******

PLANNING STRATEGY TABLE MEETING

# December 11, 2012, 1:30-4 p.m.

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

# MINUTES

**Present:**

|  |  |  |
| --- | --- | --- |
| Blue, Danette | Henderson, Heather | Watson, Mary Jean (Co-Chair) |
| Clarke, John (Co-Chair) | Martins, Nadia | Walther, Barnabas |
| Cole, Sandra | McKeeman, Liz | Woods, Deb |
| Harris, Jim | Thurston, Sandy | Veenstra, Kristina (recorder) |
|  |  | Villella, Melissa |

**Regrets:**

|  |  |  |
| --- | --- | --- |
| Bebb, Heather | Cascagnette, Fiona | Jackson, Brenda |
| Byrch, Ligaya | D’Ambrosio, Lora | Riggin-Springstead, Mary |
| Carney, Pat Dr. | Forrest, Gisele |  |

**Guests: Gail Hamelin, Kinark**

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

Roundtable introductions were done and an explanation of the Periodic Reports; these are to be used, for reports from each task group or network, ongoing. Terry LeBlanc from CAS will be replacing Heather Henderson starting in January – you will be missed Heather!

1. **Approval of Minutes November 13, 2012**

Minutes approved as circulated.

1. **Approval of Agenda**

Agenda approved as circulated with addition of Transformation from Danette Blue.

1. **Table Updates**

* **Infrastructure :** Did not meet since our November 13 meeting. Meeting again December 13.
* **Secretariat**
* **Council**
* **LHIN Care Connections planning:** Deb provided the Care Connections Work Plan from the Steering Committee via e-mail for members review and information. The last meeting took place the end of November and another this morning regarding Dual Diagnosis. Tony Vipond of Community Living Huronia and colleagues presented an interesting model that is in place for adults who have a dual diagnosis, the Central East Network of Specialized Care. This includes teleconferencing network which might be able to be used for children and youth and is compatible with the Ontario Teleconferencing Network (OTN) used by mental health providers. Next meeting of developmental disabilities care providers convened by Eric Sutton will be looking at mapping of what services already exist. There is also a Francophone consultation coming up in early January 2013. The Aboriginal CANS work is moving forward as well.

1. **LGBT Update Presentation to Council**

Unfortunately, the motion approved here last month did not have time at Council to be heard. Ligaya Byrch will be attending our next Council on January 24 to provide the presentation and motion for approval during this meeting. **ACTION: Ligaya to present January 24 to Council.**

1. **Strategic Plan**

**Planning Day 2013 Task Group and Council Ask Update:** The task group will begin in January: Rob Armstrong (YMCA), Mary Jean Watson (SMDHU), John Clarke (MacKenzie Health), Nadia Martins (La Cle), Lora D’Ambrosio (The County), Sandra Cole (Simcoe Community Services), Melissa Villella (French Catholic Board) and Natasha Manzone (BSW Student). Copies of the Terms of Reference for this group were distributed for review and discussion. A facilitator is required via an RFP and funds for this still need to be established; $5,000-8,000. **ACTION: Kristina to send out some dates in January and ask Brenda Jackson if she can attend, be copied or provide information. Need to try and have a representative from either Vice Chair, Chair or Past Chair of the Coalition and a member of Infrastructure Table. If anyone has a name of a consultant/facilitator for this day please let Deb know. David Barnes and Fred Gallow were consultant names suggested for consideration.**

1. **Business Arising**

* **Terms of Reference Approved: Planning Table TOR**  were approved at the November 29 Council meeting. All have final copies. **ACTION: John and Mary Jean to sign and return to Kristina.**
* **Evaluation of Periodic Reports Matrix:** copies of this matrix were distributed for information and copy of the periodic report for discussion. Deb walked through the ACBC presentation results and highlighted the “Sustainability” column; need to revise the “Sustainability” column as there are many “mixed” comments. There is no room for a comments section – do we need that? What is this telling us? – is it helping us see alignment? What do we do with this information? How do we feed the information back to presenters? To date, comments have been ad hoc and nothing formally done but by e-mail with suggestions.
* The group discussed the Coalition-wide goals and in the future we may need to weigh them for the non-negotiable ones; not for this report as the goals will change in 12 months with the new Strategic Plan. Members would like to trial the revised Evaluation form with some presentations and discuss following. “Googledocs” was discussed. **ACTION: Please ensure that your score sheets following each presentation be provided to Deb or Kristina following each meeting so they can be included in this matrix. We need to ideally have a conversation following each presentation. Suggestions/feedback to be discussed among members as “to be considered”, “it would be helpful” – more strength-based – members to discuss this following the presentations so we need to ensure time is allocated for this (1 or 2 presenters per month maximum) then a written e-mail based on the minutes.**
* **How to engage health sector partners:** health sector partners are being engaged through the LHIN Care Connections. There have been some asks from physicians as they do not know where to go and what is out there. Therefore, what we are trying to do is work within Secretariat to discuss these requests and provide information for physicians at their convenience instead of asking them to come to us. We need to determine who in the health sector we want to speak with and if it is solely physicians; we need to be creative on how to get in touch with them. The LHIN, Eric Sutton, Ligaya Byrch, Dr. Sue Surrey can all be tapped into. This is on the LHIN work plan primarily around screening tools. **ACTION: Have Dr. Sue Surrey, Eric Sutton and Ligaya Byrch come to discuss how to engage physicians (i.e. Grand Rounds) at our next meeting if possible. Kristina to also follow up with Gary Machon of BCHC regarding presentation next month or moving this to February…March.**
* **BSW Laurentian Student:** Natasha Manzone BSW student from Laurentianis available to help with our Planning Day strategic planning process. We will include her in our Planning Task Group as above starting in January 2013.

1. **Task Group Reports**

* **Integrated Working Task Group (IWTG) – Sandy Thurston (CTN)**

Copies of the IWTG report were distributed for review. This group is a combination of the Single Plan of Care and Integrated Approach to Services groups that merged last February 2012. It is the Coalition reference group for WTFKMH and ensures connection to the LHIN Care Connections plan for children’s mental health including Common Assessment Framework and screening and assessment tools. Memorandum of Understanding with the Coalition members is being drafted and the plan is to bring the MOU for approval to Council early in 2013 reminding them what work has been done and how this aligns with many other policies with funders. **ACTION: Kristina to add to the Council agenda.**

* **Crisis Steering Committee – Gail Hamelin (Kinark)**

Copies of the report were distributed for review and discussion. This was developed over 5 years ago to help provide seamless service for families in crisis. This committee monitors the Suicide Risk Protocol across the County. CIT training with Barrie Police by CMHA will be included in this report as well; discussion ensued of the progress with Barrie Police for mental health behaviour in the community and how to manage it. For the Youth Crisis Service there are fax and back door numbers for after-hours service which will get response in the morning; during office hours response is within an hour. **ACTION: Gail to provide the Youth Crisis Service flyer/one pager to Kristina to distribute through the Coalition. Involvement with the 2 Francophone boards can happen with Mélissa’s help; capacity to offer the service in French is not yet possible however as it is a very small service (not sure? Does this mean there is little demand for French services to date?)) funded right now - there is a claus in the protocol to refer to La Clé d’la Baie. Adult activity flyer for Francophone community members was distributed for information.**

* **Suicide Protocol:** Copies of the report were distributed for review and discussion. **The need for an e**valuation plan was discussed and encouraged; parent worker and youth feedback forms were attached but taken out as it was found that the timing to be asking these parents (midst of a crisis) not to use them. Collecting the tracking forms right now is the challenge. Once the South Simcoe Group in the Spring is up and running then this could be brought to the Crisis Steering Committee (who oversees the protocol) as an issue and the need to evaluate this project with funds for support to get this done. Survey monkey is used pre and post with workers but this is not all pulled into one plan. This survey can be redone as well but assistance is required.

**ACTION: Kristina to post these reports on the website once up and running.**

1. **Service System Transformation by Danette**

It was announced by the Minister on November 19 that Children’s Mental Health Transformation is underway, with two key areas being pathways to care (where to go to get the services) and core services (defining core services, what is the service continuum, expectations provincially and regionally). The continuum includes services that are not always MCYS funded services (i.e. that public health provides). Goal is to improve or enhance services for children and families. Tools will also be available for these lead agencies in terms of memorandums, service contracts, funding, budgeting, regulation, legislation etc. The roles and responsibilities for these lead agencies is still being finalized. Communities are being defined right now; between 50-60 communities will be included. Tremendous recognition has been given to work already done in communities. Implementation is to be staged. It is anticipated that communities will be identified late this fiscal year or early next year (?) . We are in the initial stages of the transformation.

**NEXT MEETING: Tuesday, January 8, 2013, 1:30-4 pm, Common Roof, 165 Ferris Lane, Barrie**