

SERVICE PATHWAY / COMMUNITY ENGAGEMENT MINUTES

THURSDAY, DECEMBER 12, 2013, 9:30-11:30AM, CHILDREN’S MENTAL HEALTH SERVICES, 3 APPLEWOOD DRIVE, 3RD FLOOR, BELLEVILLE

IN ATTENDANCE: Kerry Cole, Lee Quann, Susan Quaiff, Melanie Dunlop (Co-Chair), Susan Seaman, Terry Swift (Co-Chair), Paul Meadows, Karen Richey, Donalda Simmons, Beverley Bell-Rowbotham (DAC), Wendy Anderson (Coordinator), Allison Dall (Recorder)

REGRETS: Amy McGuinness, Joanne Munro-Cape, Vicky MacDonald (replacing Cason Buikema), Cathie West; Barb Meilenner, Bianca Sclippa-Barrett

COMMITTEE MANDATE: To define more clearly the community service pathway, develop “no wrong door” and “warm hand-off” resource materials for service providers and implement distribution, education, awareness and training.

Item	Discussion/Motions	Recommendations <i>(things to go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
1. Welcome and Introductions	Melanie Dunlop (co-chair) welcomed everyone, members introduced themselves and identified the agencies they represent		
2. Review of Agenda	Agenda was accepted		
3. Approval of Minutes	Motion to approve Minutes from November 14th, 2013 Moved by Karen Richey Seconded by Susan Quaiff All in Favour		
4. Business Arising a) Network Meeting Highlights from December 6 th	Terry identified that there were a couple of excellent presentations made at the last Network meeting.		Please refer to CYSN minutes to be distributed shortly.

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<p>b) Coordinating Team Update</p> <p>c) Children & Youth Mental Health Framework Update</p>	<p>Wendy stated that Brandi Hildebrand's Aboriginal Awareness presentation was great. Terry presented the 2nd quarter financial report and Sybil Foley from the Ministry of Children and Youth (MCYS) advised that Best Start planning monies will be shifting from MCYS to the Ministry of Education in April 2014. Jared Phillips (Highland Shores Children's Aid Society) spoke on behalf of the Quinte West Youth Centre. Currently, they will be looking at a surplus school in QW as a hub for services. Wendy indicated that the Network has authorized the Resource Sharing Committee to assist in exploring this initiative. This project goes hand in hand with "No Wrong Door/Warm Hand-Off".</p> <p>Nothing to report at this time</p> <p>Terry explained that "draft" has not been removed from the document at this time. The 34 service areas have not yet been identified. It was expected that 16 of these areas would have been identified by the beginning of December; however, has not happened. Everything is purely speculation at this point. More info will follow when the Ministry provides such.</p>		<p>Brandi's slides will be attached to Network meeting minutes. Also visit blog at http://www.hpechildrenandyouth.ca/2013/12/working-with-mohawk-families-practical-advice-for-a-rich-tradition/.</p> <p>Jared's slides will be attached to Network meeting minutes.</p>

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	<p>booklet. He felt that the information could prove valuable to the officers on his team. Wendy did bend the rules a bit by dropping off copies of the Service Referral Guide by Function. Along with this, Wendy has asked to make a short presentation at a team/staff meeting to talk about what the CYSN is doing and extend an invitation to “No Wrong Door” training.</p> <p>Terry asked if the presentation on the Network to take to out to the community has been done yet. Wendy reported that this was in fact almost done. The Communication Team is to review it again in January before it reaches this Committee and the Network.</p> <p>Since he attended our Network meeting, there was some discussion around Dave Ludington from Quinte West OPP being invited to attend Network meetings on behalf of the QW OPP. Wendy is to follow up to determine if this is a possibility or perhaps there may be another individual able to free up time to do so (someone mentioned Maggie, a community police officer; someone else mentioned that perhaps a from the Police Services Board might be another option).</p>		<p>Wendy will start to engage QW OPP / Police Services Board. This may also occur naturally through the QW hub initiative, involving the Resource Sharing Committee.</p>

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c) Parent Engagement Project Update (PEP)	<p>The project budget and draft mid-term report were included in the meeting package. Wendy handed out a copy of “Processes, Timelines and Deliverables 2013-2014” for this meeting. In reviewing this chart, Wendy indicated that the PEP Team is at the point of developing a Pre-Symposium Package. It is hoped that this will go out Monday or Tuesday so that registrants have an opportunity to review in advance.</p> <p>Wendy reported that to date, 20 people have signed up for the Symposium. Each of the four planning tables has been allotted 30 spaces. It is hoped that HPE will fill its allotment - deadline for registration is tomorrow, December 13th. If HPE do not use all 30 spaces, the remainder will go to KFL&A. It is hoped that as many people from this Committee will attend as possible. Wendy explained that four representatives from each of the regional planning tables will then form a small committee to pull everything together on January 28th, 2014.</p> <p>It is hoped that a final report will be ready for presentation to the Network at the end of February.</p>		<p>Wendy to send out a second reminder to register for the January 14th Symposium.</p>

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<p>d) Parent Engagement Exercise</p>	<p>Wendy explained that both Theresa Dostaler (consultant) and Kelly Mathieson (in kind contributor) will be facilitators at both symposiums. Kelly will be there as Family Space ED as opposed to co-chair of CYSN.</p> <p>Wendy asked if the Committee had any questions or concerns surrounding the budget that was sent out in the meeting package. Committee members all seemed fine.</p> <p>Wendy reported that the mid-project report is to be sent to MCYS by the end of December. The draft has been shared with the other three planning table liaisons.</p> <p>Wendy spoke to the fact that as a region it is difficult to communicate via telecommunications. The current technology simply does not support it (many systems do not speak between regions). It is also difficult to find space large enough to accommodate large groups over 50.</p> <p>Members were okay with the mid-term report.</p> <p>Wendy had sent discussion questions to Committee members in advance:</p>		

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	<ul style="list-style-type: none"> • What does parent engagement mean to you as an organization/service provider? • Do you think it means the same for parents? • What are you hoping will happen at the completion of this project? • What are our challenges right now? <p>This created some good discussion and feedback from Committee members (see attachment).</p>		
6. Summary of Next Steps	<ol style="list-style-type: none"> 1. Wendy to get the “No Wrong Door Video” distributed for feedback to the Committee (it was agreed that in light of there not being a meeting in January that she would post it on YouTube and send the link to Committee members). 2. Move forward to prepare for Power Trainer Training in March 2014. 		
7. Next Meeting	Thursday, February 13th, 2014, 9-11 am , CMHS		If you are attending or not, please contact: dunlmela@alcdsb.on.ca tswift@cmhs-hpe.on.ca wanderson@cmhs-hpe.on.ca
8. Adjournment	Meeting was adjourned at 11:04 am		