

COORDINATING TEAM MEETING MINUTES

TUESDAY, JUNE 7, 2016, 9-11AM, HIGHLAND SHORES CHILDREN'S AID, BELLEVILLE

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.

IN ATTENDANCE: Theresa Kennedy (CYSN Co-chair), Tamara Kleinschmidt (CYSN Co-chair), Brandi Hodge (Community Indicators and Measures Committee), Kelly Allan (Past CYSN Co-chair), Beverley Bell-Rowbotham (DAC), Wendy Anderson (CYSN Coordinator)

REGRETS: Mark Kartusch (Managing Agency), Bonnie Perrigard (Communication Team), Susan Seaman (Service Pathways/Community Engagement Committee)

ITEM	DISCUSSION/MOTIONS	ACTION <i>(including Person Responsible and Completion Date)</i>
1. Welcome	Chaired by Tamara and Theresa	
2. Review Agenda	Accepted	
3. Review April 6, 2016 Minutes	Accepted	
4. Business Arising a) April 28th Attendance Review b) April 28 th Meeting Evaluation Results	43% of total member organizations represented by a decision-maker have been a constant for the last three Network meetings. Positive overall. Timekeeping of presentations has been raised in the last few evaluations.	Co-chairs will give 3 minute warning. Wendy will ensure presenters are aware of their time allotment.

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<p>5. Team Work Plan Items</p> <p>a) Co-chair Election 2016</p> <p>b) Financial Reporting</p> <p>c) Databit</p> <p>d) Finalize Network Agenda</p>	<p>Wendy advised that she has not received any nominations. Kelly approached one person but unfortunately they declined. Wendy shared the process being used by KFL&A where individuals are approached and taken out to lunch by Co-chairs. If we are unable to recruit a candidate prior to June 23rd, we will postpone our election until September 22nd.</p> <p>Wendy shared a schedule of reporting with the group, and suggested that it made more sense for Highland Shores, the Network and Ministry reporting to work off a quarterly schedule. Everyone agreed. HSCA would like to tweak the report slightly to provide some clarity. The 1st Q report will be available in the new format for review by the Coordinating Team in September.</p> <p>Beverley shared a preliminary EDI report with team. EDI results will be introduced (30 min) to the CYSN on June 23rd. Anticipate ongoing discussion and analysis as part of our work plan.</p> <ul style="list-style-type: none"> • Margo and Diane Pick will have 30 minutes to present Coordinated Service Planning piece of Special Needs Strategy • Lynn has requested 5 minutes for an MCYS update • Rachelle is unsure of whether she can attend. If not, Theresa will speak briefly to the engagement with community planning tables by CMSMs in upcoming Ontario Early Years Child and Family Centre consultations, and the redistribution of DAC funding from the MEDU to CMSMs in January 2017. • Wendy will seek approval of the 2016/17 FNMI work plan. 	<p>Tamara will approach Cathie West – as a valuable youth representative – and set up a meeting and/or lunch.</p> <p>Wendy will include the schedule in the meeting package and present to the Network.</p> <p>Beverley will supply Wendy with a report next week for printing and distribution at meeting.</p>

ITEM	DISCUSSION/MOTIONS	ACTION <i>(including Person Responsible and Completion Date)</i>
	<ul style="list-style-type: none"> • Brandi will require about 20 minutes for an update from the CIMC on the CYSN work plan. The databit will follow. • Mark Hill and Kathleen Foster-Morgan will have 10 minutes for a report on Matters of Hope/Edith Fox Life & Loss Centre. • Brandi would like 5 minutes to talk to the Network about the Suicide Prevention Coalition. 	Brandi will supply Wendy with a summary next week for inclusion in the meeting package.
6. New Business	<ul style="list-style-type: none"> • 15 minute Youth Gambling Awareness and Nutri-Step program presentations will be held in September. • Susan Sweetman would like 15 minutes in September for a family engagement presentation. • Our next meeting evaluation will take place in September. 	Wendy will advise Steve Keller and Shelly Brown.
7. Next Meeting	Wendy will issue a doodle poll to prepare for September meeting.	Regrets to: wanderson@hpechildrenandyouth.ca
8. Adjournment	11am	