



TERMS OF REFERENCE

KENORA RAINY RIVER DISTRICT HUMAN SERVICE & JUSTICE COORDINATING COMMITTEE

BACKGROUND

The Ministries of Health and Long Term Care, Community Safety and Correctional Services, Community and Social Services, Attorney General, Children and Youth Services, Housing, among others have initiated a Provincial Strategy to Coordinate Human Services and Criminal Justice Systems in Ontario that was approved in June of 1997. The Strategy was established in response to recognize the pressures that have been escalating in sectors such as the police, courts, corrections, and hospital emergency rooms due to a lack of access to community base mental health services and other community social services. The expected outcomes of the Strategy was to include enhanced public safety, improved resource utilization and greater access to quality services for people

PURPOSE

- To identify both service and service coordination gaps at the local level;
- To establish a delivery model of care through ongoing partnership agreements and protocols;
- To coordinate resources and services and plan more effectively for people who are in conflict with the law
- To provide a planning table to bring together service providers to find solutions to the problem of the criminalization of people with serious mental illness, developmental disability, acquired brain injury, drug and alcohol addiction, fetal alcohol spectrum disorder and/or dual diagnosis
- To develop a model of shared responsibility and accountability in dealing with individuals with serious mental illness, developmental disability, acquired brain injury, drug and alcohol addiction, fetal alcohol spectrum disorder and/or dual diagnosis at points of intersection with the justice system
- To develop creative local solutions to problems or issues through more effective service coordination
- Share best practices
- Provide informed input and advice to relevant bodies concerning research, system design, planning, program implementation, and resource allocation

OBJECTIVES

- To review existing protocols with HSJCC member agencies and establish new protocols where identified
- To identify and advocate for changes to improve the experience of individuals who come into contact with the criminal justice system
- To identify systemic problems and submit to the Regional Committee
- To promote education and training for committee members and community partners
- To monitor progress and promote opportunities for collaboration within the Mental Health Court & Drug Court
- To share information from the provincial and regional committees to local committee members and community partners
- To promote collaboration between the police and mental health and human resources
- To identify challenges within areas of serious mental illness, developmental disability, acquired brain injury, drug and alcohol addiction, fetal alcohol spectrum disorder dual diagnosis, locally and within the District

REPORTING RELATIONSHIP

- Committee members report to the organizations they represent and are accountable to their existing funders
- Committee members bring relevant information regarding their organizations to the committee
- District HSJCC reports to the Northwest Regional HSJCC which in turn provides regional updates to the Provincial Committee
- Where required, sub-committees or working groups will be formed to achieve objectives. These subcommittees or working groups will be giving specific mandates and will be expected to make recommendations to the District HSJCC

OPERATING PROCEDURES

1. Chairperson

The committee will elect a Chair person on a bi-annual basis with possibility of renewal. The Chair or delegate will represent the local committee on the Northwest Regional HSJCC

2. Co-Chair

The Co-Chair will be a representative to the Canadian Mental Health Association, Kenora Branch as they sponsor the District HSJCC and will represent the local committee on the Northwest Regional HSJCC

3. 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 to the local committee, through the LHIN to CMHA Kenora Branch will support the work of the committee including minute taking, email notifications, and travel for out of town committee members, other meeting costs, resources and training.

ACCOUNTABILITY & RESPONSIBILITY

Each participating member is responsible for:

- Regular and active participation at meetings, and identifying designated alternates when unable to attend
- Communicating issues affecting the other stakeholders in a timely & proactive manner
- Working collaboratively towards common goals
- Sharing relevant information/policies/resources where able
- Assigning staff or resources to HSJCC activities as required

Each participating member is also accountable for bringing information back to their respective Ministries/Organizations/ planning groups for information, and further input or consultation.

The Committee will develop a bi-annual work plan to identify solutions and opportunities to local and district issues involving criminalization of people with serious mental illness, developmental disability, acquired brain injury, drug and alcohol addiction, and/or fetal alcohol spectrum disorder

MEMBERSHIP

1. District HSJCC

- The Committee may include individuals representing the judiciary, legal system, police, corrections, community mental health organizations, community social service agencies, community developmental services, consumers and families
- The Committee will ensure that all District Communities are represented (Red Lake, Dryden, Sioux Lookout, Kenora & Fort Frances)

2. Sub-Committees

- Sub-committees will be established as required

CONFLICT OF INTEREST & RESOLUTION

- Members will be asked to identify themselves as being in a conflict of interest on any relevant topic, either actual or perceived, and will absent themselves from the decision-making on that topic.
- It is expected that members will ensure that when conflicts arise that this will not impede the work of the committee. Members will be respectful and open regarding any disagreement on issues relating to the committee's purpose or process, and will follow through on mutually agreed outcomes. It is expected that inter-personal conflict will be resolved quickly and positively through a brief, conversational interchange outside of the committee

APPROVAL: Terms are to be reviewed and re-approved annually.

Approval: January 29 th , 2015	Revisions/Re-Approval