

**SERVICE PATHWAY / COMMUNITY ENGAGEMENT COMMITTEE MINUTES**

THURSDAY, MARCH 20, 2014, 9-11AM, CHILDREN’S MENTAL HEALTH SERVICES, 3<sup>RD</sup> FLOOR

IN ATTENDANCE: Amy McGuinness, Paul Meadows, Beverley Bell-Rowbotham, Kerry Cole, Susan Seaman, Wendy Anderson, Allison Dall (recorder)

REGRETS: Terry Swift (co-chair), Melanie Dunlop (co-chair), Danita Norton, Bianca Sclippa-Barrett, Susan Quaiff, Vicky MacDonald, Donalda Simmons, Barb Meilenner, Cathie West, Joanne Munro-Cape, Karen Richey

**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>
<b>1. Welcome and Introductions</b>	In Terry and Melanie’s absence, Wendy chaired this meeting. She welcomed all Committee members to the table.		
<b>2. Review of Agenda</b>	Agenda for today’s meeting was accepted.		
<b>3. Motion to Approve Minutes</b>	Minutes from the meeting were accepted (No Quorum)		
<b>4. Business Arising from Minutes</b> a) Network Meeting Highlights b) Coordinating Team Update	No business to report at this time.		

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<p><b>5. Work Plan</b></p> <p>a) Children and Youth Mental Health Framework</p> <p>b) No Wrong Door Training Update</p> <p>c) Parent Engagement Project Update:</p> <ul style="list-style-type: none"> <li>• Review of Regional Common Ideas and</li> </ul>	<p>Nothing to report at this time</p> <p>Wendy reported that Amy and Theresa have put together a Train-the-Power-Trainer session. The training is scheduled to take place next Thursday, March 27, 2014. 13 people have registered at this time. The session will be from 9:30am – 12:30 pm at the Belleville Public Library.</p> <p>Wendy reported that she had made a presentation on the No Wrong Door at the TAY Workshop held by Youthhab and extended an invitation to all to sign up for the training session.</p> <p>Wendy did mention that in the future the Committee should discuss the idea of scheduling training sessions well in advance, as this has been mentioned in the past.</p> <p>This Committee reviewed the draft common understanding and planning table options last meeting, based on information gathered at symposiums and follow-up meeting. Wendy</p>		

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<p>Action Options for Planning Tables</p> <ul style="list-style-type: none"> <li>• Status of Final Report</li> <li>• Review Slideshow to CYSN</li> </ul>	<p>reported that Theresa is currently in the process of preparing the final 50-page report. Coordinators/Planners learned that the four planning tables were not on the same page in terms of a definition for moving forward. In order for things to move forward, terminology was changed:            Common Definition = Common Ideas            Theresa's report will contain Action Options for each planning table. The term "option" was used because the intent of the project was not to dictate what planning tables should do. The report will contain recommendations to planning tables and specific recommendations for each table will be contained in the covering letter accompanying the report.</p> <p>The final report will be available electronically by the end of March/beginning of April.</p> <p>Committee members were shown the slideshow that will be presented to the Network at their next meeting scheduled for Tuesday, March 25, 2014. The meeting is at the Hastings and Prince Edward District School Board office and runs from 1–3:30 pm.</p>		

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<ul style="list-style-type: none"> <li>Next Steps</li> </ul>	Upon review of the Slideshow, Wendy will make some changes in it to better represent the work done.		Wendy to make necessary changes to the slideshow prior to showing it at the Network Meeting.
<b>6. New Business</b>	N/A		
<b>7. Next Meeting</b>	Thursday, April 10, 2014, 9-11am at CMHS		If you are attending or not, contact: <a href="mailto:dunlmela@alcdsb.on.ca">dunlmela@alcdsb.on.ca</a> <a href="mailto:tswift@cmhs-hpe.on.ca">tswift@cmhs-hpe.on.ca</a> <a href="mailto:wanderson@cmhs-hpe.on.ca">wanderson@cmhs-hpe.on.ca</a>
<b>8. Adjournment</b>	9:40 am		