







## NORTHWEST REGIONAL CENTRE OF RESPONSIBILITY (COR) MEETING MINUTES

(Formerly known as the Northwest Regional HSJCC)

<b>DATE:</b> July 19, 2018	<b>TIME:</b> 1:30 PM – 3:30 PM EST	<b>CHAIR:</b> Sharon Pitawanakwat
<b>MEETING CALLED TO ORDER:</b> 1:30 PM EST	<b>LOCATION:</b> Adobe Connect & Teleconferencing	<b>RECORDER:</b> Christina Whatley
<p><b>ATTENDEES:</b>  <b>City of Thunder Bay:</b> Aimee Jaun (Lakehead University), Cynthia Olsen (Thunder Bay Drug Strategy), Kelly Tremblay (CATC), Sharon Pitawanakwat (CMHA Thunder Bay), Anna-Marie Eckensweiler (OPTIONS Northwest), Darlene Niemi (CCTB), Jack Cleverdon (Catholic Family Development Centre), Rob Barrett (YES Employment Services), Jeff Upton (Lakehead Public Schools), Georgina McKinnon (PACE), Cathy Clara (St. Joseph's Care Group), Renee Monsma (CAMH), Susan Tilson (VCARS), Dan McCormick (RRDSSAB), Darcy Price (TBRHSC), Julie Follis (OPP-Regional), Derek West (Thunder Bay Police Service), Ryan Gibson (Thunder Bay Police Service), Nicole Spivak (Crossroads), Jennifer Hyslop (CMHA), Deb Dika (TBSASA), Jennifer Moore (Dilico Anishinabek Family Care), Brian McInnes (PWLE), Derek Echum (Anishinabek Police), Tracy Stevenson (North West LHIN)  <b>District of Thunder Bay:</b> Paul Michtics (OPP-Marathon), Leanne Onnis (Geraldton Community Resource Centre), George Drazenovich (SGDSB), Melissa Bianco (SGDSB), Shannon Cormier (NOSP)  <b>District of Kenora:</b> Robert Bernie (OPP-Kenora),  <b>District of Rainy River:</b> Dan McCormick (RRDSSAB)  <b>Observers/Ex-Officio Members:</b> Anna Kone-Pefoyo (Lakehead University), Ambili Kariaparambil Rajan (Lakehead University), Mariah Maddock (Coordinator), Christina Whatley (Recorder), Vern Cameron (IT Support)</p>		
<p><b>REGRETS:</b> Alice Bellavance, Evelyne LeBlanc, Rose Bakke, Peter Voros, Sharon Komar, Sylvie Hauth, John Dixon, Pierre Guerard, Nicole LaTour, Charlie Bishop, Kelly Hall, Deb Scharf, Lee-Ann Chevrette, Derek Johnson</p>		


Topic	Action Item - Decision	Timeline	Documents
Overview of Virtual Meeting Space	<p>Renee Monsma, CAMH provided an overview of the Adobe Connect virtual meeting space</p> <p><i>Adobe "Dos and Don'ts List" Attached</i></p>		 Virtual Meeting Space - Do's and Don
1. Welcome & Introduction	<p>Sharon welcomed everyone.</p> <ul style="list-style-type: none"> <li>• Members on line from Nipigon, Greenstone, Marathon, Fort Frances, Kenora and Thunder Bay</li> </ul> <p>New members on the line were welcomed to the committee</p> <ul style="list-style-type: none"> <li>• Thunder Bay Police Service Ryan Gibson standing in</li> </ul>		


	<p>for Derek West;</p> <ul style="list-style-type: none"> <li>• St. Joseph's Care Group – Cathy Clara replacing Mary Ann Mountain;</li> <li>• Thunder Bay Regional Health Sciences Centre – Darcy Price standing in for Peter Voros;</li> <li>• The Centre for Addiction and Mental Health (CAMH) – Renee Monsma standing in for Julie Kivinen</li> </ul> <p>Other New Members on the line were welcomed:</p> <ul style="list-style-type: none"> <li>• Staff Sergeant Paul Michtics (Co-Chair of the North Shore Situation Table; OPP – Marathon)</li> <li>• Leanne Onnis (Co-Chair of the Greenstone Situations Table; Geraldton Community Resource Centre)</li> <li>• Julie Follis (OPP Regional Headquarters)</li> <li>• Dan McCormick (RRDSSAB)</li> </ul>		
2. Conflict of Interest	No Conflicts of Interest were declared.		
<b>3. Consent Agenda</b>			
<p>3.1 COR Meeting Agenda – July 19, 2018</p> <p>3.2 COR Minutes &amp; Outcomes Report – May 17, 2018</p> <p>3.3 Virtual Meeting Evaluation Report – May 17, 2018</p> <p>3.4 Educational Session Feedback Report – 2017-2018</p>	<p><i>Consent agenda items attached.</i></p> <p>There were no questions/comments from members about the consent agenda items.</p> <p>Mariah commented on the Evaluation Feedback from previous COR meeting:</p> <ul style="list-style-type: none"> <li>➤ There were 18 completed surveys and some of the suggestions were: <ul style="list-style-type: none"> <li>• Improving roll call – (now everyone when signing in will put in their first, and last name and the organization that they belong to)</li> <li>• Requesting any agenda items two weeks in advance (agenda items were requested in weekly</li> </ul> </li> </ul>		<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">   3.1 COR Meeting  3.2 COR Minutes and Agenda - July 19th 2018 </div> <div style="text-align: center;">   3.2 COR Minutes and Agenda - July 19th 2018 </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="text-align: center;">   3.3 Virtual Meeting Evaluation - May 17th 2018 </div> <div style="text-align: center;">   3.4 Educational Session Feedback Report - May 17th 2018 </div> </div>


	<p>update two weeks prior)</p> <ul style="list-style-type: none"> <li>• Not being able to hear speaker (indicated how members can use Adobe Connect to indicate speak louder or speak softer)</li> </ul> <p><b>Motion:</b> To approve the items in the Consent Agenda as presented.</p> <p>Moved by: Jack Cleverdon</p> <p>Seconded by: Anna-Marie Eckensweiler</p> <p><i>Carried</i></p>		
4. Bill 175, The Safer Ontario Act: Community Safety and Well Being Planning	<b>Item Deferred</b>		
<b>5. New Business</b>			
5.1 Situation Tables in the District of Thunder Bay: Treds & Observations	<p><b>North Shore Situation Table Update:</b></p> <p>Staff Sergeant Paul Michtics gave an update on the North Shore Situation Table for Marathon – which includes Pic River First Nation, Marathon, and Pic Moberg First Nation. Manitowadge is not currently on the Situation Table.</p> <p><i>Presentation Slides Attached</i></p> <p>The Marathon Situation Table would like to see other services join them:</p> <ul style="list-style-type: none"> <li>• Margaret Twomey Public School</li> <li>• Ontario Works</li> <li>• Pic Moberg Reserve</li> <li>• Dilico</li> <li>• Northwest Employment Works</li> </ul> <p>They are currently finding that it has benefits to their rural community however they have limited access to resources, and are finding duplication of services They are learning about</p>		 <p>5.1 North Shore Situation Table Updat</p>

	<p>accessible services that are available in the community and use available efficiently the services that are available</p> <p>Their target is to work more efficiently with each other and not duplicate services and make sure clients are aligned with the proper services.</p> <p>The are currently helping more more people than previously.</p> <p>Their first official situation table meeting was held March 28, 2018 – and they meet every two weeks at 9:00 a.m. unless an urgent case is identified then they will meet sooner.</p> <p>Five situations have been brought forward to date  2 cases – Police Services  2 cases – Education  1 case – Shelter</p> <p>3 of the 5 cases were accepted as AER (Acutely Elevated Risk)  Overall risk was lowered for all 3 cases and individuals have been connected to services</p> <p>They have noticed benefits from services meeting together. .</p> <p>Their future objectives are to increase membership at the table and maintain the positive momentum, increase community awareness, be more proactive vs. reactive, as well as identify trend and gaps in services</p> <p><b>Greenstone Situation Table Update:</b>  Leanne Onnis (Co-Chair of the Greenstone Situations Table) provided an update to the COR.  Leanne indicated this meeting will help her bring pointers back to their table.</p> <p>Their Table got started in mid-march and they are meeting every</p>		
--	---	--	--

	<p>two weeks, They are seeing a lot of successes and they are learning as they go.</p> <p>They have had a few interventions executed and have been successful with connecting the individuals to services they needed.</p> <p>It has been noticed that in a couple of situations where the client met the AER and then got to the Huddle stage it was discovered that their needs were already being met or they were starting with other services.</p> <p>They are seeing an overlap in services.</p> <p>They have identified some needs:</p> <ul style="list-style-type: none"> <li>• They would like to see more diversity at their table.</li> <li>• They found meeting every two weeks couldn't encompass everyone so increased meetings to every three weeks and the meetings are going better. There has been an increase in attendance at the meetings in Geraldton. They are also exploring bringing the meeting to Longlac as many of the service providers are located there to see if this increases participation.</li> <li>• In the first 3 months they had 5 cases; in June and July 2 or 3 cases, every case has been successful</li> <li>• Trends noted that most referrals are coming from the OPP.</li> </ul> <p>A barrier has been identified – in the case of the WLU online training; some found the training challenging, time consuming, computer strengths or computer access were unavailable. Is there accomodations that can be made?</p> <p><b>Action Item:</b> Mariah to contact WLU to see if there is an alternate option (ie. printable content and quizzes) and follow up with Leanne to discuss the fesability of offering training (based</p>	<p>By next COR meeting</p>	
--	---	------------------------------------	--

	<p>on OPP training offered in the Spring 2018) to members in Marathon through Adobe Connect</p> <p><b>Nipigon Situation Table Update:</b> Candace Davies (Nipigon Situation Table Lead) sent her regrets. Mariah provided an update on her behalf.</p> <p>There has been recent momentum to operationalize a Situation Table in Nipigon. Leads have been identified. Candance and two other co-chairs, they have sent out an email to all agencies to solidify commitment, they have determined a meeting space. They will identify meeting frequency once partners are identified, and do further outreach as needed.</p> <p><b>Action Item:</b> Service providers in Nipigon area invited to contact Candace Davies <a href="mailto:Candace.Davies@nosp.on.ca">Candace.Davies@nosp.on.ca</a> to be a part of Nipigon Situation Table</p> <p>Sharon asked if Paul and Leanne will be the Reps for their Situational Tables at the COR meetings?</p> <ul style="list-style-type: none"> <li>- Paul is on board. Leanne will bring forward to their table on Monday and will hope to have a name to provide to Mariah.</li> </ul> <p><b>Action Item:</b> Mariah to send membership package information to Leanne and Paul and follow up with Candace to see if she is available to sit at The COR.</p>	<p>As soon as possible</p> <p>By July 31<sup>st</sup> 2018</p>	
<p>5.2 Issues Management Update – Underlying Issues Preventing Youth from Attending School on a Regular Basis</p>	<p>From the previous minutes, George Drazenovich (SGDSB) and Mariah were to connect to provide more information with regards to barriers that hinder children from attending school.</p> <p>Mariah presented on behalf of both of them.</p> <p>It was noted that persistent absenteeism is a recognized issue in the Northwest region. The rate of persistent absenteeism is</p>		 <p>5.2 COR Issues Management Update.</p>

	<p>significantly higher than the provincial average.</p> <p>A small Task Force was struck for Mariah to consult with. Jeff Upton (Lakehead School Board) offered to share their knowledge base with Mariah on this topic. Also noted that Darlene Niemi (CCTB) may have information about this topic.</p> <p><b>Action Item:</b> Mariah to consult with community partners and prepare Issues Management Briefing for September COR meeting.</p> <p><b>Next Steps:</b> Once data has been gathered and put in a briefing, it will be shared with the COR, following that the group will need to decide what our next steps for action will be.</p>	<p>By next COR meeting</p>	
<p>5.3 COR “Plan B” Funding Strategy Update – Working Group Members needed</p>	<p>The COR “Plan B” Task Force met on June 22, 2018 to discuss next steps to secure sustainable funding.</p> <p>An HSIP (requesting funding for 5 Mobilizers for the region) has been submitted to NWLHIN’s however we haven’t received acknowledgement yet from the LHIN.</p> <p>The goal is to do further meetings with municipalities in late summer or early fall with a focus on what we have accomplished, the local impact of the Network and how this aligns with the Community Safety and Well-Being Component (CSWB) of Bill 175. A briefing and a presentation is currently being prepared.</p> <p>Mariah is seeking members from: Marathon, Greenstone, Thunder Bay, Kenora, and Red Lake areas to help with these meetings.</p> <p><b>Action Item:</b> Mariah to be in touch with COR members from Marathon, Kenora, Greenstone, Red Lake, Nipigon, Thunder</p>	<p>By August ast 2018</p>	<p> 5.3 Situation Tables in Northwestern Onta</p>

	<p>Bay, etc. for advocacy in Northwest Region.</p> <p><b>Next Steps:</b> Assemble a small working group to come up with a travel plan and to collaborate to raise awareness and profile our support planning system planning.</p>		
5.4 Future Training Possibility for Situation Table Members – “The Empowerment Dynamic”	<b>Item Deferred</b>		
<b>6. Standing Items</b>			
6.1 COR Evaluation Plan, Phase One – Continuous Quality Improvement Update	<p>Anna Kone-Pefoyo presented on what they have accomplished to date and showed preliminary results from the Continuous Quality Improvement Evaluation of the Thunder Bay Situation Table</p> <p><i>Presentation Slides Attached</i></p>		 <p>6.1 COR CQI Evaluation Update.pdf</p>
6.2 Situation Table Stories & Successes	<p>Mariah shared a Situation Table success from a few Situation Table Meetings ago that demonstrated the importance of being connected as a Network. There may be people who can be referred from Situation Tables in the District to the City (and vice versa).</p> <p>Jennifer from Dilico stated that 11 of her staff participated at the Geraldton Situation Table on June 11, 2018 so they are endeavoring to get people there.</p>		
6.3 Next Meeting Agenda Priorities	<p>Next meeting priorities:</p> <ul style="list-style-type: none"> <li>• The Ministry of Community Safety and Correctional Services has confirmed that they are available to present on Risk-Driven Tracking data from Situation Tables in the Northwest region for the next meeting.</li> <li>• Community Crisis Centre Consultation – Sharon will present the work on this</li> </ul>		



6.4 Other	<p>PACE Relocation – Brian McInnes – PACE has changed location and they are now located at 215 Van Norman Street, and they have a new Executive Director, Georgina McKinnon</p> <p>A poll was taken with the COR about using the integrated audio feature on Adobe Connect. This will allow COR members to break out into smaller groups to discuss topics. The teleconference line would not be used for meeting audio. Audio would come through the headset. Poll Results:</p> <ul style="list-style-type: none"> <li>• 45.8% said they have used this before and are comfortable to use try this</li> <li>• 44% Neutral however they are open to trying it out.</li> </ul> <p>Based on poll results, the integrated audio feature will be used for next COR meeting. <b>Requirement for this new procedure is for all COR Members to use a headset/headphones with microphone for next COR meeting in September.</b></p> <p><b>Action Item:</b> Mariah to send COR members more information on the integrated audio feature.</p> <p>Members were invited to complete the COR meeting evaluation: <a href="https://www.surveymonkey.com/r/63H7XM9">https://www.surveymonkey.com/r/63H7XM9</a></p>	Before September 2018 COR meeting	
6.4 Date/Time of Next Meeting	<p>The next COR meeting will take place on September 27, 2018 from 1:30 – 3:30 pm EST via Adobe Connect.</p> <p><b>Action Item:</b> Members to send Mariah any agenda items they wish to have discussed more than two weeks prior to the meeting.</p>	Before September 2018 COR Meeting	
6.5 Adjournment	Meeting adjourned at 3:00 PM.		

## Action Items

Action
<u>Action:</u> Mariah to contact WLU to see if there is an alternate option (ie. printable content and quizzes) and follow up with Leanne to discuss the feasibility of offering training (based on OPP training offered in the Spring 2018) to members in Marathon through Adobe Connect
<u>Action:</u> Service providers in Nipigon area invited to contact Candace Davies <a href="mailto:Candace.Davies@nosp.on.ca">Candace.Davies@nosp.on.ca</a> to be a part of Nipigon Situation Table
<u>Action:</u> Mariah to consult with community partners and prepare Issues Management Briefing for September COR meeting.
<u>Action:</u> Mariah to be in touch with COR members from Marathon, Kenora, Greenstone, Red Lake, Nipigon, Thunder Bay, etc. for advocacy in Northwest Region.
<u>Action:</u> Mariah to send COR members more information on the integrated audio feature.
<u>Action:</u> Members to send Mariah any agenda items they wish to have discussed more than two weeks prior to the meeting.