

NORTH WEST CENTRE OF RESPONSIBILITY MEETING MINUTES

Formerly known as the North West Regional HSJCC

DATE: June 22 nd 2017	TIME: 9:30 am – 11:30 am	CHAIR: Sharon Pitawanakwat
MEETING CALLED TO ORDER: 9:30 am	AGENDA APPROVAL: Approved by consensus	MINUTES of May 4th 2017 APPROVAL: Approved by consensus
<p>ATTENDEES: Sharon Pitawanakwat (Co-Chair), Rory Bellin (Presenter - John Howard Society), Kari Lavoie (OPTIONS Northwest), Linda Kramer (St. Joseph’s Care Group), Carolyne Dowdall (March of Dimes), Deborah Dika (TB Sexual Abuse Centre), Lisa Foster (Community Living Thunder Bay), Rose Bakke (Thunder Bay CAS), Judy Castellon (Catholic Family Development Centre), Jessica Jurak (Ontario Addictions Treatment Centre), Jim Graham (OPP – Thunder Bay), Jim Gillespie (Survivor), Derek West (Thunder Bay Police Service), Jennifer Hyslop (CMHA – Thunder Bay), Alaine Auger (GAPPS), Aimee Jaun (Thunder Bay Counseling), Georgina McKinnon (St. John Ambulance), Brian McInnes (Survivor), Rose Viel (Centr’Elles), Jeff Upton (Lakehead District School Board), Nicole LaTour (Alpha Court), Alice Bellavance (BISNO), Kim Ongaro (Thunder Bay Drug Strategy), Cynthia Olsen (Thunder Bay Drug Strategy), Lee-Ann Chevrette (Crime Prevention Council), Bonnie Kryswaty (Lakehead Social Planning Council) , Mariah Maddock (Coordinator)</p>		
<p>REGRETS: Sara Dias, Nancy Chamberlain, Mandy Tait-Martens, Andrew Scavarelli, Peter Voros, Karen Machado, Darlene Niemi, Michael Maunula, John Dixon, Anna-Marie Eckensweiler, Fred Schmidt, Mary Ann Mountain, Sylvie Hauth</p>		

Topic	Action Item - Decision	Person Responsible	Timeline	Outcome
1. Presentation	John Howard Society – Bail Beds Program	Rory Bellin		Presentation Slides Attached
2. Welcome and Introductions	Sharon welcomed everyone and gave a brief introduction about the committee. Introductions took place.			
3. Conflict of Interest	No Conflicts of Interest were declared			
4. Consent Agenda 4.1 May 4th NWCOR meeting minutes 4.2 Meeting Agenda 4.3 Draft Situation Table Training Itinerary 4.4 Coordinator’s Report	<p>Motion: To approve the consent agenda Moved by: Jeff Upton Seconded by: Derek West Carried</p> <p>NOIP funding was approved and Mariah has been hired as coordinator to support the work of the Network.</p>			

5. Business Arising				
<p>5.1 Task Force Updates</p> <ul style="list-style-type: none"> i. Situation Table Task Force ii. Outreach and Engagement Task Force iii. Communications Task Force 	<p>Situation Table: Limited identifiable information will be shared in Filter 4. The Thunder Bay Situation Table Binder is well underway. Still determining a mechanism for community referrals and creating a follow-up survey. (Task Force minutes attached)</p> <p>Outreach and Engagement: A strategy was developed for ongoing outreach and engagement (Task Force minutes attached)</p> <p>Communications Task Force: The communications task force did not meet. They will meet in the coming weeks. P-HSJCC would like us to maintain our connection with the HSJCC logo so this will be an item that is discussed at the Communications Task Force meeting.</p>			<p>Situation Table and Outreach & Engagement Task Force Meeting Minutes Attached</p>
6. New Business				
<p>6.1 Membership Package Overview & Next Steps</p>	<p>Membership packages were distributed. An overview of the documents in the membership package was given. Based on consultation at May NWCOR meeting, members will take this back to signing authorities of their respective agency.</p> <p>Next Steps: Members to take the membership package to their signing authorities before the next NWCOR meeting and return signed documents to Mariah. Monetary contribution amounts can be sent to Sharon.</p> <p>An update will be provided at the September meeting in terms of where we are with funding.</p> <p>Action Item: Members to return signed agreements/forms from membership package before or at the July 27th NWCOR meeting.</p>	<p>All NWCOR Members</p>	<p>By July 27th (Next NWCOR meeting)</p>	
<p>6.2 Situation Table Scenario Training: July 11th and 12th</p>	<p>Situation Table Training facilitated by the OPP – Community Safety Services Branch. Stephen</p>			

	<p>McCammon, Legal Council from the Office of the IPC will be attending the training and give information on Situation Tables as they relate to Privacy and Information-Sharing.</p> <p>The Training will take place at the Centre Francophone (234 Van Norman Street) From 9:00 AM-3:00 PM. Lunch will be provided.</p> <p>July 11th – For Senior Leadership July 12th – For Situation Table Members</p> <p>Action Item: RSVP to July 11th Training Day and send name(s) of Situation Table members and their designated alternates. Remind July 12th Situation Table members to RSVP as well.</p>			<p><u>Update:</u> The training will now take place at the Prince Arthur Waterfront Hotel (17 Cumberland Street North)</p>
7. Standing Items				
<p>7.1 Coordinator's Report 7.2 Kenora Rainy River District HSJCC Report</p>	<p>(Included in Consent Agenda) No report at this time</p>			
8. Other – Meeting Evaluations	Meeting Evaluations were circulated.			
9. Date/Time of Next Meeting	The next meeting will take place on July 27 th from 10:00 am – 12:00 pm.			<p><u>Update:</u> This meeting will take place at the Centre Francophone – 234 Van Norman Street</p>
10. Adjournment	Meeting adjourned at 10:45 am.			