

Terms of Reference
Local Human Services Justice
Coordination Committee
Northumberland County

March 2013

Background

In 1997, the provincial inter-ministerial Human Services and Justice Coordination Project prepared a report that recommended strategies to assist ministries and the communities they serve deal with adults with mental illness, cognitive/intellectual or developmental challenges and acquired brain injuries, who are involved with the criminal justice system. One such strategy was the establishment of local coordinating committees that would address the needs of clients by implementing crime prevention strategies; system re-designs; crisis and community interventions; court assessments; and case management plans. This plan has been revisited provincially and dollars have been dedicated to promote revitalization of existing committees and the formation of new ones.

Vision

To provide a fully integrated and informed system for persons with mental illness at risk of or in conflict with the criminal justice system.

Mission

To establish effective linkages and liaison mechanisms between criminal justice, health and social service agencies. These linkages will result in the identification of local priorities for planning coordinated services, joint problem solving and integrated service delivery in order to find solutions to the problem of the criminalization of people with the defined unique needs.

Target Population

The scope of the Local HSJCC is confined to persons with mental illness, cognitive/intellectual or developmental challenges and acquired brain injuries, who are at risk of or in conflict with the criminal justice system in the County of Northumberland.

Mandate

A work plan will be developed annually by the membership to lay out the direction and tasks of the committee for the upcoming year.

The Northumberland HSJCC will seek to find local solutions to local problems through more effective coordination, including:

- prevention strategies
- identify service delivery gaps or systemic issues and promote them to the appropriate forum for resolution
- collaborate to provide options for target population through crisis plans, community intervention plans, court diversion/support plans court assessments and case management plans.
- foster communication between government services and community agencies in an effort to provide seamless service delivery
- facilitate and coordinate education and awareness throughout Northumberland County
- systemic advocacy for target population

Structure

The Local HSJCC will meet monthly with the exception of a break taken in June and July, annually. A Chairperson will be selected by the membership. The Chairperson ensures the preparation and dissemination of an agenda and meeting minutes. It is also the role of the Chairperson to facilitate and oversee meetings.

Task specific sub-committees will be established on an as needed basis dependent on the needs identified. Sub-Committee membership will not be restricted to members only. Sub-committees will report back to the Committee at the monthly meetings with an update of sub-committee members, number of meetings and progress reports.

The Terms of Reference will be reviewed on a bi-annual basis by the membership to ensure relevance and consistency between the Terms of Reference and the annual work plan.

Membership

HSJCC membership should include stakeholder representation from:

- mental health services
- hospital and forensic services
- aboriginal services
- developmental disability support services
- acquired brain injury support services
- crisis services
- provincial and federal correctional services

- criminal justice system
- victim services

In addition, linkages should be established with the defense bar, the judiciary and relevant agencies to meet the varied needs of individuals who come in conflict with the law. Social Service or other agency involvement may be in response to the identification of those individuals with distinct service needs.

Existing members can recommend new members to the Committee.

Active membership requires attendance at a minimum of 50% of the scheduled meetings within a 12-month period.

Reporting Relationship

The Local HSJCC for Northumberland County will report to the Regional HSJCC of the Haliburton, Kawartha and Pine Ridge Region.