

**SERVICE PATHWAY / COMMUNITY ENGAGEMENT COMMITTEE MINUTES**

TUESDAY, MAY 17, 2015, 1-3PM, CHILDREN’S MENTAL HEALTH SERVICES (CMHS), LOWER LEVEL

IN ATTENDANCE: Susan Sweetman (Co-chair), Susan Seaman, Laurie Mick, Donalda Simmons, Kimberley Doyle, Cathie West, Beverley Bell-Rowbotham (DAC), Wendy Anderson (Coordinator)

REGRETS: Melanie Dunlop (Co-chair), Kerry Cole, Susan Quaiff, Theresa Dostaler

**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>	Susan Sweetman welcomed all Committee members and introductions were made for the benefit of new member Kimberley Doyle, Community Living Prince Edward. Wendy Anderson agreed to take minutes.		
<b>2. Review of Agenda</b>	Agenda was accepted.		
<b>3. Accept Minutes from Mar 17<sup>th</sup></b>	Could not be accepted due to lack of members who were in attendance on March 17 <sup>th</sup> .		

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<p><b>4. Business Arising from Minutes</b></p> <p>a) Network Meeting Highlights from April 23<sup>rd</sup></p> <p>b) Coordinating Team Update from April 2<sup>nd</sup></p>	<p>Wendy shared highlights:</p> <ul style="list-style-type: none"> <li>• Melanie provided an update on Red Cards and directed members to the order form</li> <li>• CYSN 2014/15 year-end report was presented</li> <li>• CYSN 2015/16 budget was approved</li> <li>• Special Needs Strategy presentation by Margo Russell-Bird</li> <li>• Graduation rates presented by Beverley</li> </ul> <p>Wendy reported on:</p> <ul style="list-style-type: none"> <li>• The team met around setting the April 23<sup>rd</sup> agenda</li> <li>• Investigation of CYSN banker continues</li> <li>• Community Indicators and Measures Committee are working on an exercise to revisit CYSN vision and mandate</li> </ul>		<p>Network minutes are available under the ABOUT tab at <a href="http://www.hpechildrenandyouth.ca">http://www.hpechildrenandyouth.ca</a>.</p> <p>Coordinating Team minutes are available under the ABOUT tab at <a href="http://www.hpechildrenandyouth.ca">http://www.hpechildrenandyouth.ca</a>.</p>
<p><b>5. Work Plan</b></p> <p>a) Moving on Mental Health Update</p>	<p>Susan Sweetman advised that requests for lead agency in Hastings, Prince Edward and Northumberland were submitted by April 17<sup>th</sup> by CMHS, Highland Shores and Kinark Child</p>		

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<p>b) Red Card 2015 Update</p> <p>c) Community Service Expo 2015 Update (omitted from discussion and added)</p> <p>d) Continue with Family Engagement Discussion</p>	<p>and Family Services in Northumberland. MCYS will announce decision in June 2015.</p> <p>Wendy continues to work on the update – technical difficulties have created a delay. New cards will be ready in time for June 25<sup>th</sup> CYSN meeting.</p> <p>Through a Red Card connection, Wendy has been invited to represent the CYSN at a student/parent open house at St. Paul’s in Trenton tomorrow night.</p> <p>May 26, 8am-4pm at Maranatha. Thirty-two organizations have reserved display tables and 216 have registered for the workshop.</p> <p>The Committee will recommend to the CYSN that the focus be on information and resource sharing so that member organizations can work on the concept of family engagement at their own level of understanding and practice.</p> <p>2015/16 will include working on activities 1, 2, 4 and 5:</p> <ul style="list-style-type: none"> <li>• Commit to both the philosophy and practice of family engagement.</li> </ul>	<p>Co-chairs to recommend activities 1, 2, 4, 5 to Network on June 25<sup>th</sup></p>	<p>Donalda Simmons will connect Wendy with HPEDSB Parent Involvement Committee (PIC) to engage with school councils.</p>

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	<ul style="list-style-type: none"> <li>• Promote the philosophy and practice of family engagement to member organizations.</li> <li>• Support member organizations to build upon their existing knowledge and skills.</li> <li>• Promote discussion and information-sharing about family engagement.</li> </ul> <p>At the June 9<sup>th</sup> meeting, the Committee will plan a CYSN activity for September 24<sup>th</sup>. Beverley suggested a video shown at a service integration workshop in Brockville a few years ago.</p> <p>Future question: Are there other service pathway items that we should be addressing?</p>		<p>Please bring any family engagement-related videos that you have run across. Wendy will hunt down the Brockville video link and forward to the Committee.</p>
<b>6. Next Meeting</b>	Tuesday, June 16 <sup>th</sup> , 1-3pm, CMHS		<p>If you are attending or not, contact:  <a href="mailto:dunlmela@alcdsb.on.ca">dunlmela@alcdsb.on.ca</a>  <a href="mailto:ssweetman@cmhs-hpe.on.ca">ssweetman@cmhs-hpe.on.ca</a>  <a href="mailto:wanderson@hpedsb.on.ca">wanderson@hpedsb.on.ca</a></p>
<b>7. Adjournment</b>	Meeting adjourned at 2:20pm		