



# Provincial Human Services and Justice Coordinating Committee Meeting Minutes

Date: May 16<sup>th</sup>, 2017

## Co-Chairs, Policy Support, and HSJCC Secretariat

HSJCC Position	HSJCC Member	✓	R
Provincial Co-chairs	Katie Almond*	✓	
	Heather Lumley*	✓	
Policy Support (CMHA Ontario)	Seble Makonnen*	✓	
HSJCC Secretariat	Joseph Szamuhel, Project Manager*	✓	
	Kashfia Alam, Implementation and Training Officer*	✓	
	Lawrence Blake, Network Coordinator*	✓	
Web Support & CKT Committee Chair	Trevor Tymchuk*	✓	
Knowledge Broker	Matthew Hollingshead	✓	

## Regional HSJCC Representatives (Voting Members) \*PHSJCC Steering Committee Member

HSJCC	Chair, Co-chairs and Delegate	✓	R
Hamilton/Niagara/Brant/Haldimand/ Norfolk (LHIN 4)	Terry McGurk	✓	
	Jill Pollock	✓	
Champlain Regional	Gord Boyd*	✓	
Durham Regional	Christina Morino (on behalf of Rob Adams)	✓	
Haliburton/Kawartha Lakes/Pine Ridge Regional	Dave Jarvis	✓	
Halton Regional	Jason Barr	✓	
North East Regional	Camille Bigras	✓	
	Shirley Gilpin	✓	
North West Regional	Mariah Maddock (on behalf of Sharon Pitawanakwat)	✓	
	Sara Dias*		R
Peel Regional	Shelly Schneider (Interim Chair)	✓	
Simcoe-Muskoka Regional HSJCC	Judy Alton	✓	
	Jean-Marc Pelot	✓	
South East Regional HSJCC	Todd Marriner	✓	
	Lisa Holmes	✓	
South West Regional HSJCC	Heather Lumley*	✓	
Toronto Regional HSJCC	Steve Lurie*	✓	
Waterloo-Wellington Regional HSJCC	Joan Nandall	✓	
York-South Simcoe Regional HSJCC	Andrea Sinclair		R

## Ministry Representatives (Ex-Officio) \*PHSJCC Steering Committee Member

Ministry	Representative	✓	R
Correctional Service Canada	Jennifer Gravelle*	✓	
Ministry of Children and Youth Services (MCYS)	Michelle Murphy (for Farlon Rogers)	✓	
	Abirami Balakrishnan		R

Ministry of Community and Social Services (MCSS)	Suzanne Rowe Knight	✓	
Ministry of Community Safety and Correctional Services (MCSCS)	Sue Khowessah	✓	
	Rosa Teddeo	✓	
	Lindsey Ushtchenko		R
	Oscar Mosquera		R
Ministry of Health and Long Term Care (MOHLTC)	Chris Higgins*	✓	
	Ruth Stoddart	✓	
Ministry of the Attorney General (MAG)			
	Dena Bonnet		R

**Other Members (Ex-Officio) \*PHSJCC Steering Committee Member**

Other Members	Representative	✓	R
CMHA Ontario Division	Uppala Chandrasekera*	✓	
Local Health Integration Network (LHIN) Representation	Shana Calixte	✓	
Community Networks of Specialized Care	Lisa Holmes	✓	
ConnexOntario	Brad Davey	✓	
CAMH	Marla Banning	✓	
Legal Aid Ontario	AJ Grant-Nicholson	✓	
Ontario Association of Chiefs of Police	Bill Chantler	✓	
Ontario Provincial Police	Judy Alton		R
Municipal Police			
Forensic Directors Group	Joan Garrow	✓	

**Summary of Action items from 16 May 2017**

1	<b>ACTION:</b> The P-HSJCC Terms of Reference (TOR) will be amended to reflect the following (see minutes) changes agreed upon by the group. The amended TOR will be presented to the group at the September 2017 meeting for approval.
2	<b>ACTION:</b> Katie and Heather will maintain a dialogue with Suzanne Boothby from MCSCS to determine how the HSJCC Network can be involved with the future expansion of the Red Envelope Initiative. The Secretariat will look at planning a webinar on the Red Envelope Program in the fall of 2017
3	<b>ACTION:</b> The Secretariat's work on the Indigenous Populations & Justice Project will include consultation with Fallon Melander on a future webinar and sharing with the HSJCC Network a list of localized Indigenous justice services curated by Legal Aid Ontario
4	<b>ACTION:</b> The Secretariat will explore the possibility of conducting a survey, under the direction of the Co-Chairs, of Regional HSJCC Co-Chairs to explore awareness of and engagement with Indigenous Peoples' experiences with the justice system in their Regional and Local HSJCCs
5	<b>ACTION:</b> Sharon will be asked to present on the North West Regional HSJCC's adoption of Situation Table models of engagement and provide lessons-learned at the September 2017 meeting

<b>Minutes from P-HSJCC Meeting of May 16<sup>th</sup>, 2017</b>	
<b>Item for Discussion</b>	<b>Discussion</b>
1) <b>Welcome and Introductions</b>	Katie Almond welcomed the attendees to the Provincial HSJCC meeting of 16 May 2017
2) <b>Review of agenda for May 16<sup>th</sup>, 2017</b>	The Provincial HSJCC membership reviewed the agenda for the meeting of May 16 <sup>th</sup> , 2017. <b>MOTION:</b> Gord motion to approve. Joan Nandlal seconded.
3) <b>Review/Approval of the minutes of March 21<sup>st</sup>, 2017</b>	The Provincial HSJCC membership reviewed the minutes for the meeting of March 21 <sup>st</sup> , 2017. <b>MOTION:</b> Gord motion to approve.
4) <b>Matters arising out of the minutes of 21 March, 2017</b>	The committee reviewed the outstanding action times outlined in the meeting minutes of March 21 <sup>st</sup> , 2017
<b>Provincial HSJCC Business</b>	
5) <b>Mental Health Court Forum Update</b>	Seble updated the group on the outcomes of the Mental Health Court Forum. She pointed out the products developed by the graphic artist who captured the discussion throughout the forum, which were positioned around the boardroom.
6) <b>Conference Update</b>	Gord updated the group on the conference planning. It is moving ahead and we are in line to have the panels finalized. The abstract selection process is going well, and we can expect to have roughly 400 participants.  Uppala informed the group that we are still waiting on confirmation from some ADMs.  Trevor asked if there would be funding for persons with lived experience. Gord said that would be discussed at the next planning meeting.
7) <b>CKE Committee Update</b>	Trevor noted that the newsletter would be coming out in the coming weeks. He updated the group that pens and brochures have been received by the Secretariat, as ordered.
8) <b>P-HSJCC Terms of Reference</b>	Katie presented on the updated terms of reference, and the changes completed.

**Minutes from P-HSJCC Meeting of May 16<sup>th</sup>, 2017**

Item for Discussion	Discussion
	<p>A discussion regarding the changes ensued, with the group agreeing to following changes.</p> <p><b>ACTION:</b> The P-HSJCC Terms of Reference (TOR) will be amended to reflect the following changes agreed upon by the group. The amended TOR will be presented to the group at the September 2017 meeting for approval.</p> <ul style="list-style-type: none"> <li>• Katie and Heather will update the language of the background section of the TOR to note that the HSJCC coordinates resources and services of partner organizations, regardless of funding sources.</li> <li>• Katie and Heather will update the following sentence to better reflect the entire spectrum of mental health related issues that the HSJCC focuses on: Priority consideration will be made for people with a serious mental illness, developmental disability, acquired brain injury, drug and alcohol addiction, and/or fetal alcohol spectrum disorder.</li> <li>• Section 2.4 will be updated to note that a Regional 'member in good standing' is defined as one whom: <ul style="list-style-type: none"> <li>○ Is respectful in their communications</li> <li>○ Holds at a minimum quarterly Regional HSJCC meetings, with minutes generated and made available</li> <li>○ Consists of at least six (6) members, with representatives of six (6) different organizations. Those members can be considered 'multi-sectoral', or as coming from both the human services and justice sectors</li> <li>○ Submits an annual workplan in accordance with MOHLTC requirements</li> <li>○ Attends 4/5 P-HSJCC meetings in person or via teleconference</li> </ul> </li> <li>• The role of Observer in Section 2.4 will be defined as any member from the HSJCC Network</li> <li>• Section 3.3, point xi will be combined with point ii</li> <li>• Katie and Heather will update Section 5.1 with language that defines the term limits of HSJCC Officers</li> <li>• Section 11.2 will include a stipulation in point 2 that P-HSJCC membership will have a maximum of one week to review and provide feedback</li> </ul>
<p><b>9) The Howard Sapers' Report &amp;</b></p>	<p>Heather updated the group on the Sapers report, and noted the release.</p>

**Minutes from P-HSJCC Meeting of May 16<sup>th</sup>, 2017**

Item for Discussion	Discussion
<p><b>Government Response</b></p>	
<p><b>10) Overview of HSJCC Network Workplans 2017-2018</b></p>	<p>Was not presented on due to time constraints.</p>
<p><b>11) Presentation with the MCSCS: Red Bag Program</b></p>	<p>Suzanne Boothby presented on work being done on the Red Envelope Program.</p> <p>Gord noted that some inconsistencies in messaging have arisen in regards to how it is being rolled out in Champlain Region.</p> <p>The group discussed some of the items that should be included in the envelope, notably cell phones, medications, and possibly Naloxone. There was consensus that an update should be placed in the Newsletter. Heather and Katie will follow up with Suzanne on potential HSJCC involvement.</p> <p><b><u>ACTION:</u></b> Katie and Heather will maintain a dialogue with Suzanne Boothby from MCSCS to determine how the HSJCC Network can be involved with the future expansion of the Red Envelope Initiative. The Secretariat will look at planning a webinar on the Red Envelope Program in the fall of 2017</p>
<p><b>12) Presentation on Community Justice Centers</b></p>	<p>Joan Barrett presented on Community Justice Centers, and provided some background as to why they are being pursued.</p>
<p><b>13) Issue Management Session: Briefing Note</b></p>	<p>Lawrence presented the Briefing Note provided to the membership.</p>
<p><b>14) Issue Management Session: Panel</b></p>	<p>Fallon Melander and Donna McLeod presented to the group on their respective experiences and expertise. Fallon agreed to remain in touch with the Secretariat, and provide them with some resources.</p>

**Minutes from P-HSJCC Meeting of May 16<sup>th</sup>, 2017**

Item for Discussion	Discussion		
<p><b>15) Issue Management Session: Facilitated Group Discussion</b></p>	<p>Heather wondered if this should be brought back to the group in September for further discussion.</p> <p>Fallon noted that she has done engagement sessions in the past, and agreed to share a localized services list with Joseph.</p> <p>The group agreed that a survey should be engaged in order to measure how many Indigenous organizations participate within the network.</p> <p><b>ACTION:</b> The Secretariat’s work on the Indigenous Populations &amp; Justice Project will include consultation with Fallon Melander on a future webinar and sharing with the HSJCC Network a list of localized Indigenous justice services curated by Legal Aid Ontario</p> <p><b>ACTION:</b> The Secretariat will explore the possibility of conducting a survey, under the direction of the Co-Chairs, of Regional HSJCC Co-Chairs to explore awareness of and engagement with Indigenous Peoples’ experiences with the justice system in their Regional and Local HSJCCs</p>		
<p><b>16) Update from the North West Regional HSJCC</b></p>	<p>Mariah presented on the updated North West Region Situation Table Model, and Centers of Responsibility.</p> <p>The group discussed these changes, and agreed that there would be interest in hearing back from the North West in the fall on how the change is going and what some lessons learned are. Some concerns arose due to changes in branding, and naming convention, but it was made clear that these remain a Regional HSJCC, that has just adopted a Situation Table model to engage with network membership and community.</p> <p><b>ACTION:</b> Sharon will be asked to present on the North West Regional HSJCC’s adoption of Situation Table models of engagement and provide lessons-learned at the September 2017 meeting</p>		
<b>HSJCC Updates</b>			
<p><b>17) Brief Updates from HSJCCs and Ministries</b></p>	<b>Regional HSJCC Representatives (Voting Members) *PHSJCC Steering Committee Member</b>		
	<p><b>HSJCC</b></p>	<p><b>Person that provided update</b></p>	<p><b>Information Shared</b></p>
	<p><b>Toronto Region</b></p>		<p>On March 20th the NY-HSJCC had a Lunch and Learn webinar on the Opioid crisis.</p> <p>See video links below.</p>

**Minutes from P-HSJCC Meeting of May 16<sup>th</sup>, 2017**

Item for Discussion	Discussion		
			Video links: 1. <a href="https://youtu.be/no7-9zTOWjg">https://youtu.be/no7-9zTOWjg</a> 2. <a href="http://moresettlement.org/downloads/2017-03-20-NY-HSJCC--LunchAndLearnWebinar.mp4">http://moresettlement.org/downloads/2017-03-20-NY-HSJCC--LunchAndLearnWebinar.mp4</a>
	<b>Ministry Representatives (Ex-Officio) *PHSJCC Steering Committee Member</b>		
	<b>Ministry</b>	<b>Person that gave update</b>	<b>Information Shared</b>
	<b>Other Members (Ex-Officio) *PHSJCC Steering Committee Member</b>		
	<b>Other Members</b>	<b>Person that gave update</b>	<b>Information Shared</b>
<b>18) Meeting adjournment</b>	<p>The next Provincial HSJCC meeting will be held on September 19<sup>th</sup> 2017 at 180 Dundas Street West, 19<sup>th</sup> floor Conference Room, Toronto.</p> <p>The Provincial HSJCC meeting of May 16<sup>th</sup>, 2017 adjourned at approximately 1500H.</p>		

DRAFT