

# Project Charter: COR FASD/Justice System Working Group

**Draft – Last Revision: January 16<sup>th</sup> 2020 (Charter will be reviewed/updated following Working Group meetings)**

**Project Leads:** Northwest Regional Centre of Responsibility (formerly known as the Northwest Regional HSJCC)

**Project Status:** Project Initiation (Defining scope of working group)

## 1. Background

The Northwest Regional Centre of Responsibility's (COR) purpose is to support current and future Situation Tables and assist in supporting an integrated, coordinated and seamless service delivery system that meets the needs of at-risk people and optimizes the mobilization and delivery of community services in the Northwest Region. The COR is comprised of senior leadership from approximately 50 agencies across the health, justice, education and social service sector, inclusive of people with lived experience throughout the Northwest region. The COR was formerly known as the Northwest Regional Human Services and Justice Coordinating Committee. Human Services and Justice Coordinating Committees (HSJCCs) were established in response to the above Provincial Strategy to better coordinate services for people with complex needs in conflict with the law.

People with Fetal Alcohol Spectrum Disorder (FASD), Acquired Brain Injury (ABI) and/or Traumatic Brain Injury (TBI) and other neurological impairments are overrepresented in the criminal justice system. There are several system gaps within the justice system and upon exiting the justice system that affect people with FASD. In 2018, the COR (formerly known as the Northwest Regional HSJCC) assembled a working group in to address these system gaps. The working group began meeting in the Spring 2019 and is comprised of senior leadership, management and front-line staff from a broad range of sectors throughout the Northwest region. Representation includes law enforcement officials such as police, court diversion workers, brain injury and developmental services, correctional workers, lawyers, and mental health workers.

## 2. Project Goal

The goal of this working group is to identify and address system gaps for justice-involved people with FASD in the Northwest Region. The working group will work on a regional strategy to address identified gaps over the next year.

## 3. Project Outcomes

1. Education/resources and/or training for service providers in the justice sectors (e.g. judges, lawyers, police, court workers) about what works best/what is most helpful (e.g. pre-sentence reports, cognitive communication assessments, etc.)
2. Review of best-practices, success stories and programs that exist in Northwest region (e.g. what works/what doesn't)

3. Identification of Best Practices for “After Care” (e.g. sustainable strategy for when court diversion programs are complete, probation ends, etc.)

#### 4. Project Outputs/Deliverables

- Executive Summary of Systemic Cognitive Communication Risks and the Law Research
- Educational/Training Materials

#### 5. Intended Audience

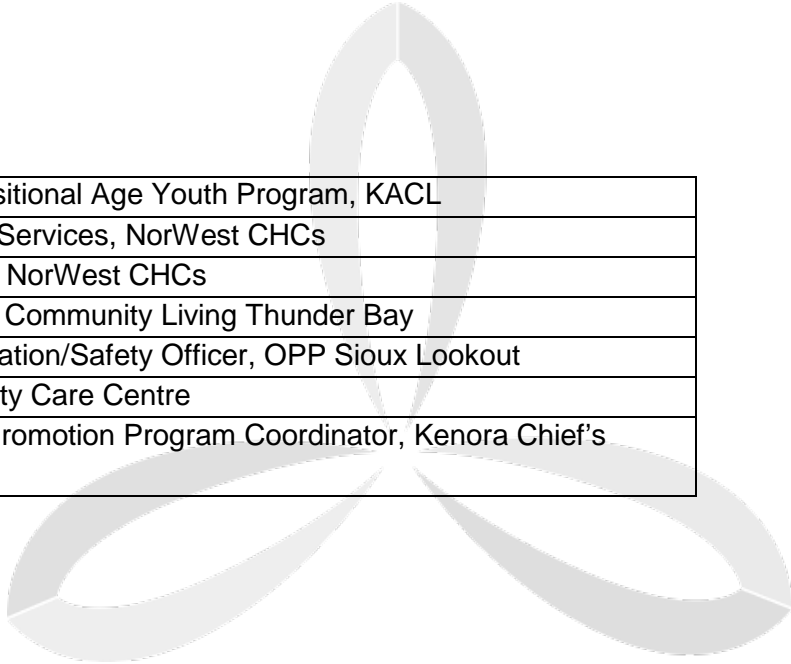
- Lawyers, Judges, Crown Attorneys
- Court Workers
- Law Enforcement Officials (e.g. Police Officers)
- Clients and Families

#### 6. Project Timeline and Deliverables

Timeline	Action Items/Deliverable(s)
April 2018	1. Working Group Assembly
May 2019 – June 2020	2. Working Group Meetings: Monthly meeting bimonthly for 1 – 1.5 hours
June 2019	3. Joint meeting with FASD Advisory Committee
September 2019	4. Presentation to Leadership Thunder Bay RE: Collaboration with Working Group members
November 2019	5. Key Takeaways from Provincial HSJCC Conference (Systemic Cognitive Communication Risks and the Law) Shared & Next Steps Determined 6. Discussion about Collaboration with Leadership Thunder Bay for their Community Action Project
November – December 2019	7. Review of survey prepared by Leadership Thunder Bay
January 2020	8. Presentation from Dr. Joseph Wszalek – Cognitive Communication Risks and the Law 9. Dissemination of Survey to North West Community Mobilization Network/COR Members and Scan of existing or previous education/awareness events in Northwest region
March – June 2020	10. Analysis of Survey Results 11. Awareness/Education Strategy Development and Preparation of Resources to Address identified gaps in knowledge and professional practices

<b>7. Project Roles &amp; Responsibilities</b>	
<b>Project Member</b>	<b>Role</b>
Working Group Co-Leads	<ul style="list-style-type: none"> <li>• Chair/Lead Working Group Meetings</li> <li>• Assist with assembling agenda for Working Group meetings</li> <li>• Official spokesperson for Working Group</li> <li>• Report to COR on behalf of Working Group</li> </ul>
Coordinator of North West Community Mobilization Network	<ul style="list-style-type: none"> <li>• Prepare Project Charter</li> <li>• Convene project advisory committee members and facilitate meetings and discussions, as needed</li> <li>• Support Working Group, as needed</li> </ul>
Working Group Committee Members	<ul style="list-style-type: none"> <li>• Attend Working Group Meetings</li> <li>• Provide advice and support for project direction and with project activities</li> <li>• Prepare, review project materials, provide input and feedback</li> <li>• Assist with conducting outreach, as needed</li> </ul>
FASD Diagnostic Clinic Advisory Committee	<ul style="list-style-type: none"> <li>• Provide input into resource materials developed and ongoing guidance to the Working Group members with project activities, as needed</li> <li>• Share resources and information with the Working Group as it related to the Working Group's activities</li> </ul>
Leadership Thunder Bay (October – March 2019 )	<ul style="list-style-type: none"> <li>• Collaborating with the working group to advance Goal 1: Education/resources and/or training for service providers in the justice sectors (e.g. judges, lawyers, police, court workers) about what works best/what is most helpful (e.g. pre-sentence reports, etc.) and contributing to a regional strategy by identifying knowledge gaps across diverse sectors in Northwestern Ontario</li> </ul>

<b>8. Working Group Membership</b>		
<i>Members will be invited and added to the working group, as needed</i>		
	<b>Name</b>	<b>Position &amp; Agency</b>
1	Alice Bellavance (Working Group Lead)	Chief Executive Officer, Brain Injury Services of Northern Ontario
2	Derek West (Working Group Co-Lead)	Inspector of Community Services, Thunder Bay Police Service
3	Mariah Maddock	Coordinator, North West Community Mobilization Network
4	Sara Dias	Executive Director, Canadian Mental Health Association - Kenora
5	Derrick Laffin	Forensic Case Manager, Canadian Mental Health Association - Kenora
6	Taylor Sundin	Court Support Worker, Canadian Mental Health Association - Kenora
7	Kylie Holmstrom	Court Support Worker, Canadian Mental Health Association - Kenora
8	Darcia Curtis	FIREFLY
9	Amanda Brennan	Clinical Supervisor of FASD Services, FIREFLY
10	Andrea Michaud	Court Support Worker, CMHA Thunder Bay
11	Jennifer Esterreicher	Youth Probation Officer, MCCSS (Sioux Lookout Office)
12	Terri-Lynn Dimini	Youth Probation Officer, MCCSS (Thunder Bay Office)



13	Rooke Pitura	Supervisor of Transitional Age Youth Program, KACL
14	Ron Turner	Director of Clinical Services, NorWest CHCs
15	Maureen Parkes	FASD Coordinator, NorWest CHCs
16	Lisa Foster	Executive Director, Community Living Thunder Bay
17	Andrea Degagne	Community Mobilization/Safety Officer, OPP Sioux Lookout
18	Madison Schell	Lutheran Community Care Centre
19	Jennifer Coulis	Children's Health Promotion Program Coordinator, Kenora Chief's Advisory