

Durham Regional Human Services & Justice Coordinating Committee

Terms of Reference

Approved: January 31, 2019



Durham Regional HSJCC

Background & Operational Context

The Human Services and Justice Coordinating Committee (HSJCC) Network was established in response to a recognized need in Ontario to coordinate resources and services, and plan more effectively for people who are in conflict with the law. HSJCC's advocacy and support for people who experience conflict with the law will be congruent with the mandate of Ontario's *Patients First Act* (2016), which ensures "equitable access to services that meet their unique needs". Priority consideration will be made for, but not limited to people with serious mental illness, developmental disability, acquired brain injury, drug and alcohol addiction, and/or fetal alcohol spectrum disorder.

The Provincial HSJCC's goal is to provide a provincial leadership mechanism to support implementation of the Ontario government's policy framework *A Provincial Strategy to Coordinate Human Services and Criminal Justice System in Ontario* (1997).

Regional HSJCCs were established to coordinate communication and service integration planning between health, criminal justice and developmental service organizations within specific regions. Local HSJCCs are formed as required in each Region.

The Durham Regional HSJCC operates in accordance with current Ministry policy as articulated in *Making It Happen* (1997), the Human Services and Justice Coordination Project (1997), the Forensic Mental Health Services Expert Advisory Panel's Final Report (*Assessment, Treatment and Community Reintegration of the Mentally Disordered Offender*) (2002), and the *Mental Health Accountability Framework* (2003).

Role

The Durham Regional Human Services and Justice Coordinating Committee (Durham HSJCC) objectives and overall mandate aligns with those of the Provincial Human Services and Justice Coordinating Committee's. The role of the Durham HSJCC is to coordinate communication and planning efforts between health, criminal justice and developmental service organizations within Durham Region, in relation to individuals with involvement in the justice and mental health systems.

Goal

The goal of the Committee is to find local solutions to local problems/issues through more effective service coordination.

Objectives

- Facilitate communication through effective linkages among health, criminal justice and social service sectors.
- Identify issues with respect to service delivery and capacity.
- Address issues such as access to and duplication of services.
- Complete a needs assessment to determine predominant issues.
- Foster understanding of target population through community education.
- Provide informed input and advice concerning system design, planning and resource allocation to partner ministries.
- To create an evaluation framework based on the 8 performance domains (Acceptability, Accessibility, Appropriateness, Competence, Continuity, Effectiveness, Efficiency and Safety) articulated in the *Mental Health Accountability Framework*.
- Submit reports and provide information to Provincial HSJCC as in accordance with funds received by the Durham Mental Health Services on behalf of Durham HSJCC, managed in a transparent manner with regular budget status updates.
- To provide Regional representation at the Provincial HSJCC meetings.
- To include guest speakers and roundtable discussions at meetings.
- To assign, organize and assess (as required) working sub-committees within Durham HSJCC with intent to move forward on key issues regarding enhancement of services.
- To encourage collaboration of stakeholders to bring about change for quality care and services provided.

Membership

The Committee consists of the following key Justice and Health agencies:

- Durham Mental Health Services (DMHS)
- Durham Family Court Clinic
- Canadian Mental Health Association (CMHA) Durham
- John Howard Society Durham
- Victim Witness Assistant Program - Ministry of Attorney General
- Central East Local Health Integration Network (LHIN)
- Ministry of Community Safety and Correctional Services
- Ministry of Attorney General
- Ministry of Attorney General Crown Attorney
- Ontario Court of Justice
- Ministry of Children, Community and Social Services
- Ontario Shores Centre for Mental Health Sciences
- Central East Correctional Centre
- Toronto Bail Program (Oshawa)

- Salvation Army Durham Regional Correctional and Justice Services
- Haliburton, Kawartha, Pine Ridge & Durham Community Networks of Specialized Care Central East
- Lakeridge Health, Pinewood Centre
- Durham Regional Police Services

Other agency representation is welcome if an interest is expressed.

Each agency will provide a representative who is in decision-making capacity for the organization. In the event a representative is unable to attend, they may send a delegate.

If a member/delegate of designated agency fails to attend 3 consecutive meetings, they will be contacted by the Chair/Co-Chair.

Broader representation may be invited to participate in task groups or specific projects.

Quorum

At each meeting the presence of 50 percent plus one of the committee members shall constitute a quorum for the transaction of business.

Chair

The Chairperson will be elected by the members for a two-year term. A Co-Chair shall also be elected for a two-year term, alternate to the election of chair. The Chair or a designate shall represent the Committee at Provincial meetings.

Recording Secretary

The position of Recording Secretary is carried out by the Project Support role and may also be selected from within the membership as required.

Meetings

A minimum of five in-person meetings of the membership will be scheduled annually by the Chair of the Durham HSJCC. The schedule of annual meetings will be provided to members by e-mail with adequate notice.

Additional meetings can be called by the Chair and/or Co-Chair as necessary. Members will be notified in writing by e-mail of the time and location of where the meeting is to be held.

Working sub-committees within the Durham HSJCC will schedule their meetings, as required, aside from the regular committee meetings.