

COMMUNITY INDICATORS AND MEASURES COMMITTEE MINUTES

FEBRUARY 11, 2014, 9:00 AM, HIGHLAND SHORES CHILDREN'S AID

IN ATTENDANCE: **Brandi Hodge** – (Co-Chair) United Way Quinte, **Margo Russell Bird**, Quinte Children's Treatment Centre **Susan Ramsay** - Kingston Literacy and Skills, **Wendy Anderson** – Children and Youth Services Network, **Beverley Bell-Rowbotham** – Data Analysis Coordinator, **Ruth Ingersoll**, Community Development Council Quinte

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, **Susan Sweetman** – Trenton Military Family Resource Centre, **Tamara Kleinschmidt** – Prince Edward Child Care Services, **Pam Kent** – Prince Edward – Lennox & Addington Social Services, **Jennifer Mills** – Quinte and District Rehabilitation, **Carmela Ruberto**, Hastings County Social Services

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. Quorum was not achieved.		
2. Review of Agenda	The Committee reviewed the agenda and accepted it as presented.		
3. Motion to Approve Minutes from September 27th	The committee accepted the September 27 th minutes as presented.		

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<p>4. Business Arising from Minutes</p> <p>a) Network Meeting Highlights from Dec 6th</p> <p>b) Coordinating Team Update</p> <p>c) Evaluation Matrix for Network</p>	<p>a) The Network has endorsed that this committee move forward with seeking grants for the creation of an online data repository.</p> <p>b) The Coordinating Team is going to look at membership and attendance which is part of their mandate.</p> <p>c) This committee has been asked to create a tool to evaluate the work of the network. The committee reviewed a draft CYSN Self-Assessment Tool Questionnaire that could be completed on-line. Beverley advised that this tool requires a 65% response rate.</p> <p>The committee questioned whether they are to evaluate the structure of the network or individual committee effectiveness.</p> <p>The Communication Team wants to do an evaluation of the website. The CIMC committee will add a section about the Website to the evaluation survey.</p> <p>The committee agreed that the survey would be completed by “invitation” only and sent to those that attend the meetings.</p>		

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	<p>The committee will include a demographic profile to the survey to help with understanding “who” is completing the survey and what their role is in the network.</p> <p>The committee will aim to have the survey completed for the April Network meeting with a goal to collate data in the summer and report back in the early fall.</p>		<p>Wendy Anderson will look into purchasing a Survey Monkey account for the Network.</p> <p>Committee members are asked to review the draft survey and provide comments/suggestions to Beverley and Brandi.</p>
<p>5. Work Plan</p> <p>a) Website structure</p> <p>b) Website funding grants including OTF and True Patriot Love Grants</p>	<p>a) The committee reviewed the proposed website structure (<i>indicators of community wellness</i>) as presented by Beverley and recommended some additions such as “language spoken at home” and obtaining data from Tyendinaga and the Trenton AFB. Also important is to data such as percentage of kids involved with CAS and in CAS care.</p> <p>The proposed structure includes the following categories:</p> <ol style="list-style-type: none"> 1. Demographics/populations characteristics 2. Children and youth 3. Community engagement 		<p>Brandi Hodge to obtain costs from three local web designers based on the ActRochester website.</p>

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	<p>4. Education 5. Health 6. Economy 7. Financial self-sufficiency/Resources 8. Housing 9. Community Safety</p> <p>The committee agreed to only include indicators where the data is available for Hastings/Prince Edward.</p> <p>b) Grants will be applied for when costs are better understood.</p> <p>Wendy Anderson attended a Trillium presentation by Stephanie Attwood who provided good information about how to apply for a grant. Application dates are March 1, July 1 and November 1. If you enter the round for consideration, you may not hear back for 5 months.</p> <p>c) True Patriot Love Grants: The True Patriot Love Grant is for programs that support the well-being and morale of members of the Canadian military, veterans and their families.</p>		

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	Proposals are accepted between February 1 and March 15, April 28 and June 30 and September 1 and October 15.		
6. New Business a) Website headers and indicators – what’s missing?			
7. Summary of Next Steps	1. Brandi to take ACTRochester sample and obtain estimates to achieve something similar. 2. Beverley will make changes to the evaluation and bring back to the March meeting.		
8. Next Meeting	March 27, 2014, 2:30 to 4:30 pm		If you are attending or not, contact: Tami.Callahan@HighlandShoresCAS.com bhodge@unitedwayofquinte.ca wanderson@cmhs-hpe.on.ca
9. Adjournment	The committee agreed to adjourn.		