

SERVICE PATHWAY / COMMUNITY ENGAGEMENT COMMITTEE MINUTES

TUESDAY, JUNE 16, 1-3PM, CHILDREN’S MENTAL HEALTH SERVICES (CMHS), LOWER LEVEL

IN ATTENDANCE: Susan Sweetman (Co-chair), Melanie Dunlop (Co-chair – Recorder), Susan Seaman, Kimberley Doyle, Cathie West, Wendy Anderson (Coordinator)

REGRETS: Laurie Mick, Donalda Simmons, Susan Quaiff, Beverley Bell-Rowbotham (DAC)

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			
2. Review of Agenda	Agenda reviewed – no changes.		
3. Accept Minutes from May 19th	Minutes accepted.		
4. Business Arising from Minutes: a) Network Meeting Highlights b) Coordinating Team Update from June 3 rd	N/A <ul style="list-style-type: none"> • Databits will continue to occur at Network meetings. At the June meeting, CYSN will 		Network and Coordinating Team minutes are available under the ABOUT tab at http://www.hpechildrenandyouth.ca

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	<p>have a joint presentation from Student Success representatives of both school boards to discuss plans and strategies. This is in response to the April databit on high school graduation rates. The CYSN wants to learn how to support the boards in their work on student success.</p> <ul style="list-style-type: none"> • The Community Indicators and Measures Committee (CIMC) is working on locating funding sources to support creation of a data repository that would allow service providers in HPE to access various forms of data to inform our planning. Beverley is looking into building better connections with the SE LHIN data person to see how their data could be made more available to our community. \$20,000 is the approximate cost to create it and there would be a minimal fee associated with annual hosting of this repository. 		
<p>5. Work Plan</p> <p>a) Moving on Mental Health Update</p>	<ul style="list-style-type: none"> • Susan Sweetman advised that no update has been received yet by CMHS nor Highland Shores CAS; believe they may hear from MCYS in July 2015. No 		

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<p>b) Plan – Service Referral Guide Survey</p>	<p>community consultations have been conducted in our HPE community, according to process followed in previous appointments. Lynette Cumming, our MCYS representative, has asked for five minutes at the June Network meeting in the event there is news to share.</p> <ul style="list-style-type: none"> Wendy noted that last fall our Committee talked about conducting an electronic pop-up survey of the Service Referral Guide by Function to collect feedback from service providers. An electronic tool was purchased last year. Suggestion: <p>If you have used this “NO WRONG DOOR” tool in your work with children, youth and/or families in Hastings-Prince Edward, please give us some feedback.</p> <ol style="list-style-type: none"> What do you like about the Service Referral Guide by Function? Do you have any suggestions for improvement? <p>The Service Pathway Committee appreciates your feedback. Thank you.</p>		<p>Wendy plans to update the guide this summer. Once complete, she</p>

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<p>c) Plan – Red Card Focus Groups</p> <p>d) Update – Community Service Expo</p>	<ul style="list-style-type: none"> We want to isolate feedback from our community. These questions seem to be supported by the group today as no suggestions were made to change the questions. The update of the Red Cards took longer than originally thought and are being copied from the electronic version by the printers now. Wendy plans to add web links to the electronic version – Cathy suggested she explore summer jobs for youth program. Plans for engaging a focus group of youth to provide feedback will be deferred until printed and electronic cards have been distributed and posted. Over 250 people participated with 35 exhibitors. Wendy has yet to review feedback from participants and exhibitors. Preliminary results show that location, presentations and format were viewed favourably. Partnership with the Harm Reduction Task Force seemed to work well. 		<p>will work with SNAP to post the survey and then launch it through the CYSN blog. The Committee to determine how long the survey will run, based on the # of responses.</p> <p>Wendy will continue to work with the printers. Web links will be added to the electronic cards over the summer.</p>

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e) Plan – Family Engagement – Review video and plan June 23 rd 10 min presentation to Network	<ul style="list-style-type: none"> • Kerry asked if there is a way to link and support Community Expos across HPE. • A September family engagement activity will be deferred due to the re-visiting of the vision and mandate being planned for the September Network meeting. • Beverley found a video that would serve as a primer for the approval of our family engagement work plan. The group watched this video today. • The focus of our work plan is to support organizations in own work on family engagement by offering opportunities for group discussion of best practice as well as tools and resources. • Wendy will require Melanie’s assistance to explain the work plan and what is being proposed to member organizations for approval. • Cathie asked about youth engagement. Our Committee understands that youth and family engagement draw on similar principles but are uniquely different. The group agreed that we amend our plans and action to also bring forward youth 	Motion to approve Family Engagement work plan	Wendy will take to Expo Planning Committee. https://www.youtube.com/watch?v=MqIlgGje3en4 Melanie will present the video and work plan at the June Network meeting.

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	<p>engagement conversations and practices. For agenda in September, our Committee should work on what resources to be highlighting and how to approach discussions and activities for the November Network meeting. Discussed the complexity of engagement and priorities of clients versus a community agency. The key is having collaborative relationships between community agencies in HPE.</p> <ul style="list-style-type: none"> • Concern with the interest and participation in the Committee. Are we creating work for ourselves? Is it a concern that we are not relevant to the needs in our community? When is it time to end the task that have been taken on and when is it time to take on something new? • Suggestion by Wendy that we wait for the vision and mandate exercise in September before considering a different service pathway focus. • What about transitions in our community? There are many other transitions occurring and where are the gaps and how can we 		

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	address them? What can we set goals around on our work plan?		
6. Next Meeting	September 15 th , 1-3pm, CMHS		If you are attending or not, contact: dunlmela@alcdsb.on.ca ssweetman@cmhs-hpe.on.ca wanderson@hpedsb.on.ca
7. Adjournment			