http://www.simcoecountycoalition.ca/home/main-navigation/members/cyfs-coalition-meetings/coalition-council>
* **Care Connections:** Deb provided the Care Connections update please see the attached table highlighting the plan. Things are moving forward very nicely. A big item that came out of this plan is that RVH is housing the child and adolescent mental health beds (4 on an interim basis, building to 8); they are close to hiring a pediatric psychiatrist for this. **ACTION: It was discussed and assumed if they will be prepared to take children with developmental disabilities; some of the work being done by the sub task group should be fed into this plan.**
1. **LGBT Follow Up**

The motion approved here at the Planning Table meeting, November (date please), 2012, was approved at Council January 24. Marlene Ham joined the group to discuss the motion and next steps. The LGBT group that includes broad sector representation is working on the Terms of Reference and work plan to be completed by the end of April. The Network submitted an abstract to Laurentian University of work being done in Simcoe County for a chapter in a book and it was accepted. This will legitimize what the processes look like in Simcoe County; the model designed for the needs assessment and how that has had an impact policy in Simcoe County. Therefore, the outcomes of the report will include what is happening with the Coalition. If we can find a way to connect LGBT into the Coalition Strategic Plan with possibly some focus groups. It was suggested these focus groups would include community members (adults really want to be engaged); ideally they would like to have a focus group for adults and one for families. **ACTION: Would like to have a representative on the Planning Day Task Group. Focus groups may or may not be included in the strategic planning process. Without focus groups, Marlene agreed to be the contact person to get LGBT view and voice heard (survey, on the strategic planning day). Marlene to ask the group if they wish to be an official task group of the Coalition which means reporting into the Planning Table periodically, becoming a member and looking at alignment.**

1. **Strategic Plan**

**Planning Day 2013 Task Group:** The small task group has met several times and is being co-chaired by Melanie Cooper (United Way) and Susan Carmichael (CAS). An RFP was sent out with 5 proposals were received. The Planning Group decided to interview 3 of the 5. The new consultant has been chosen and accepted as Lough Barnes – David Barnes. He comes recommended by Simcoe Community Services, has experience with FNMI issues and strategic understanding of child welfare and mental health issues. Service integration, planning and communication process and their personal warmth were highlights; if you wish further information on the consulting firmplease let Kristina know. The task group will meet with the consultant for the first time on April 23.

The date of the Planning Day was discussed as being used as the already scheduled Council meeting on November 28. Since Council has already cut back to only 5 days to meet, members are not opposed to adding another date to members' calendars so we do not sacrifice another Council date. Members suggested October 24 (4th Thursday). **ACTION: Deb to bring date forward to the Planning Day Task Group on April 23.**

1. **Business Arising**
* **Grandparents Parenting Again:** Gisele asked to meet with CAS and OEYC to discuss Grandparents Parenting Again group. They are looking at how we can support these Grandparents particularly for those who have children with mental health, medical and disabilities needs. Wraparound cannot support this so it was suggested to bring it to the Coalition to make the community aware and there are teams of support for the grandparents. This issue has been going on in Simcoe for some time and is now becoming a significant service gap. We need to explore the issue further, following a presentation. **ACTION: Members agreed that this is the table to come to and have them do a presentation with the periodic report completed; Kristina to send Gisele a copy of the periodic report and schedule the presentation for May or June.**
* **Evaluation of Periodic Reports Matrix:** this information was presented last month and Deb feels it needs to go into our Planning Day strategic discussions. **ACTION: This to be added to the Planning Table report for presentation to Council – it is an evaluation tool.**
* **How to engage health sector partners & Care Connections Forum:** this has been discussed many times here and does go with the Care Connections Forum on May 28 and 29th. There is an opportunity for organizations to apply and present their group/agency. Part of this is resuming the discussion with health sector partners under the Working Together common screening tools, with Eric Sutton reconvening with CHC and Family Health Teams. It was discussed how to engage with the Primary Care Network; Ligaya spoke to this. **ACTION: Kristina to distribute the Care Connections Forum information to everyone (application to: nsmcareconnections@lhins.on.ca). Ligaya to connect Deb to Dr. O’Halloran for further discussion.**
1. **Task Group Reports**
* **Basic Needs Task Group**

Heather provided an update for the Basic Needs Task Group (attached) as the longest standing task group of the Coalition (approx. 15 years). Heather provided a survey to members that will be sent out to members regarding the Bridges Out of Poverty; pre and post attitude survey has been done. This one is what has changed in terms of your practice, what has changed in your agency etc. Copies of the Bridges Out of Poverty project plan and the draft survey monkey were distributed for member review and approval. **ACTION: Please do not let the Basic Needs goal fall off the next Coalition Strategic Plan and include best practices. The Bridges survey results to be sent to our Planning Day consultants to add to the strategic plan. All approved the distribution of the survey as distributed.**

* **Integrated Working Task Group (IWTG)**

Sandy spoke to the group regarding the IWTG and the proposed changes to the Coalition Memorandum of Association (MOA). Copies of the proposed flow, current MOA and explanation letter were distributed to members prior to this meeting for review. Apology was given that this went to Coalition Council on March 28 as a preliminary/early warning conversation first on March 28 and now coming here for next steps. This was only due to timing of Council and only meeting five times per month. There were few questions received thus far from Council members therefore, we are ready to move into a discussion of how to move this forward into a draft. The conversation helps us understand that we need clarity around language (i.e. CAF) and if this level of accountability is okay with Coalition members then to non-members. This will need to fit in with the new strategic plan in the Fall as well. **ACTION: Discussion of clarity took place between the MOA for Coalition members and MOU being used for networks and task groups. All members approve this new process as it may help with some built in accountability to members with clarity for networks and task groups. Deb and Sandy to redraft the MOA and utilize the MOU with the Best Start Network as a test. This to be brought back to IWTG on the 24th then back here in May for further discussion (inclusion of wording re: CAF in MOA).**

1. **Network Report**
* None this month

**NEXT MEETING: Tuesday, May 14, 2013, 1:30-4 pm, Common Roof, 165 Ferris Lane, Barrie**