

COMMUNITY INDICATORS AND MEASURES COMMITTEE MINUTES

OCTOBER 27, 2014, 9:00 AM, HIGHLAND SHORES CHILDREN'S AID

IN ATTENDANCE:

Brandi Hodge – (Co-Chair) United Way Quinte, **Wendy Anderson** – Children and Youth Services Network, **Susan Ramsay** - Kingston Literacy and Skills, , **Carmela Ruberto** - Hastings County Social Services, **Jennifer Mills** – Quinte and District Rehabilitation, **Kristen White** - (UW placement student)

REGRETS: **Tami Callahan** (Co-Chair) – Highland Shores Children’s Aid, **Margo Russell Bird**, Quinte Children’s Treatment Centre, **Tamara Kleinschmidt** – Prince Edward Child Care Services, **Angela Harvey** – Hastings and Prince Edward District School Board, **Susan Sweetman** – Trenton Military Family Resource Centre, **Janet Moorhead-Cassidy** – Hastings and Prince Edward Counties Health Unit, **Pam Kent** – Prince Edward – Lennox & Addington Social Services, **Ruth Ingersoll**, Community Development Council Quinte, **Beverley Bell-Rowbotham** – Data Analysis Coordinator

MANDATE: Using Results Based Accountability (RBA), will propose the structure for and complete a community report card about the health and well-being of children, youth and families in Hastings-Prince Edward using indicators that have been identified by the Committee and endorsed by the Network. To develop tools necessary to evaluate Network operations, and provide analysis and interpretation of data to the Network.

Item	Discussion/Motions	Recommendations <i>(things go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
1. Welcome and Introductions	B. Hodge welcomed members. Members introduced themselves.		
2. Review of Agenda	The agenda was accepted as distributed.		
3. Motion to Approve Minutes	The Committee accepted the September 4, 2014 minutes.		
4. Business Arising from Minutes	<u>Network Meeting Highlights</u> Wendy shared highlights of the presentation by Beverley and Ruth at the September CYSN meeting. She advised the Committee that a copy of the power point presentation is linked to the		

Item	Discussion/Motions	Recommendations <i>(things go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
	<p>meeting minutes which are posted on the CYSN website.</p> <p><u>Coordinating Team Update</u> There is no update as the Team has not met since the last IMCA meeting.</p>		
<p>5. New Business</p>	<p><u>OTF Review & Endorsement</u> Copies of the Trillium application were distributed and reviewed by the Committee. Trenton Military Family Resource Centre is the lead agency for the application. Kristen White and Tamara Kleinschmidt completed the draft application. Committee agreed that HPE Children Services Network should be the submitting body and that Wendy, Kelly and Tamara should be the signatories for the application. Application is due on November 3.</p> <p><i>Feedback on draft</i></p> <ul style="list-style-type: none"> • Committee name should be spelled out in full the first time it appears in the application -- "Who will do the work." • Confirm that CYSN is referenced in the application, i.e. who they are in relation to the project. • Initiative Start Date should be April 2015 <p>Wendy will provide a copy of CYSN membership list to Brandi.</p>		<p>Brandi and Kristen will make recommended changes to the application and email it to the committee on October 27.</p> <p>Tamara Kleinschmidt – Prince Edward Child Care Services to provide required attachments.</p> <p>Committee to review and forward their comments by 4:30 on October 28.</p> <p>Brandi and Kristen will courier the application on October 30.</p> <p>Wendy will provide a copy of CYSN membership list to Brandi.</p>

Item	Discussion/Motions	Recommendations <i>(things go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
	<p>If Trillium does not approve the application another sponsor will be explored.</p> <p><u>Data Repository</u> Some pre-work is being done.</p> <p><u>Review Committee Work Plan</u> Add the following: a follow-up report re: two priorities identified two years ago</p> <p><u>Partnership Assessment</u> Report was distributed to all members of the Network.</p> <p>The Committee was advised that a number of questions based on the different categories of the assessment results were raised at the CYSN presentation by Beverly and Ruth.</p> <p>Committee recommended that the next presentation should be a balance of positives and negatives.</p> <p>Concern was expressed that the purpose of the Network was not clear to all members.</p> <p><i>Committee recommendation to the November 27 Network meeting</i></p> <ol style="list-style-type: none"> 1. Next Steps re: CYSN Self-Assessment <ul style="list-style-type: none"> • Reflection on Network successes in past two years -- Brandi • Discussion of 3 -5 questions in small groups. 		

Item	Discussion/Motions	Recommendations <i>(things go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
	<ul style="list-style-type: none"> ○ questions to be distributed to Network in advance of meeting. Package will be distributed on November 21 ● Prioritization of issues 		
6. Other Business	There were no items for Other Business.		
7. Next Meeting	<p>November 17 at 9-10:30 am HSCA Moira River boardroom</p> <p><u>Agenda for November 17th Committee meeting</u></p> <ol style="list-style-type: none"> 1. Committee Recommendation re: CYSN Self-Assessment <ol style="list-style-type: none"> a. Review of draft process for November 27 Network meeting - Brandi b. Development of 3 – 5 questions for discussion at November 27 Network meeting - Committee <p>Resource: Committee to review power point attached to Beverley and Ruth's presentation at the September CYSN meeting -- posted on the CYSN website.</p> <ol style="list-style-type: none"> 2. Updating Committee Work Plan 		<p>Committee to review power point attached to Beverley and Ruth's presentation at the September CYSN meeting -- posted on the CYSN website.</p>
8. Adjournment	The committee agreed to adjourn.		