




**INTEGRATED PLANNING TABLE MEETING**  
**Tuesday, November 13, 2018**  
**12:30 – 2:00pm**  
**Warm Transfer Demonstration Project Meeting**  
**2:00-3:00pm**

<b>Attended</b>		<b>Regrets</b>
Chris Brens, Co-Chair Yves Levesque, Co-Chair Shauna Brady Lynne Cheliak Karen Dillon Rosslyn Junke Sandy Lee	Julie McAlpine, Recorder Kathryn Manners, Coordinator Danielle Mink Natalie Riewe Mary Shirley-Thomson Stefanie Smith Michelle Vennard for Liz McKeeman	Pat Carney Danette Blue John Clarke Theresa Sandy Christie Simmons-Physick

	Item	Minutes	Motion/Action
1.	Welcome and Introductions	Chris welcomed everyone to the meeting and a roundtable introduction took place.	
2.	<b>Consent Agenda:</b> 2.1 IPT Minutes October 9, 2018 2.2 Approval of Agenda	The minutes from the October 9, 2018 meeting were approved. There were no changes to the agenda.	
3.	<b>Business Arising:</b> <ul style="list-style-type: none"> <li>• Communication Strategies/Dissemination                             <ul style="list-style-type: none"> <li>➤ One Page Meeting Summary</li> </ul> </li> </ul>	In follow-up to the discussion last meeting on presentations of the Coalition's 2018-2021 Strategic Plan to working groups, Kathy advised she is scheduled to present to PRTG, Triple P and Best Start and asked if the ASD Partnership and FASD groups or any other groups were interested in a presentation.	Stefanie to advise Kathy re ASD. Natalie to advise re FASD.
		<p><b>Communication Strategies/Dissemination:</b>  <u>One Page Meeting Summary:</u>                      As discussed at the last meeting, some members are preparing their own summary of meetings to share with their organizations and that the development of a one-page summary to be used for IPT and Coalition Council might be helpful to alleviate this extra step for members. The summary would be prepared and sent out after each meeting for use/sharing by members. The full minutes would continue to be sent out to members.</p> <p>The example provided by Yves and the draft Summary Report prepared by Kathy and Julie were reviewed. Shaunna spoke about the communication tool used to share information between the TAY Youth Engagement Working Group and the TAYSoS Partnership Table.</p> <p>IPT members agreed it was a good idea to develop a one page summary and offered some suggestions:</p> <ul style="list-style-type: none"> <li>• Keep it high level information; in point form</li> </ul>	Shaunna to forward Communication Protocol to Julie

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	<ul style="list-style-type: none"> <li>• Progress/alignment to strategic plan – Progress is over-arching</li> <li>• Indicate where items fall under the strategic plan – add icons next to items</li> <li>• Flag items/reports that might be important and include linkages</li> <li>• Members could add additional information to the summary form as required by their own agencies</li> <li>• Include space to link agency’s work with Coalition</li> <li>• Would be good to collect Actions taken throughout the hear – see how Coalition work effects agencies and vice versa</li> </ul> <p>The One Page Summary is also being discussed at Executive Committee meeting and will be brought back here next meeting.</p>	<p>Add One Page Summary to December agenda.</p>
<p>4.</p>	<p>2018/2019 Priorities</p> <ul style="list-style-type: none"> <li>• Identification of Key Issues</li> </ul> <p>When IPT started up last year, it generated ideas and potential priorities which led to the work to be undertaken. The Coalition has gone through the development of its strategic plan, and identified its Strategic Directions and Priorities for 2018-2021. At the October IPT meeting, members began generating ideas for this year’s workplan.</p> <p>IPT members participated in an interactive survey to prioritize what they consider the most important Strategic Direction, main Priorities, and Actions for each Priority. This survey will also be done with the Executive Committee and Coalition Council.</p> <p><b><u>Results (out of 12 participants):</u></b></p>  <p>IPT Workplan Poll Results.docx</p> <p><b><u>Most Important Strategic Direction:</u></b> Advance Collective Action to improve experiences for children, youth and families (10) Foster Representation and equity by understanding and supporting the communities we serve (2)</p> <p><b><u>Top 3 Priorities for 2018/19:</u></b></p> <ol style="list-style-type: none"> <li>1. Develop cross sectional opportunities for solving issues (9)</li> <li>2. Focus on prevention work (6)</li> <li>3. Strengthen Membership Engagement and Ensure appropriate resources for social services in our community (tied 5 each)</li> </ol> <p><b><u>Action for Foster Representation and Equity:</u></b> Investigate/delivery cultural competency training including immigrants, LGBTQ, indigenous (8)</p> <p><b><u>Action for Advance Collective Action:</u></b> Continue to support child and youth mental health initiatives (7)</p>	

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	<p><u>Action for Advocate for System Change:</u> One Page Briefing/Advocacy (key concerns of Coalition) (10)</p> <p><u>Action for Strengthen Community Wisdom:</u> Create a dashboard (10)</p> <p>Kathy shared the draft workplan for the Coalition which has been populated with Actions. From this workplan, a discussion took place regarding what IPT would like to focus on, based on the survey responses.</p> <p><u>Foster Representation and Equity:</u> Advancing cultural competencies/sensitivity was discussed. Some of this work is already in place (trainings), but how well is it being utilized. Consider “inventory/promote” vs. “investing/delivery”. This work could be done in stages, i.e. first year, create an inventory/housing of training to get a sense of what is out there and identify gaps, how cultural needs are being considered in services/service planning; second year, look at how links to tables/networks, recommendations re cultural needs/changes; third year, report back re success. Additional comments included putting money into budgets re training, and making changes in operational plans for professional development, interpretation supports.</p> <p>This table would like to tackle something around cultural competencies.</p> <p><u>Collective Action:</u></p> <ul style="list-style-type: none"> <li>• Discussed that mental health is all inclusive and that the action to continue to support child and youth mental health feels very broad. A presentation on early child mental health (prevention) took place at the last Council meeting. There may be some specific action to support/connect/enhance this work without duplicating work being done by other tables</li> <li>• A review of tables/networks and their impact could inform the One Pager</li> </ul> <p><u>System Change:</u></p> <ul style="list-style-type: none"> <li>• A briefing/Advocacy document highlighting the key concerns of Coalition could lead to an MPP roundtable and be useful in other areas</li> <li>• Marketing the Coalition as the place to go for child, youth and family resources in Simcoe County; where government, MPPs, etc. can go</li> <li>• Discussed engaging in social media (part of Communication Plan) to create increased awareness of Coalition</li> <li>• Surveying of members re value of Coalition is underway through the Executive Committee</li> </ul>	<p>Representatives from Best Start, Triple P, Early Years to think about linkages and bring back next meeting.</p>

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		<ul style="list-style-type: none"> <li>• Some direction/support re advocacy as capacity can be an issue for some agencies. Put together advocacy tools/documents/list of key messages to leverage collective strength. Reminder: the Coalition is looking for an Advocacy/Government Relations Officer</li> </ul> <p><b>Community Wisdom:</b></p> <ul style="list-style-type: none"> <li>• A Dashboard makes data accessible and is a way to look at the impact of the Coalition. It's a great tool for education and to identify what the issues are collectively. It was noted this can be a lot of work so would need to be simple initially. Could build on the work from the Profile, leverage the County and other's dashboards.</li> <li>• Discussed all agencies have data on Service System usage and bringing this information together to build a profile how families are using systems.</li> </ul>	<p>Kathy to do some work around this and bring back examples.</p>
5.	Meeting Summary	Deferred.	
6.	Integration/Partnership Priority Updates	<p>Chris provided an update that all the Rapid Access Addition clinics are up and running. Information is available through the RVH website or contact Chris.</p> <p>Shaunna reported that there is a North Simcoe Youth Wellness Hub update coming soon. Shaunna will work with IPT co-chairs, Kathy and Julie how to disseminate information.</p> <p>Chris also reported there is a Child Youth Mental Health Planning meeting taking place Monday, November 19<sup>th</sup> re amalgamating to become one group vs. separate tables.</p>	

**Next Meeting: Tues. December 11, 2018 - 1:30 – 4:00 p.m., Barrie Common Roof (165 Ferris Lane, Barrie) – Meeting Rooms A/B**