

COMMUNITY INDICATORS AND MEASURES COMMITTEE MINUTES

MONDAY, SEPTEMBER 27, 2013, 9-10:30AM, HIGHLAND SHORES CHILDREN'S AID, 363 DUNDAS STREET WEST, BELLEVILLE

IN ATTENDANCE: Brandi Hodge – (Co-Chair) United Way Quinte, Susan Ramsay - Kingston Literacy and Skills, Wendy Anderson – Children and Youth Services Network, Beverley Bell-Rowbotham – Data Analysis Coordinator, Carmela Ruberto, Hastings County Social Services, Ruth Ingersoll, Community Development Council Quinte, Susan Sweetman – Trenton Military Family Resource Centre

REGRETS: Tami Callahan (Co-Chair) – Highland Shores Children's Aid, Janet Moorhead-Cassidy – Hastings and Prince Edward Counties Health Unit, Angela Harvey – Hastings and Prince Edward District School Board, Margo Russell Bird, Quinte Children's Treatment Centre, Tamara Kleinschmidt – Prince Edward Child Care Services, Pam Kent – Prince Edward – Lennox & Addington Social Services, Jennifer Mills – Quinte and District Rehabilitation

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	Quorum was not established, but the Committee agreed to continue with the agenda.		
2. Review of Agenda	The agenda was accepted as presented.		
3. Motion to Approve Minutes from June 24, 2013	The Committee reviewed the minutes and agreed to approve them at the next meeting.		
4. Business Arising from Minutes	<u>Evaluation Matrix:</u> This Committee is responsible for conducting an evaluation of the Network.		Susan S., Beverley and Brandi will review the Partnership Self-Assessment Tool and return with suggestions at the next meeting.

Item	Discussion/Motions	Recommendations <i>(things go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
5. Review Data Repository <i>(inventory of what's being done now)</i>	Beverley presented data she has collected to date.		Carmela and Susan R. agreed to work with Beverley to be part of an Editorial Board that will be responsible for reviewing the data definitions.
6. Structure of Website – Beverley	The Committee reviewed the Act Rochester website - http://www.actrochester.org/ The Committee agreed that the website would be a helpful resource for teachers at colleges and universities. It could be used for research purposes.		The Committee agreed to the following: <ul style="list-style-type: none"> • Beverley will communicate with Act Rochester to determine if we can purchase the skeleton of their website. • add “<i>What’s Being Done</i>” area • use just words and colour coding in the long term trend, i.e., “<i>Improving, Not Improving, Staying the Same</i>”. • remove the symbols in the Ontario column.
7. Funding Grants	The Committee was advised that there is a Trillium writing workshop this Wednesday evening. The Committee will research grant options to assist with the cost of building the website.	Susan S. will request endorsement to build the website as a community resource, not just a network resource.	<ul style="list-style-type: none"> • Wendy will research Ontario Trillium Grant deadlines. • Wendy will prepare the grant proposals. • Susan S. will contribute language to the <i>True Patriot Love</i> grant submission.

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"> • Brandi will research local website vendors in terms of costing.
8. Presentation of Data (one-pagers) vs. large Report discussion	The Committee agreed to add our Community Report Card on the website with hyperlinks to the report card so people can print it.		
9. Review Report Card	The Committee members in attendance agreed, in principal, that the production of a large 20-30 page report is not cost effective and will instead pursue smaller one page reports that direct individuals and organizations to the website for further detailed information.		
10. Next Meeting	Monday, October 28, 2013, 9-10:30am, HSCA Bay of Quinte Board room Agenda Items: <ol style="list-style-type: none"> 1. Evaluation Matrix 2. Website (Structure & Grants) 		If you are attending or not, contact: Tami.Callahan@HighlandShoresCAS.com bhodge@unitedwayofquinte.ca wanderson@cmhs-hpe.on.ca
11. Adjournment	The Committee agreed to adjourn at 10:30 am.		