



PLANNING STRATEGY TABLE MEETING
 Tuesday, September 8, 2015, 1:30 – 3:00 p.m.
 The Common Roof (165 Ferris Lane, Barrie) Meeting Room A & B
 Minutes

Attended		Declined	
Sandra Cole Lora D'Ambrosio Jim Harris Joan Kennedy Nadia Martins – Co-Chair	Elizabeth McKeeman Sharon O'Neill (Recorder) Stefanie Smith Mary Jean Watson	Danette Blue Gertie Beaucauge John Clarke Geraldine Dooley-Phillips Jacquie Ferguson – Co-Chair Gisele Forrest	Brenda Jackson Terry Leblanc Christine Simmons-Physick Sandy Thurston

Item	Minutes	Action	
1.	Welcome, Roundtable Introductions		
2.	Approval of Minutes June 9, 2015		
3.	Approval of the Agenda		
4.	<p>Strategic Plan Theme #2 A Common Focus: Resilient children, youth and families in Simcoe County Working Group Planning Table Report-</p> <ul style="list-style-type: none"> • Current Status review – see attached document • Summer Task group for TTC report reviews – update • Still outstanding: FASD; ACBC); CTN (Fall 2015) • Next Steps – Gaps, overlaps review from Working Groups, System Integration 	<p>Nadia presented the CYFS Coalition – Working Group Planning Table Report update from the last meeting. Next step for this report will indicate the specific yearly, quarterly timeline. Nadia indicated FASD (Fetal Alcohol Syndrome Disorder) , ACBC (Aboriginal Capacity Building Circle) , and CTN (Children’s Treatment Network) Turn the Curve reports are outstanding. Further Turn the Curve Reports were reviewed at the July Planning meeting and all reports were sent to Infrastructure for production of the Dashboard update to Council.</p> <p>Nadia proposed that the October Planning meeting should set aside an hour to determine Gaps and overlaps in the Turn the Curve reports. All agreed. Discussion took place to determine a tool to aid this gap identification. Mark Friedman’s book may have a reference to a tool to help identify gaps. Sandra will also ask Trevor at Infrastructure Table if he knows of a tool to aid in gap identification. This group would be looking at the Working Group reports at a high level to identify gaps.</p>	<p>Action: (Sandra) refer to Marc Friedman book and/or speak to Trevor at Infrastructure to help identify a tool to determine TTC Gap analysis.</p> <p>Action (Sharon) – schedule Working Group Planning Table Report – Gap identification (60 min) on October agenda.</p> <p>Action (Sharon) update Timeline with specific yearly, quarterly Timeline specific data and update</p>

			Co-Chair information in the Working Group Planning Table Report.
5.	Results Based Accountability Fall Refresher for Working Group Co-Chairs and other interested members	<p>Nadia gave the background of RBA (Results Based Accountability) training sessions last year. Nadia informed that most working group Co-Chairs understand RBA 101 and stated that a determination was made in discussion with Trevor to provide a more in-depth training of performance measures and dig deeper into RBA to move the reported work forward. The proposed training date is November 18 (afternoon) with location to be announced. November 25 could be an alternate date. If the Planning Table is able to do a gap analysis before November then part of the RBA training session could include identification of common trends. Lora was pleased to hear of the November training and is also planning to do a group training for 15 within her network and will hold off. Nadia stated the goal of this training is to break isolation and encourage working together.</p> <p>Lora contacted the Museum as a possible location.</p>	<p>Sharon to arrange location for RBA Training 1-4:30pm Nov.18 or (alternate) Nov 25.</p> <p>Sharon/Sandra to draft invite to co-chairs of working groups once date and time is confirmed</p>
6.	Planning Table Terms of Reference	The current Terms of Reference was displayed on screen. Nadia reviewed the Functions of the Planning Table with this group and informed that the Terms of Reference will not change unless Secretariat and Council make any changes in structure.	
7.	Planning Table Working Group Presentation Schedule	The proposed Planning Table Working Group Presentation scheduled was reviewed. All agreed to move June scheduled presentations to April. The Coordinator will contact the appropriate working group during the Agenda preparations.	October – Place Planning Matrix document as an agenda item.
8.	Planning Table Work Plan	<p>Nadia called attention to the prior Feb 2012 Planning Table work plan and proposed this table create a new work plan using RBA for production. All agreed.</p> <p>Lora informed that at a recent BANAC meeting, Dr. Jane Middleton-Maz from Vermont spoke of trauma care in schools and training which leads to student and resiliency success. Dr. Jane Middleton-Maz had tools and research about resiliency and maybe this group could look at her tools. Elizabeth added that John Clark and Michelle Vennard went to a Halifax Resiliency conference in June and may, too, have some tool knowledge. Lora will email Sandra Dr. Jane Middleton-Maz's contact information and Sandra will alert Infrastructure.</p>	Lora will email Sandra Dr. Jane Middleton-Maz's contact information and Sandra will alert Infrastructure.
9.	Basic Needs Task Group (BNTG) Poverty Definition	Nadia presented the Basic Needs Task Group (BNTG) Poverty Definition. Trevor McAlmont asked that this definition be brought to Planning to carry to Council for utilization. Mary Jane commented that there are many definitions of poverty and it is very hard to define. All agreed this definition based on Simcoe County. Jim added that it is good to see a poverty definition going beyond income. All Agreed to carry to Council.	Nadia will take the Basic Needs Task Group (BNTG) Poverty Definition to September Secretariat for Council
10.	Social Work Student – placement	Sandra informed that she received two Social Work placement application requests. One applicant wanted to start in September and thus, was disregarded. The next application indicated a start date of January for 3 days/week. In the past, the CYFS Coalition had a student. The challenge may be how support someone for 3 days while Sandra is working only 3 days.	Sandra will inform the student applicant that no student placements would take effect this year.

		Discussion took place. All agreed that Sandra should complete a year as Coordinator in order to determine if it would be realistic for the Coalition to have a Social Work Student placement. Sandra will inform the student applicant.	
11.	<p>Business Arising</p> <p>a) Update from Coalition Tables</p> <ul style="list-style-type: none"> • Secretariat <p>b) SNS updates</p> <p>c) LHIN updates</p>	<p>Nadia informed the group that Secretariat had a summer retreat in August, 2015 to discuss the Strategic Plan and Structure relating to system initiatives and impact on the Coalition. Lora presented Best Start Network at this meeting. Secretariat also discussed the SNS (Special Needs Strategy), Moving on Mental Health and a few others. The outcome of this was development of a pilot that John Clark is executing to have Co-Chairs of networks and a representative from the SNS sit at Secretariat this year to help determine if system initiatives need to move up or down the structure of the Coalition and to make Secretariat more aware. Discussion ensued for clarification surrounding the purpose of this Secretariat pilot and the role of the Planning Table. Sandra and Nadia will continue to inform this group.</p> <p>SNS updates – the Special Needs Strategy Communique updates are on the home page of the Coalition website.</p> <p>LHIN updates are also on the home page of the Coalition website. Elizabeth informed that May 2015 was the last current meeting. Sandra stated she intends to go to the September meeting. After the September meeting it is unclear if a person on Planning Table will be able to update.</p> <p>Jim Harris informed he is involved in the LHIN Crisis management and attends Core Council and there are no updates since the June meeting. Jim may have another update in October.</p>	
12.	<p>Network Updates</p> <ul style="list-style-type: none"> ➤ CTN -td ➤ TAY SoS & TIP/TAY-td 	<p>Best Start – Lora updated that the community maps are in place and moving forward will be updated and available with 211 to represent 0 to 99 yrs. Lora updated that Dr. Chaya is presenting at the September 23 Best Start meeting regarding Infant Mental Health. Lora updated that funding from RVH and CTN for the Community Library will provide another 3 years. This Community Library could be better used by members of the Coalition who can purchase seats for WHIMIS, Health and Safety, agency-unique training (can be uploaded). Seats can also be purchased for temporary use. Lora hopes to have further conversations at the tables about this valuable Community Library.</p> <p>CTN – no update TAYSoS – no update</p>	
13.	Meeting Reflections	None. Nadia thanked all for attending.	

Next Meeting: Tues. Oct. 13, 1:30 – 4:00pm, Common Roof (165 Ferris Lane, Barrie) – Board Room