

COMMUNITY INDICATORS AND MEASURES COMMITTEE MINUTES

MONDAY, MARCH 30, 2015, 9 – 10:30 AM, HIGHLAND SHORES, MOIRA RIVER MEETING ROOM

IN ATTENDANCE:

Brandi Hodge (Co-Chair) - United Way Quinte, **Susan Ramsay** - Kingston Literacy and Skills, , **Carmela Ruberto** - Hastings County Social Services, **Beverley Bell-Rowbotham** – Data Analysis Coordinator, **Wendy Anderson** (Coordinator) – Children and Youth Services Network

REGRETS: **Tami Callahan** – Highland Shores Children’s Aid (Co-Chair), **Jennifer Mills** – Quinte and District Rehabilitation, **Margo Russell Bird**, Quinte Children’s Treatment Centre, **Ruth Ingersoll**, Community Development Council Quinte, **Tamara Kleinschmidt** – TMFRC, **Angela Harvey** – Hastings and Prince Edward District School Board, **Shelly Brown** – Hastings and Prince Edward Counties Health Unit, **Pam Kent** – Prince Edward – Lennox & Addington Social Services, **Susan Sweetman** – Children’s Mental Health Services, **Maribeth deSnoo** – Hastings and Prince Edward Learning Foundation

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	Quorum was not achieved.		
2. Review of Agenda	The agenda was accepted.		
3. Motion to Approve Minutes	The minutes from January 26 th were accepted.		
4. Business Arising from Minutes a) Network Meeting Highlights	Brandi reported on the March 12 th presentation of recommendations to CYSN. Please refer to 5.1 and 5.2 below.		Minutes will soon be available at CLICK HERE

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<p>5. New Business</p> <p>5.1 Network Vision, Mandate – process for review</p> <p>5.2 Mapping Goals and Activities of the Network and Funders</p> <p>5.3 Election of Co-Chair</p> <p>5.4 Data Repository Funding</p>	<p>It was determined by the CYSN that the CIMC should be responsible for moving forward on:</p> <ul style="list-style-type: none"> • Planning a vision and mandate re-visit exercise to clear up any misunderstanding and bring everyone together on the same page. Brandi recommended that this not be facilitated by one of us but rather an outside facilitator. Timeline: May or June. • Preparing a visual map of CYSN goals, activities and Ministry goals. A first draft prepared by Wendy was shared (attached). Beverley reminded us that some structural changes were present in the results. Brandi felt this might come out in the mapping exercise. Wendy encouraged clear and consistent language; i.e., in the use and meaning of the terms goals, objectives, purpose, mandate, etc. <p>Since we have had no volunteers to date, Brandi is willing to lead the committee as Chair until someone can be recruited.</p> <p>Everyone is asked to bring potential funding sources to the next meeting.</p>		<p>Judith Moses, KFL&A Planner was recommended to Brandi. The group suggested her counterparts at United Way as potential facilitators. Brandi will contact and report back at our next meeting.</p> <p>Beverley will work on a visual and email to members for comment.</p> <p>As an integrated process, Susan suggested gathering input on the visual map from teams, committees and groups before taking to the Network.</p> <p>Brandi will advise Tami.</p> <p>TASK: Everyone bring suggestions to next meeting.</p>

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<p>5.5 Updating Work Plan</p> <p>5.6 CYSN Advocacy/Awareness Work Plan</p> <p>5.7 Report Card Brochure 2015</p>	<p>As follow-up to our last meeting, Brandi, Ruth and possibly Tamara will contact OTF about re-submitting.</p> <p>Deferred</p> <p>Wendy presented the draft work plan prepared by a small working group tasked by the Network to engage municipal councils in the work of the CYSN on red flag issues. The CIMC is being asked to help with measures and evaluation. There will be a call for volunteers throughout the Network to deliver deputations. The group supported this plan.</p> <p>Brandi, Tami and Beverley met with the Communication Team on February 6th to discuss collaboration on a Report Card brochure update. The 2013 version promised a detailed report card in Fall 2014. The CIMC will be responsible for the data and the Communication Team for the text.</p>		<p>Brandi, Ruth, Tamara to follow-up with Trillium.</p> <p>Draft Work Plan attached.</p> <p>Now that the two red flag issue groups, CIMC and Communication Team support, this will go to CYSN for endorsement.</p> <p>Beverley will work on the update of the data. Timeline: September</p> <p>Please note that the CYSN would not have had any impact at this point because campaigns are only beginning now.</p>
<p>6. Next Meeting</p>	<p>Monday, April 13th, 9-10:30am, United Way</p>		<p>If you are planning to attend or not, please contact: Tami.Callahan@HighlandShoresCAS.com bhodge@unitedwayofquinte.ca wanderson@cmhs-hpe.on.ca</p>

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	Agenda: <ul style="list-style-type: none"> • Standing item until June: Election of Co-Chair • Report back re: OTF follow-up • Suggestions for potential funders • Prep for CYSN vision/mandate re-visit • Report Card Brochure 2015 – update • Work Plan 		
7. Adjournment	10:15am		

SUMMARY OF CYSN VISION, MANDATE, GOALS, ISSUES, ACTIVITIES

NOVEMBER 22, 2012 TO MARCH 31, 2015



CYSN VISION	Children, youth and families living in Hastings-Prince Edward easily access a responsive service system that meets their needs.	
CYSN MANDATE	To create an effective, integrated and seamless community service system for children, youth and families that maximizes resources through collaborative and informed planning.	
OVERARCHING GOALS AND RESPONSIBILITY – AROSE THROUGH CONSULTATION WITH MEMBERS AND THE COMMUNITY DURING THE HPE COMMUNITY ACTION RESEARCH PROJECT (CARP) 2012	Shared planning for services	Coordinating Team through development of processes + All - Network, its teams, committees and working groups in collaboration with Food Security Network, Vital Signs, etc.
	Clear messaging/communication	Communication Team through CYSN website, etc. + All
	Accessible service pathways and community engagement	Service Pathway and Community Engagement Committee through No Wrong Door, Red Cards, Community Service Expo, Family Engagement (in process) + All
	Effective and efficient sharing of resources (i.e., best practices, policies, space, etc.)	All – Network, its teams, committees and working groups (Resource Sharing Committee disbanded in March 2014)
	Monitoring of Community Indicators, Evaluation Tools, Maintenance of Data Repository	Community Indicators and Measures Committee through Partnership Self-Assessment Tool, Report Card Brochure and Data Repository (in process) + All
RED FLAG ISSUES – VOTED ON BY THE CYSN IN JANUARY 2013	<u>Food Security – Second Helpings Working Group:</u> Responsible for identifying and implementing one or more actionable projects that will improve access to healthy food by children, youth and families in HPE. “Fresh for All” campaign (May 2015)	
	<u>Kindergarten Students who are Developmentally at Risk – Early Childhood Development Working Group:</u> Responsible for identifying and implementing one or more actionable projects that will improve early childhood development outcomes for children in HPE. “Make Room for Play” campaign (March 2015)	

<p>2014/15 MEDU FAMILY SUPPORT PROGRAM SERVICE AGREEMENT GOALS AND CORRESPONDING CYSN ACTIVITIES</p> <p>NOTE #1: MCYS Children's Planning Table objectives are similar, accent targeted prevention and include youth up to 18 years.</p> <p>NOTE #2: Our system-wide Triple P Parenting Program addresses all three areas - especially #1. Member support of training, facilitation and referrals could be strengthened.</p>	<p>Provide children with the early support they need for the best possible start in life and help them achieve their full potential as they grow up.</p>	<ul style="list-style-type: none"> - "Fresh for All" campaign - "Make Room for Play" campaign - Municipal awareness and "ask" campaign (Nov 2015) - Checkered Flags: A mental health resource guide for schools, community agencies, families and youth - Family Engagement - Consultation on Provincial initiatives - Measures and evaluation
	<p>Provide families with easier access to the services they need at all stages of a child's early development.</p>	<ul style="list-style-type: none"> - No Wrong Door training and resources - Red Cards: Where youth can go for help - Enhanced 18-month Well-Baby Visit Referral Map - Family Engagement - Consultation on Provincial initiatives - Measures and evaluation
	<p>Support services that are sensitive to the social, linguistic and cultural diversity of families and Aboriginal communities.</p>	<ul style="list-style-type: none"> - Aboriginal Planning Early Years Template - Best Start Francophone Network Representative - Regional Coordinator/Planner Meetings - Family Engagement - Consultation on Provincial initiatives - Measures and evaluation

Prepared by Wendy Anderson, CYSN Coordinator, March 7, 2015

AWARENESS STRATEGY

Goals:

- To reduce food insecurity and improve the developmental outcomes of young children in HPE

Objectives:

- To engage municipal councils in our work (campaigns) on these Red Flag issues in 2016

Outcomes:

- What they will know: Municipal Councillors will be aware of the CYSN:
 - ✓ who we are? – and groups we are working in collaboration with
 - ✓ what we have done in 2015 and why?
 - ✓ what we are going to do in 2016 and why?
 - ✓ how and why we need their help in 2016?
 - ✓ what's in it for them? - see connection between our work and social services, recreation, etc.
- What they will do: Municipal Councillors will support the CYSN:
 - ✓ endorse future campaigns
 - ✓ offer community champions

Evaluation:

- Compile campaign data (for analysis by CYSN Community Indicators and Measures Committee)

ACTIVITIES	TIMELINE	RESPONSIBILITY	BUDGET	COMPLETION
<p>Advocacy Working Group (AWG) Struck by Network to Develop Questions for Belleville Mayoral Candidates:</p> <p><i>Through the collection of local data, the Children and Youth Services Network is currently working on two red flag issues in Hastings-Prince Edward:</i></p> <ul style="list-style-type: none"> • Food insecurity, and • Kindergarten students who are developmentally at risk. <p><i>Knowing that some of our work is going to require support and action from all levels of government, including municipal government, what would you do to help the Children and Youth Services Network move forward with these identified red flags?</i></p> <p>Our questions were not accepted for submission to candidates.</p>	Sept 25/14	Ruth Ingersoll Anne-Marie Murphy Heather Barker Wendy Anderson (Coordinator)		√
AWG was tasked by the Network to work on an awareness campaign targeting municipal councils across HPE	Nov 17/14	AWG		√
AWG meet to develop a work plan	Jan 22/15	AWG		√
Request input and consensus from Red Flag Working Groups - Second Helpings (SH) and Early Childhood Development (ECD)	Feb 12,19	AWG		√√
Consult with Healthy Communities about their recent deputations	Mar/15	AWG		
Request input and consensus from Communication Team and Community Indicators and Measures Committee (CIMC)	Mar 30	AWG		
Present Final Work Plan to Network for Approval	Apr 23/15	AWG		
Implementation of Work Plan Consultation and input during Network meetings	May to Nov/15	AWG, Red Flag Working Groups, Network		
Evaluation	Dec/15	CIMC and Network		

ACTIVITIES (continued)		TIMELINE	RESPONSIBILITY	BUDGET	COMPLETION
1.	a) Gather data and testimonials throughout ECD campaign	Mar to June/15	ECD Working Group, CIMC		
	b) Gather data and testimonials throughout SH campaign	May to Oct/15	SH Working Group, CIMC		
2.	Assemble above materials, develop and print a small quantity of handouts <ul style="list-style-type: none"> include a clear ask could be an update of Report Card 2013 brochure copies would be available on CYSN website 	June-Oct/15	ECD Working Group, SH Working Group, CIMC, Communication Team	\$ - Design and Printing	
3.	Develop a 10-minute presentation based on #2 above about CYSN and its campaign outcomes <ul style="list-style-type: none"> include clear ask would be posted on CYSN website 	June-Oct/15	Communication Team	\$ - Projector purchased in 2014/15	
4.	Mobilize a group of ~10-12 presenters, comprised of working group and Network members	June-Oct/15	ECD Working Group SH Working Group Network		
5.	Nov-Dec/15 deputations are scheduled with both Social Services Committees	Summer 2015 s/b sooner	AWG		
6.	Nov-Dec/15 deputations are scheduled with 17 Councils across HPE	Summer 2015 s/b sooner	AWG		
7.	Teams of two presenters (ideally one from each Red Flag Working Group) make 19 deputations	Nov-Dec/15	Volunteer Presenters		
8.	Follow up with Committees and Councils	Jan/16	AWG, Network		
9.	Next Steps	Feb 24/16	Network		
10.					