

## COORDINATING TEAM MEETING MINUTES

THURSDAY, FEBRUARY 23, 2017, 8:30-10:30AM, HIGHLAND SHORES CHILDREN'S AID, BELLEVILLE

IN ATTENDANCE: Theresa Kennedy (CYSN Co-chair), Tamara Kleinschmidt (CYSN Co-chair), Mark Kartusch (Managing Agency), Brandi Hodge (Community Indicators and Measures Committee), Kelly Allan (Past CYSN Co-chair), Susan Seaman (Service Pathway/Community Engagement Committee), Wendy Anderson (CYSN Coordinator) REGRETS: Kelly Allan (Past CYSN Co-chair)

GUESTS: Rachelle Blanchette (MEDU), Pam Kent (PELASS), Cathy Utman, Sheleena Forfar, Beverley Bell-Rowbotham (Hastings Community and Human Services) FOCUS GROUP FACILITATORS: Jayson Doll (Community Hubs Specialist/Coordinator, Local Government Policy Branch), Jeff Neal (Manager, Local Government & Planning Policy), Terry Fenton (Community Hubs Specialist/Coordinator, Local Government Policy Branch), Alana Del Greco (Policy Advisor, Local Government Policy Branch), Petr Sizov (Municipal Advisor, Municipal Services Eastern Region)

**TEAM MANDATE:** The Coordinating Team is responsible for developing processes to support effective decision-making by the Network. The Coordinating Team receives agenda items from teams, committees, working groups and community partners, organizes Network meetings, and provides general direction to the coordinator in the development of Network agendas. The Team also reviews Network membership and partnership in order to identify gaps.

ITEM	DISCUSSION/MOTIONS	ACTION <i>(including Person Responsible and Completion Date)</i>
<b>1. Welcome and Introductions</b>	Guests were introduced and welcomed	
<b>2. Questions for CMSMs about the planning and implementation of Ontario Early Years Child and Family Centres (CFCs)</b> a) How can the CMSMs and CYSN work together b) What info will be available for	<ul style="list-style-type: none"> <li>• Initial plans for CFCs are due to MEDU in May 2017 for implementation in January 2018</li> <li>• Planning for CFCs is not much different from the work occurring in special needs and mental health</li> <li>• CMSMs are required to engage with service providers and families</li> <li>• The HPE planning table is too large to consult with – a Prenatal to 6 table no longer exists – CMSM strategy will be to consult</li> </ul>	

ITEM	DISCUSSION/MOTIONS	ACTION <i>(including Person Responsible and Completion Date)</i>
a CFC update/presentation/consultation with CYSN membership on March 23 <sup>rd</sup> ?	through focus groups and surveys <ul style="list-style-type: none"> <li>Funding and sustainability of the CYSN is a separate matter</li> <li>CFC planning is not intended to replace the work of the CYSN – both CMSMs are Network members – still a place for identifying gaps in the system and service alignment of the various functions serving up to 18 years and their families.</li> <li>The CYSN membership needs to be clear on its function/purpose. What is its scope? What is realistic? What is sustainable?</li> </ul>	Sheleena will provide a high level overview to the CYSN on March 23 <sup>rd</sup> and respond to questions – 15 minutes +
<b>3. Finalize March 23 Network Agenda</b> a) Accept January 31 <sup>st</sup> minutes b) Review 2017 draft budget for CYSN approval c) Discuss staffing recommendations to Network d) Other	<ul style="list-style-type: none"> <li>Accepted</li> <li>It was agreed that until next steps for the operations of the Network have been determined, a budget cannot be set</li> <li>It was agreed that until next steps for the operations of the Network have been determined, staffing cannot be determined</li> <li>All agreed that the Coordinating Team needs time to consider options for future funding and coordination</li> </ul>	<ul style="list-style-type: none"> <li>Co-chairs to present new funding arrangements with MCYS and MEDU to the Network</li> <li>Coordinating Team will commit to bringing a draft plan to the Network</li> </ul>
<b>4. Focus Group Activity with Ministry of Ministry Affairs</b>	As part of the <a href="#">Community Hub</a> initiative, Coordinating Team members participated in a focus group with representatives from the Ministry of Municipal Affairs. Research questions were intended to provoke discussion around specific challenges and success factors experienced by the CYSN in the areas of governance, operations, resourcing, strategy, partnerships, evaluation and improvement.	Wendy to share MOU, and pre-CARP, post-CARP and latest approved structures  MMA reps plan to observe at the March 23 <sup>rd</sup> CYSN meeting
<b>5. Next Meeting</b>	To be determined	
<b>6. Adjournment</b>	Noon	