



EXECUTIVE COMMITTEE MEETING

Monday, September 17, 2018 – 9:30 – 11:30 a.m.
Barrie Police Service, 29 Sperling Drive, Barrie
MINUTES

Attended		Regrets
Kimberley Greenwood (Chair)	Anna Drexler	Louise Paul (Past Chair)
Melanie McLearn (Vice Chair)	Kathryn Manners (Coordinator)	Yves Levesque
Chris Brens	Julie McAlpine (EA)	
John Clarke	Melanie Slade Morrison	

	Item	Minutes	Motion/Action
1.	Welcome	<p>Kimberley welcomed everyone to the meeting and thanked everyone for attending.</p> <p>Chris Brens, the Co-Chair of the Integrated Planning Table introduced himself and provided a brief bio. Chris will be attending the Executive Committee meetings, replacing Stefanie Smith. A roundtable introduction took place.</p>	
2.	<p>Consent Agenda: Approval of Minutes: June 18, 2018 Approval of the Agenda Child Youth Family Infographic</p>	<p>Approval of Minutes/Agenda:</p> <p>Motions: Moved by Melanie McLearn, seconded by John Clarke, that the Executive Committee minutes of June 18th, be approved. All in favour, carried.</p> <p>Moved by John Clarke, seconded by Melanie Slade Morrison, that the Executive Committee Agenda of September 17th be approved with the Fiscal Trustee Agreement item moved to the end of the agenda. All in favour, carried.</p> <p>Child Youth Family Infographic: The Infographic had been sent out to Executive Committee members with the Consent Agenda. There were a couple of discrepancies noted:</p> <p><u>Pg. 3: Highlights by Age Category</u></p> <ul style="list-style-type: none"> • 0-5 and 5-9 – repeat of age 5 • Inconsistent time periods i.e. right side 0-14 proportion in lone-parent families/step families...increased by age • different time periods 0-24 using 2006 to 2016 instead of 2011 to 2016 	

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		<p><u>Pg.4: Families and Median Income</u></p> <ul style="list-style-type: none"> different time periods for left and right columns <p>There will always be minor changes to the infographic noted. Kathy will follow up with the County and also request a version and date be added. The infographic will then be sent to Executive Committee members for an electronic vote and approval at Thursday's Council meeting.</p>	<p>Kathy will follow up with the County. Send infographic to EC for electronic approval.</p>
3.	Declaration of Conflict of Interest	None declared.	
4.	<p>Standing Agenda Reports:</p> <ul style="list-style-type: none"> Financial Report <ul style="list-style-type: none"> Membership Fee Update Fiscal Trustee Agreement Officer Reports <ul style="list-style-type: none"> Integrated Planning Table <ul style="list-style-type: none"> Warm Transfer Guideline Process for Work Undertaken by IPT Advocacy/Government Relations Officer Vacancy Coordinator Report <ul style="list-style-type: none"> 2018-2021 Strategic Plan 	<p>Financial Report:</p> <p>Julie provided the financial report for the period ending August 31, 2018 which included the usual monthly expenses. There was a decrease in the monthly independent contractor fees as Kathy was away for the summer.</p> <p><u>Membership Fees Update</u></p> <p>Over the summer, John connected with agencies who had 2018/19 Membership Renewal Fees and/or 2017/18 HST repayments outstanding.</p> <p>At this time, four 2018/19 membership renewal fees remain outstanding, of which one is likely to not renew. Six were outstanding the same time last year. There is only one 2017/18 HST repayment outstanding in the amount of \$26.</p> <p>It was proposed holding off on following up on outstanding renewal fees until the end of September.</p> <p>Officer Reports:</p> <p><u>Integrated Planning Table (IPT)</u></p> <p><u>Warm Transfer Guideline</u></p> <p>The Executive Committee had provided feedback on the Guidelines at the last meeting which has been included. Approval of the guideline is now being requested. An update will be provided at the September Council meeting advising this is not a mandate for all agencies but rather a best practice. The plan is to pilot the guidelines with a small group for six months with a report back, followed by a broader roll out. It was clarified that members for the pilot would be obtained from agencies at IPT that expressed their interest, and if additional agencies were needed, further discussion would take place at IPT.</p> <p>Motion:</p> <p>Moved by Anna Drexler, seconded by Melanie Slade Morrison that the Executive Committee approves the Warm Transfer Guidelines. All in favour, carried.</p> <p>Motion:</p> <p>Moved by Melanie Slade Morrison, seconded by John Clarke that a six month piloting of the Warm Transfer Guideline be approved.</p>	<p>An overall report on membership fees will be provided at Council.</p>

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	<p>All in favour; carried.</p> <p><u>Integrated Planning Table Terms of Reference</u> The IPT conducted their annual review of their ToR and are requesting they be approved. One area that required input from the Executive Committee was related to how or if, reference to immigrants should be included in the second last point under Functions. Discussion ensued around the Coalition's identification of the unique needs of indigenous and francophone families and focusing on the Human Rights Code to maintain consistency.</p> <p>The Executive Committee suggested that bullet be replaced with the following:</p> <ul style="list-style-type: none"> • Committing to system planning that is inclusive in that programs and services are accessible and responsive to children, parents and caregivers with varying abilities and cultural, race, colour language, socio-economic, sexual orientation, gender identity, gender expression, and religious backgrounds <ul style="list-style-type: none"> - Programs and services are accessible and culturally responsive in accordance with the tenants of the Ontario Human Rights Code, with a specific focus on indigenous, francophone and immigrant children, youth and families. <p><u>Advocacy/Government Relations Officer Vacancy</u> As Melanie is now Vice Chair of the Coalition there is a vacancy for the Advocacy/Government Relations Officer. Melanie has put out some feelers but has had no uptake. Melanie will continue to look for a replacement and will bring this vacancy forward to the Council meeting.</p> <p>Coordinator Report: Kathy reported there have been two nominations for the Award of Excellence. Kathy will be followup with nominators to obtain additional information and bring the Nomination Committee together to make a recommendation.</p> <p><u>2018-2021 Strategic Plan</u> The Strategic Plan with the revised graphics was reviewed. There are still a few minor graphic issues outstanding which hopefully will be resolved so the final version can be viewed at Thursday's Council meeting.</p> <p>Kathy advised we will be working with a graphic design student from Georgian College to help with branding which can be extended to our templates, strategic plan, etc.</p> <p>Key elements of the Strategic Plan have been previously approved by Council (Vision, Mission, Strategic Directions and Priorities). The final version will be</p>	<p>Chris to take change to ToR back to IPT.</p> <p>Send any ideas to Melanie. Julie to add vacancy to Council agenda.</p> <p>Kathy to follow up with Devon.</p> <p>Bring forward as plan evolves.</p> <p>Julie to send Strategic Plan to</p>

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		presented at Council for approval. This is a living document and we will make changes as we go forward.	members prior to Council meeting.
5.	Business Arising: <ul style="list-style-type: none"> • TAYSoS Coordinated Meeting • Members' Report 	<p>TAYSoS Request for Coordinated Meeting Chris provided the background on the evolution of the Transition Age Youth System of Supports (TAYSoS), through CAMH and the Transition into Practice ((TIP) model of care, resulting in the TAYSoS table coming together to move the TIP model forward.</p> <p>Membership at the TAYSoS Partnership is waning. Agencies are using models other than TIP which is licensed and cannot be augmented. The table is looking for direction with regards to closing. The co-chairs attended the last IPT meeting for a discussion and have also approached the LHIN for direction, as the other overseeing organization.</p> <p>Discussion at IPT included the importance of not losing sight of the TAY cohort which was also noted during the strategic planning process. The TAYSoS table has done a lot of good work that should not be lost.</p> <p>The resolution discussed at IPT was for the TAYSoS table to continue until it is identified who will take on this work. The chairs from other relevant tables (include Youth Justice), will be brought together to discuss collapsing into one table and/or identify who would take on the TAY work and move a workplan forward.</p> <p>At this point, it is just information for the Executive Committee. But from a systems change perspective, TAY is something that will need the Coalition's leadership once the groups come together and a direction is determined.</p> <p>Members' Report Julie presented the draft Members' Report and will send out to members for a more thorough review prior to sending to Coalition members and posting on the website.</p>	<p>Julie to send Report to members to identify any changes, additional highlights.</p>
6.	New Business: <ul style="list-style-type: none"> • Annual Presentation to Council Members • Request for Letter of Support – Child Advocacy Centre 	<p>Annual Presentation to Council Members Julie reviewed the annual presentation to Council members to be shared at September's meeting, which provides an overview of the roles/responsibilities as members of the Coalition. Changing the title to Annual Coalition Overview and some edits to the Trustee slide were suggested.</p> <p>The decrease in attendance at Council meetings was discussed. The rationale behind not attending needs to be analyzed. Kathy will formulate a proposal to present to Executive Committee how to reach out to Council members to determine what needs to be done to increase attendance. Some suggested questions to include:</p> <ul style="list-style-type: none"> • Do you attend regularly? Why/why not? 	<p>Julie to notify John if an agency misses 3 meetings in a row.</p> <p>Kathy to present proposal to Executive Committee in October.</p>

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	<ul style="list-style-type: none"> • Do you feel you are still getting value even if not attending? • What should we be doing at meetings? • What are the expectations? • Who should be attending? • How often do we need to meet as a Council? <p>Request for Letter of Support – Child Advocacy Centre (CAC) An email was received from Tracy Carter, Executive Director at the Child Advocacy Centre Simcoe/Muskoka requesting a letter of support from the Coalition related to funding for the development/sustainability of Child/Youth Advocacy Centres in Ontario. Kimberley spoke about the support the Barrie Police receives from this agency. Family Connexions also uses their services.</p> <p>The CACs do not receive core funding. Kathy had met with Tracey in the spring and they were investigating everything possible. Chris offered a suggestion around looking at integrating into another agency and the cost saving benefits that may occur. Unless agencies receive government funding, all are competing for funds – is this a discussion for Council?</p> <p>The draft letter was reviewed with some edits suggested</p> <p>Motion: Moved by Melanie Slade Morrison, seconded by John Clarke, that the Executive Committee approves a letter of support be provided to the Child Advocacy Centre, with the suggested edits. All in Favour. Carried.</p> <p>Post Meeting Note: The letter of support was approved at the September 20th Council meeting.</p> <p><u>Fiscal Trustee Agreement</u> As Trustee, James Thomson was unable to attend, this item will be deferred to the October meeting.</p>	Defer to October meeting.
7.	<p>Review of Draft September Council Agenda</p> <p>The agenda for the September 20th Council meeting was reviewed with the addition of Vulnerable Sector Check discussion with Nicole Lees from Barrie Police Service, and Advocacy/Government Relation Officer Vacancy.</p> <p>We have been unable to connect with the presenters from the Early Mental Health Committee and there is a slight risk they may not attend Thursday.</p> <p>Going forward, a form will be sent out at the start of Council meetings asking members to sign up if they have a Flash Member Update to share.</p>	Melanie will follow up with Mary Jean Watson.

Next Meeting: October 15, 2018, 12:00pm to 2:00pm, Barrie Common Roof, 165 Ferris Lane, Barrie