



INTEGRATED PLANNING TABLE MEETING
Tuesday, September 12, 2017
1:30 – 4:00pm
The Common Roof (165 Ferris Lane, Barrie) Board Room
MINUTES

Attended		Regrets
Stefanie Smith, Co-Chair Chris Brens, Co-Chair Danette Blue Shaunna Brady Pat Carney for Ab Falconi Lora D'Ambrosio Gisele Forrest Jim Harris Rosslyn Junke	Sandy Lee Yves Levesque Kathryn Manners, Coordinator Julie McAlpine, Recorder Elizabeth McKeeman Danielle Mink Natalie Riewe for Gwen Bennett	Gerry Croteau Laura Forget Rhonda Leduc Tracy Mansell Vicky Merrilees

Item		Minutes	Motion/Action
1.	Welcome	Stefanie welcomed everyone to the first meeting of the new Integrated Planning Table (IPT). There are lots of new faces around the table and we are looking forward to starting some new exciting work and to see where it leads us.	
2.	Introductions	<p>A roundtable introduction took place with everyone sharing what agency, working group and/or initiative or sector they are representing. Kathy Manners introduced herself as the new Coalition Coordinator and provided a brief bio. Members were asked to express what excited them about this new group:</p> <ul style="list-style-type: none"> • Momentum-moving forward, where it will go • Understanding linkages to other systems, work with partners around common initiatives • improving messy systems and how collaboration works • work on common and new initiatives • Network/community partnerships/develop relationship with people, planning • Lots of transition happening/recommendations for transformations from ministries – big transition time – exciting to see what happens • Work collaboratively, tackle issues relevant to Simcoe County and children, improve services • Representation of French people in the region • lots of transformation – key theme is inter-sectoral collaboration – Simcoe County has been a leader in many initiatives eg. MOMH, SNS – group 	

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	<p>will provide a mechanism to continue to lead</p> <ul style="list-style-type: none"> • move forward on Integration-/implementation on tables' focuses and work doing – how to pull it all together • Change on the ground – service delivery improving – connections – how actions impact kids in school • Opportunities for actionable collaborative efforts to make some difference in our system and impact service population 		
3.	Background	<p>Stefanie provided the background on the restructuring of the Coalition which included the merging of the Secretariat and Infrastructure tables into the Executive Committee, and the evolution of the new IPT from the Planning Table.</p> <p>The Planning Table had become more of a reporting table for committee work being done and in hearing some similarities, discussion how to bring the groups and work together led to the structure of the new IPT. As indicated in the structure chart, we have done our best to ensure there is representation from all sectors, committees and transformational pieces happening in Simcoe County and it was noted these groups will ebb and flow.</p> <p>A lot of time had been spent developing the IPT Terms of Reference which were approved by Council in May. Stefanie highlighted some of the main functions and reminded members we will be coming back to these throughout the year to help guide us as we move forward.</p> <p>Through the work and workplan of the IPT, we will continue to support the Coalition's strategic plan which has been extended to 2018 as a result of the restructuring. There will likely be opportunities for IPT input into the new strategic plan.</p>	<p>Members to forward any questions on the Terms of Reference to Stefanie or Chris.</p>
4.	Guiding Principles	<p>Chris and Kathy outlined the following basic norms and guiding principles for meetings:</p> <ul style="list-style-type: none"> • Be on time • Bring the materials you need • Be mentally present at the meeting • Contribute to meeting goals • Let everyone participate • listen with an open mind • be aware of the words using (language) • stay on point/on time • in this together • record outcomes and follow up to share with members • Consent agenda • Recurring monthly meeting 	

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	<ul style="list-style-type: none"> • Decision making is 50% +1, quorum is 9 • Interactive meetings • Incorporating the Coalition’s Vision, Mission and Values <p>A discussion took place with regards to including people with lived experience. In previous discussions, it was identified that most of the committees and initiatives include representation from the community in a meaningful way. We want to make sure we are planning with, not for, but it is important there be value when engaging people.</p> <p>The inclusion of diverse populations on this table was also discussed. Danette spoke of the challenges for indigenous representation at all tables and that the Ministry is continuing to look at this issue. Using culturally sensitive language is also important.</p> <p>Further discussion on membership will take place with regards to engaging with indigenous agencies and patient//family/client advisory groups.</p>	<p>Add Membership - Diverse Representation to future agenda.</p>
<p>5.</p>	<p>Integration</p> <p>Chris reviewed the Purpose of the IPT as identified in the Terms of Reference. In April 2016, a subgroup of the Planning Table worked on coming up with the following definition of integration:</p> <p><i>Integration can be seen on a continuum from awareness of each other’s work through communication, coordination, collaboration, to integration. Dr Gina Browne describes the highest level of integration as “a level of collaboration where service providers jointly plan the offering of service and actively modify service activity/workplan based on information and input from mutual discussions”.</i></p> <p>This is what we would like to see this table to get to. i.e. plan and integrate services to make it better for children, youth and family.</p> <p>Members were asked to write down on flip charts their thoughts on: What’s Working What’s Not Working What Do We Need to Start</p>  <p>Exercise 1 Addendum Sept 12 2017 Minutes.</p> <p>The highlights were discussed and responses will be pulled into a chart for reference.</p>	

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6.	Priorities	<p>Next, members identified two or three priorities of their committee and/or organization, and linked it to the Coalition's strategic directions to provide us with some areas of focus in the development of the workplan.</p>  <p>Exercise 2 Addendum Sept 12 2017 Minutes.</p> <p>The results will be rolled up into a chart and developing themes will be brought back to this table to start to identify priorities to create a workplan and set goals.</p>	Bring themes back for discussion next meeting.
7.	Check In/Next	<p>Stefanie and Chris thanked everyone for contributing to today's conversations and welcomed any further input from members in regards to making meetings more valuable and/or productive.</p> <p>It was noted that the themes need to address everything out there as today was very youth/mental health focused. Today was just a starting point, but we will look at this further.</p> <p>Meeting adjourned at 4:00pm.</p>	Giselle to ask for admin support for next meeting to cover Julie's vacation.

Next Meeting: Tues. October 10, 2017 - 1:30 – 4:00 p.m., Barrie Common Roof (165 Ferris Lane, Barrie) – Meeting Rooms A/B