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PLANNING STRATEGY TABLE MEETING

# February 12, 2013, 1:30-4 p.m.

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

# MINUTES

**Present:**

|  |  |  |
| --- | --- | --- |
| Byrch, Ligaya | Riggin-Springstead, Mary | Walther, Barnabas |
| D’Ambrosio, Lora | Thurston, Sandy | Woods, Deb |
|  | Watson, Mary Jean (Co-Chair) | Veenstra, Kristina (recorder) |

**Regrets:**

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| --- | --- | --- |
| Bebb, Heather | Clarke, John (Co-Chair) | Jackson, Brenda |
| Blue, Danette | Cole, Sandra | LeBlanc, Terry |
| Carney, Pat Dr. | Forrest, Gisele | Martins, Nadia |
| Cascagnette, Fiona | Harris, Jim | McKeeman, Liz |
|  |  | Villella, Melissa |

**Guest:** Natasha Manzone, BSW Student

**Thanks to The Common Roof for hosting today’s meeting. There was not quorum today.**

1. **Welcome: Roundtable Introductions**

Roundtable introductions were done.

1. **Approval of Minutes January 8, 2013**

Minutes approved as circulated.

1. **Approval of Agenda**

Agenda approved as circulated with BNTG report being removed and will report in March. It was approved to have BNTG and IWTG to come in March to report. FASD to be moved to the next opening which is January 2014; to ask for their Terms of Reference for sharing with this Table once they are revised. **ACTION: Kristina to contact the FASD, IWTG and BNTG for the changes in reporting and to request FASD for revised TOR. Deb to follow up with Danette regarding an update on Transformation.**

1. **Table Updates**

* **Infrastructure:** see link on website
* **Secretariat:** see link on website
* **Coalition Council:** see link on website
* **Care Connections:** Deb provided the Care Connections update please see the attached minutes. The last meeting took place on January 25.

1. **LGBT Discussion**

The motion approved here in November was approved at Council January 24. Ligaya has volunteered to be part of our strategic planning process moving forward. There is a community group already organized within Simcoe County for LGBT so it is suggested we link with this group and also have some LGBT youth link with our youth engagement group. Like to look at ways through the Coalition to attend to some of the recommendations discussed in the presentation. **ACTION: Deb to follow up with Marlene Ham to come to the group to discuss participation, linkage and next steps with the Coalition.**

1. **Strategic Plan**

**Planning Day 2013 Task Group and Council Ask Update:** The small task group has met and is being co-chaired by Melanie Cooper (United Way) and Susan Carmichael (CAS). They have looked at a general work plan for the day in either October or November 2013. The first focus was to secure the service of a consultant to lead us through the plan and do a consultation with members and community scan of trends and gaps. They will be sending out an RFP to a list of about 12 suggested consultants for this position with a response back by March 8; same RFP will be translated and also distributed via L'Assemblée de la francophonie de l'Ontario (AFO). They are also going to look at some of the formats available for doing planning that include outcomes and indicators from a community look collaboratively; Canadian Index of Wellbeing, Vital Signs, Developmental Assets, Results Based Accountability, Vibrant Communities, Report Card from Wellington, Dufferin, Guelph Health are all being looked at; overview to be presented to the small task group at their next meeting for feedback and discussion. Agency financial contributions were also requested by Coalition members; there have been some “in kind” responses to date. Discussion took place regarding who should be included in the Planning Day; it was suggested that all tables (i.e. Best Start Network, Task Groups etc.) be included either by consultation, interviews, focus groups and the day. Suggested that perhaps representatives from the Networks are included during the actual Strategic Planning Day. It is critical that the key decision makers from Coalition Council attend the day. **ACTION: Have to ensure that the format we choose for outcome measures is not too lofty for the consultant and the plan of the Coalition; if you have any feedback on any of these formats or others please let Deb know. Lora to ask the Best Start Network how they would like to see their participation in the Coalition planning process once a facilitator is hired and has a strategy.**

1. **Business Arising**

* **Evaluation of Periodic Reports Matrix:** A copy of Natasha’s draft Periodic Report presentation was provided by Deb and Natasha Manzone (student). The group discussed the definitions and the need to look these over before our next meeting. This is a start to looking at outcomes. Members felt the Periodic Reports has the potential to move towards being a format for developing outcome measures used to measure alignment between networks/initiatives and Coalition’s Strategic Plan. **ACTION: Kristina to send out this presentation to Planning Table members to: 1) review the definitions and provide feedback at our March meeting 2) look at the questions on the periodic report questions and if they are correct for the outcomes we are looking for.** Natasha was commended for her excellent presentation. Further analysis of the results would complement the presentation.
* **How to engage health sector partners:** There are many different ways to do this. Deb brought forward the Primary Care Network of North Simcoe Muskoka information and invite to network with the Coalition. Coalition members have been invited to connect with a group of primary care providers. Coalition members have been looking at how to access this group of providers and they have provided the opportunity for such a connection. Key people to engage are the physician nurses and nurse practitioners group that meet frequently. **ACTION: Deb to send this invite to Kristina to attach to these minutes. Deb to contact this Network and explore how we could orient them to the Coalition, its connections with the LHIN, and suggest presenting the new website to the group.**

1. **Task Group Reports**

* **Basic Needs Task Group**

Deferred to March.

1. **Network Report**

* **Children’s Treatment Network (CTN)**

Sandy provided an update of CTN with the periodic report template. Thanks so very much Sandy for such a comprehensive report! Sustainability was discussed as CTN was developed on a very strong vision 12 years ago and that original vision needs to be followed; this vision is at risk because it is different. **ACTION: This report to be included on the Coalition website. All felt that CTN is doing all it can from a collaborative perspective; CTN is very much a model of how service integration should work and the goals of the Coalition. Sustainability needs to be forwarded to Advocacy and our Strategic Planning process.**

**NEXT MEETING: Tuesday, March 12, 2013, 1:30-4 pm, Common Roof, 165 Ferris Lane, Barrie**