

**Downtown Toronto Human Services and Justice Coordinating Committee (DT-HSJCC)  
Meeting Agendas and Work Plan – 2009/2010**

<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Draft agenda</b>	<b>Work to be done in advance</b>
Thursday, March 5, 2009	8:30 – 10:30 am	Old City Hall, Room 14	<ul style="list-style-type: none"> <li>• Confirm meeting dates for May/June 2009</li> <li>• Edit/approve work plan for 2009/2010</li> <li>• Update from DT-HSJCC Housing sub-committee</li> <li>• Update on HSJCC conference</li> <li>• Confirm use of HSJCC budget surplus</li> <li>• Provincial Review results</li> </ul>	<ul style="list-style-type: none"> <li>• Send minutes, Work Plan and updated Terms of Reference for housing sub-committee to membership (LM)</li> <li>• Identify existing organizations on membership list that do not have representation (LM)</li> <li>• Ensure all members have received registration e-mail (LM)</li> </ul>
Thursday, May 7, 2009	8:30 – 10:30 am	Old City Hall, Room 14	<ul style="list-style-type: none"> <li>• Discuss Lunch and Learns</li> <li>• Review membership and establish if gaps need to be filled</li> <li>• Review HSJCC Conference – give feedback and suggestions</li> <li>• Discuss instrumental supports – where are we and have things improved?</li> <li>• Agency Updates</li> <li>• Service Coordination Issues</li> </ul>	<ul style="list-style-type: none"> <li>• Review “Instrumental Supports” and access to psychiatric assessments topic by identifying preliminary issues and asking members to come prepared to discuss each (LM/SL/SD)</li> <li>• Identify gaps in membership (SD/SL)</li> </ul>
Thursday, June 11, 2009	8:30 – 10:30 am	Old City Hall, Room 14	<ul style="list-style-type: none"> <li>• Welcome new members</li> <li>• Review progress on high support housing</li> <li>• Identify new goals for Work Plan if necessary</li> <li>• Continue discussion on plan for Lunch and Learns – draft schedule</li> <li>• Agency Updates</li> <li>• Service Coordination Issues</li> </ul>	<ul style="list-style-type: none"> <li>• Send out welcome package to new members (LM)</li> <li>• Get update from the 24 Hour Support Housing Group (SD/SL/LM)</li> <li>• Send out copy of Work Plan to facilitate discussion (LM)</li> </ul>

Thursday, September 3, 2009	8:30 – 10:30 am	Old City Hall, Room 14	<ul style="list-style-type: none"> <li>• Review access to psychiatric assessments – have things improved?</li> <li>• Reports from sub-committees if required</li> <li>• Discuss interest in planning Educational Day</li> <li>• Agency Updates</li> <li>• Service Coordination Issues</li> </ul>	<ul style="list-style-type: none"> <li>• Get update from THSJCC and Provincial HSJCC (LM)</li> </ul>
Thursday, November 5, 2009	8:30 – 10:30 am	Old City Hall, Room 14	<ul style="list-style-type: none"> <li>• Review service/flow gaps and solutions – are things better and where can we improve?</li> <li>• Agency Updates</li> <li>• Service Coordination Issues</li> </ul>	<ul style="list-style-type: none"> <li>• Identify service/flow gaps from last year and distribute to members (LM/SL/SD)</li> </ul>
Thursday, January 7, 2010	8:30 – 10:30 am	Old City Hall, Room 14	<ul style="list-style-type: none"> <li>• Develop work plan and budget for 2010/2011</li> <li>• Discuss HSJCC budget surplus if any</li> <li>• If necessary finalize plan for Education Day</li> <li>• Agency Updates</li> <li>• Service Coordination Issues</li> </ul>	<ul style="list-style-type: none"> <li>• Send current work plan to members (LM)</li> </ul>
Thursday March 4, 2010	8:30 – 10:00 am	Old City Hall, Room 14	<ul style="list-style-type: none"> <li>• Finalize work plan</li> <li>• Update from THSJCC</li> <li>• Agency Updates</li> <li>• Service Coordination Issues</li> </ul>	<ul style="list-style-type: none"> <li>• Send copy of draft work plan to members (LM)</li> </ul>