

## COMMUNITY INDICATORS AND MEASURES COMMITTEE MINUTES

MAY 26, 2014, 9-10:30AM, HIGHLAND SHORES CHILDREN'S AID

### IN ATTENDANCE:

**Brandi Hodge** – (Co-Chair) United Way Quinte, **Beverley Bell-Rowbotham** – Data Analysis Coordinator, **Wendy Anderson** – Children and Youth Services Network, **Jennifer Mills** – Quinte and District Rehabilitation, **Susan Ramsay** - Kingston Literacy and Skills, **Margo Russell Bird**, Quinte Children's Treatment Centre,

**REGRETS:** **Tami Callahan** (Co-Chair) – Highland Shores Children's Aid, **Tamara Kleinschmidt** – Prince Edward Child Care Services, **Ruth Ingersoll**, Community Development Council Quinte, **Angela Harvey** – Hastings and Prince Edward District School Board, **Susan Sweetman** – Trenton Military Family Resource Centre, **Carmela Ruberto**, Hastings County Social Services, **Janet Moorhead-Cassidy** – Hastings and Prince Edward Counties Health Unit, **Pam Kent** – Prince Edward – Lennox & Addington 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 (things go forward to the Network)	Action (including Person Responsible and Completion Date)
1. <b>Welcome and Introductions</b>	B. Hodge welcomed members.  Quorum was not achieved.		
2. <b>Review of Agenda</b>	The Committee reviewed the agenda and agreed to present it as is.		
3. <b>Motion to Approve Minutes</b>	That the committee accept the March 27, 2014 minutes as presented.		
4. <b>Business Arising from Minutes</b>  a) Network Meeting Highlights	a) Wendy Anderson reported that there was a meeting at the end of April at which Beverley presented the Assessment tool on behalf of the CIMC.		

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b) Coordinating Team Update	<p>The Network struck an Aboriginal Planning Working Group to complete the 2014-2015 Plan which will utilize the \$8,000 we received from the Ministry of Education.</p> <p>The other highlight is that the Network accepted the Family Engagement Consultant's report concerning an innovative regional project that we did in 2013-2014.</p> <p>The Service Pathway and Community Engagement Committee is the liaison committee for that project. That group will determine our community-specific plan.</p> <p>We did a group exercise asking everybody if the Network should engage directly/indirectly with families and what that would look like. That information is going to the Service Pathway committee who will report back to the Network.</p> <p>b) Nothing to report.</p>		
<b>5. Work Plan</b> a) n/a	The Work Plan will be discussed at the next meeting.		Bring forward work plan in June

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<p><b>6. New Business</b></p> <p>a) Evaluation Matrix for Network (including questions from the communication team)</p> <p>b) Proposal from Engine Communications for the Design of the Website/Database</p> <p>c) Committee Succession Plan</p>	<p>a) Wendy sent out reminders to members of the Network to complete the Evaluation Matrix Survey Monkey. So far, there is a 50% response rate.</p> <p>Brandi will take to coordinating team on Thursday and work out the process for sharing the information.</p> <p>b) B. Hodge presented the proposals:</p> <p>The proposal from <b>SNAP 360</b> and <b>Engine Communications</b> each came in around \$14-\$15,000.</p> <p>The proposal from <b>THEY</b> came in around \$21,000 but includes options for data editing/importing options.</p> <p>Brandi and Beverley will work with an IT person who will help create a comparison of the proposals.</p> <p>c) Committee meetings are facilitated by two co-chairs, appointed by the Committee for a period of up to two years, and endorsed by the Network.</p> <p>At least one of the co-chairs must be an attending member of the CYSN.</p>	<p>Looking for lead organizations to be the banker for the repository.</p>	<p>Brandi Hodge</p> <p>Brandi Hodge</p> <p>Wendy Anderson will send out an email requesting people to express interest in the Co-Chair positions.</p>

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	Co-chairs will be responsible for preparing agendas, reporting on the work of the Committee at Network meetings, as needed, and reporting any feedback from the Network to Committee members.		
<b>7. Other Business</b>	There is no other business.		
<b>8. Summary of Next Steps</b>	<ol style="list-style-type: none"> <li>1. Review Evaluation Matrix survey results prior to it going to the Network.</li> <li>2. Brandi will send out a Doodle Poll for the June meeting date.</li> <li>3. Succession Planning for Co-Chairs</li> <li>4. Brandi and Beverley will work with an IT person who will help create a good comparison of the website proposals.</li> </ol>		
<b>9. Next Meeting</b>	(to be determined)		If you are attending or not, contact: <a href="mailto:Tami.Callahan@HighlandShoresCAS.com">Tami.Callahan@HighlandShoresCAS.com</a> <a href="mailto:bhodge@unitedwayofquinte.ca">bhodge@unitedwayofquinte.ca</a> <a href="mailto:wanderson@cmhs-hpe.on.ca">wanderson@cmhs-hpe.on.ca</a>
<b>10. Adjournment</b>	The committee agreed to adjourn.		