

SERVICE PATHWAY / COMMUNITY ENGAGEMENT COMMITTEE MINUTES

MONDAY, JUNE 16, 2014, 9-11AM, CMHS

IN ATTENDANCE: Kelly Mathison (Family Space), Cathie West (Youthab), Sabrina Hudson (The Hub), Terry Swift (CMHS/Co-Chair), Beverley Bell-Rowbotham (Data Analysis Coordinator), Susan Seaman (Counselling Services of Belleville and District), Karen Richey (Abigail's), Amy McGuinness (Family Space), Wendy Anderson (CYSN/Coordinator), Donalda Simmons (HPEDSB), Bianca Sclippa-Barrett (BQW Community Health Centre), Kerry Cole (Community Organized Support Program)

GUESTS: Carmela Ruberto (Hastings County), Reta Shappard (Hastings Housing Resource Centre)

REGRETS: Melanie Dunlop (ALCDSB/Co-Chair), Paul Meadows (Mental Health Services), Danita Norton (Community Living Prince Edward), Joanne Munro-Cape (Prince Edward-Lennox & Addington Social Services), Barb Meillener (ALCDSB), Susan Quaiff (The Hub), Vicky MacDonald (Highland Shores Children's Aid)

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 go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
1. Welcome and Introductions	Terry welcomed all Committee Members. Allison Dall was not able to attend the meeting. Kerry Cole volunteered to take the minutes.		
2. Review of Agenda	To accommodate guests to the meeting, items 5b. will be addressed before 5a.		
3. Motion to Approve Minutes	Motion to approve minutes from May 13 th Moved by Amy McGuinness Seconded by Terry Swift All in favour. Carried.		

Item	Discussion/Motions	Recommendations <i>(things go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
4. Business Arising from Minutes a) Network Meeting Highlights b) Coordinating Team Update	Both of these items were addressed at the last meeting and there was no new information; no further updates required.		Minutes available in about section: http://www.hpechildrenandyouth.ca
5. Work Plan a) Children and Youth Mental Health Framework b) Referral Map by Function <ul style="list-style-type: none"> • Shelter c) Family Engagement Project (FEP) <ul style="list-style-type: none"> • Plan June 26th CYSN report-back/exercise 	<p>b.) Together, Carmela Ruberto (Hastings County) and Reta Sheppard (HRRC) explained the current process for emergency shelter and finding housing for local homeless.</p> <p>Basic information, i.e. where they are currently, financials, size of the family unit, etc., is collected at intake. Homeless client may be directed to OW for additional assistance, and CMHA homes may be called for placement (2 houses for single persons, and 1 house for families). Placement with CMHA does not require MH issues.</p> <p>Carmela explained that the Red Cross is now looking after shelter in the area, and provided business cards with contact information for the program. When the Red Cross is contacted, two volunteers would be dispatched to meet with the client to complete the intake and continue with services from there; place them in local hotel.</p>		

Item	Discussion/Motions	Recommendations <i>(things go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
	<p>Cathie West commented that homelessness is a huge issue in the area with few resources. Of the 1600-1800 served through Youthab, 40% are seniors. Additionally, they have placed 13 people in housing since the beginning of April.</p> <p>After discussion on the matter, it was agreed that “Shelter” would include: i.) Hastings Housing Resource Centre, ii.) Red Cross, iii.) CMHA, iv.) Youthab and, v.) P.E. Social Housing.</p> <p>The Social Services Community Services 2014 Edition was handed out to the members. Additional booklets can be obtained through Hasting County.</p> <p>Resources for shelter and housing in PEC were uncertain.</p> <p>Beverley Bell-Rowbotham sits on the Poverty Round Table, and will look into the shelter/housing matter further at the upcoming meeting on June 18th. It was proposed CYSN link up with this group in some capacity.</p>		<p>Amendments to the drafted Referral Map by Function under Shelter to be made, as discussed.</p> <p>Wendy said she would look into this matter.</p>

Item	Discussion/Motions	Recommendations <i>(things go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
	<p>a.) Terry Swift reported it is expected the CYMH framework will move forward after experiencing a period of the restructuring being on hold. Meetings and collaboration with Northumberland County continues.</p> <p>c.) CYSN direction for “Family Engagement” is needed, and this will be passed onto the Network meeting on June 26.</p> <p>Discussion of the Network’s role in family engagement: the Network does not provide direct services, but its agencies do, who in turn engage families in their own manner. The Network should be able to look at member agencies in order to find best practices for engagement processes, then to develop a framework for family engagement, member agencies can take back in implement relevant practices.</p> <p>Looking at the Common Ideas of Family Engagement, the Network can decide on a philosophy for Family Engagement which can be included in the membership agreement.</p> <p>Next steps, as decided by the table:</p>		

Item	Discussion/Motions	Recommendations <i>(things go forward to the Network)</i>	Action <i>(including Person Responsible and Completion Date)</i>
	<p>i.) Using Common Ideas contained in the report, incorporate the Family Engagement philosophy into the membership agreement (TOR working group will be working on this over the summer); and</p> <p>ii.) Assemble “best practices” for family engagement and possibly house in assets inventory.</p> <p>Kelly suggested she and Wendy meet with Theresa Dostaler in order to gain further ideas as to the specific first steps that can be taken with this.</p> <p>Question to consider in the long term: how does the CYSN engage families as a system?</p>		<p>Donalda agreed to communicate next steps to Network:</p> <ol style="list-style-type: none"> 1. Ask members to commit to a common philosophy of family engagement through a revised CYSN Membership Agreement. 2. Ask members to identify ways in which organizations can share best practices, policies and tools with each other. Timeline: Fall 2014 3. As a Network, determine how to involve families in the community-specific planning stage of the project. Timeline: Winter 2014/2015
6. New Business	No new business to attend to.		
7. Next Meeting	Second Thursday of the month – Next meeting is scheduled for Thursday September 11, 2014 from 9-11am, CMHS		If you are attending or not, contact: dunlmela@alcdsb.on.ca tswift@cmhs-hpe.on.ca wanderson@cmhs-hpe.on.ca
8. Adjournment	10:40am		