

# **TERMS OF REFERENCE**

## **ALGOMA HUMAN SERVICES AND JUSTICE COORDINATING COMMITTEE 2011/12 VERSION**

### **I. BACKGROUND**

The Human Services and Justice Coordination Project is a cooperative effort among the Provincial Ministries of the Attorney General, Child and Family Services, Health and Long Term Care, Community Safety and Correctional Services. The Project was established in response to a recognized need to better coordinate, resource, and plan more effectively for services for people with special needs (mental illness, intellectual disabilities, FASD, addictions, Acquired Brain Injury, etc.) who have come, or may come, into conflict with the law. The expected outcomes of this project include enhanced public safety, improved resource utilization and greater access to quality services for people.

### **II. PURPOSE**

1. To identify both service and service coordination gaps at the local level;
2. To establish a continuum of care delivery model through partnership agreements and protocols;
3. To coordinate and facilitate communication, joint problem-solving and planning efforts among health (including mental health and addictions), criminal justice, developmental service, and social service organizations;
4. To develop creative local solutions to problems or issues through more effective service coordination.

### **III. OBJECTIVES**

1. To review existing and establish new protocols with HSJCC member agencies;
2. To identify and advocate for changes to improve the experience of individuals who come into contact with the justice system, to prevent inappropriate entry into the system and to advocate for appropriate supports and services.
3. To promote education and training for committee members and community partners;
4. To monitor progress and changes, and opportunities for collaboration in the Mental Health Court;
5. To promote and share emerging practices locally, regionally and provincially (eg. communication practice between the community and correctional facilities; Mental Health Court);
6. To enhance consumer/peer participation in the committee structure.
7. To promote collaboration between Police and Mental Health/ Human Services;
8. To monitor the implementation of the Dual Diagnosis Guidelines by identifying challenges, barrier in service provision and what works well.
9. To establish a Youth Mental Health Court Program utilizing partnerships and relationships from the committee.

#### **IV. REPORTING RELATIONSHIP**

Committee members report to the organizations they represent.

Committee members bring relevant information regarding their organization to the committee.

Algoma HSJCC reports to the Northeast Regional HSJCC, which in turn provides regional updates to the Provincial Committee.

Committee provides any updates or reports as required by the funder (LHIN), the transfer payment agency (CMHA-SSM Branch), or the regional or provincial committees.

#### **V. OPERATING PROCEDURES**

##### **1. Chairperson**

The committee will elect two Co-Chairs on a bi-annual basis. The Chair or delegate will represent the local committee on the Northeast Regional HSJCC.

##### **2. Meetings**

Meetings will be held on a quarterly basis, or at the call of the Chair. Decisions of the Committee will be made by consensus or the majority vote.

Funding received by the local committee, through the LHIN to CMHA will support the work of the committee including minute taking, mailing and mail list maintenance, travel for out of town members, other meeting costs, resources and training.

#### **VI. MEMBERSHIP**

##### **1. Coordinating Committee**

The Committee may include individuals representing the judiciary, legal system, police, community and institutional correction, community and institutional mental health, community developmental services, Ministries, youth services, consumers and families.

##### **2. Sub-Committees**

Sub-committees will be established as required.

#### **VII. TIME FRAME**

December 1, 2011- March 31, 2014

Revised Terms of Reference: April 3, 2007, December 1, 2011