

HSJCC Network Reporting Template

Background

As per the Ministry of Health's reporting requirements, the Provincial, Regional and Local HSJCCs are required to report on their committee's activities twice a year through work planning and reporting.

Work planning assists HSJCCs in mapping out their planned activities for the year ahead. This keeps members well informed of what is happening at a Local, Regional and Provincial levels within the HSJCC Network. Annual reports demonstrate the key outcomes from the previous fiscal year and ensures transparency and accountability across the network. It is also a great way of highlighting the impact of our work and showcases the accomplishments of the HSJCC Network.

HSJCC Information

Name of Regional or Local HSJCC	North East Regional HSJCC
Chair/Co-Chair Names & Contact Information	<p>Caitlin Germond (Co-Chair) Canadian Mental Health Association – Sudbury/Manitoulin 705-675-7252 ext. 239</p> <p>Kim McBride (Co-Chair) Canadian Mental Health Association – Algoma 705-524-6094</p>
HSJCC Objectives	<p>Goal/Purpose: To provide a regional leadership mechanism to support the implementation of the Ontario government's policy framework (1997) for people who come into contact with the justice system and who have needs which can be met by one or more of the provincial human services systems.</p> <ol style="list-style-type: none"> 1) To support the efforts of the local committees 2) To identify solutions to systemic issues 3) To promote consistency of approach throughout the region 4) To share information
Name of Transfer Payment Agency & Contact Information	<p>CMHA Sudbury Manitoulin</p> <p>Caitlin Germond – Coordinator, Justice Services 705-675-7252 ext. 239 cgermond@cmha-sm.on.ca</p>
Total # of Funds Received from Regional Health Office	\$17,000.00

List of Key Activities & Initiatives

I. Collaboration & collaborative care

II. Regional Coordination and Communication

III. Regional Support of New initiatives

IV. Participate in Knowledge Exchange, Training and Professional Development

General Information for Activity I. Collaboration & collaborative care	
Description	Increase membership of the North East Regional HSJCC to enhance community engagement with the committee
Objectives and Key Deliverables	<p>Objectives:</p> <ul style="list-style-type: none"> • Re-engage with local tables and recruit new members to strengthen the quality of collaboration and communication between participants. • Provide informed input and advice concerning research, system design, planning, program implementation, and resource allocation. • Improved service coordination and collaboration between members of the NE Regional HSJCC • Enhance and strengthen the engagement of People with Lived Experience across local tables and regionally. <p>Key Deliverables:</p> <ul style="list-style-type: none"> • Fill 3-4 positions, focusing on underrepresented membership groups. • Complete a recruitment and committee orientation plan to be reviewed, approved and implemented by committee. • Quarterly meetings with NE Regional HSJCC members • Update TORs • Implement an online shared portal system for members. • Representation from all six local district tables attend at least 75% of meetings. • Establish a land acknowledgement process to be used at the start of each meeting. • Review, identify and implement 2 best practices identified in the P-HSJCC's <i>Guidelines for Enhancing the Engagement of People with Lived Experience Across the HSJCC Network</i>
Budget Allocated (As of April 1, 2023)	\$5,000.00
Status Update as of March 31, 2024 (Completed, Delayed, On Hold)	

Key Outcomes	
Budget Used by March 31, 2024	

General Information for Activity II. Regional Coordination and Communication	
Description	To promote regional coordination and communication to and from Districts and Provincial forums
Objectives and Key Deliverables	<p>Objectives:</p> <ul style="list-style-type: none"> Facilitate communication through effective linkages among Ministries of Health, Criminal Justice, Adult/Youth mental health services and Social Service Sectors, and between the local committees. Identify issues with respect to service delivery and capacity. Address issues such as access to and duplication of services. <p>Deliverables:</p> <ul style="list-style-type: none"> Implement reporting process for members to ensure priority items identified between quarterly regional meetings are shared with members and brought up to P-HSJCC level as necessary. Regular co-chair attendance meetings at P-HSJCC (minimum 1 attend) and distribution of meeting highlights to regional members. Identify lead members and reintegrate the Northeastern Court Workers meetings on a quarterly basis. Create and maintain a list of court services provided in each local jurisdiction, place on Regional SharePoint site.
Budget Allocated (As of April 1, 2023)	\$2,000.00
Status Update as of March 31, 2024 (Completed, Delayed, On Hold)	
Key Outcomes	
Budget Used by March 31, 2024	

General Information for Activity III. Regional Support of New initiatives	
Description	To identify, promote and support new initiatives in the region
Objectives and Key Deliverables	<p>Objectives</p> <ul style="list-style-type: none"> • Consult with local committees to determine challenges and local issues, and to share promising best/emerging practices. <p>Deliverables:</p> <ul style="list-style-type: none"> • Maintain standing item on agenda as a placeholder for presentation on new initiatives at district. • Develop a briefing note template to advise of initiative and to clearly identify what support is being requested of the committee (financial, promotion, participation). • Develop a budget report and allocation of funds to go towards local/regional initiatives that have an impact on direct service.
Budget Allocated (As of April 1, 2023)	\$5,000.00
Status Update as of March 31, 2024 (Completed, Delayed, On Hold)	
Key Outcomes	
Budget Used by March 31, 2024	

General Information for Activity IV. Participate in Knowledge Exchange, Training and Professional Development	
Description	To participate in knowledge exchange activities and to identify, develop and promote opportunities for professional development at the local/regional level
Objectives and Key Deliverables	<p>Objectives:</p> <ul style="list-style-type: none"> • Coordinate regional training opportunities for all sectors involved in serving the target population. • Increased identification, promotion, and support of professional development opportunities for district HSJCC members • Improved process for members to request use of budget to support professional development opportunities. • Improved service and service collaboration in the region

	<p>Deliverables:</p> <ul style="list-style-type: none"> • Standing item at quarterly meetings: review of upcoming conferences/trainings • Completion of a process map to support decision-making and budgetary allotment. • Standing item at quarterly meetings: round table updates • Implementation of a standard information sharing process between District HSJCC and NE Regional HSJCC
Budget Allocated (As of April 1, 2023)	\$5,000.00
Status Update as of March 31, 2024 (Completed, Delayed, On Hold)	
Key Outcomes	
Budget Used by March 31, 2024	