

Ministry of Health and Long-Term Care Community Mental Health and Addiction Programs

Transfer Payment Agreement Schedules Guide and Template

INTRODUCTION

The intent of the "Community Mental Health and Addiction Program" (CMHAP) funding is to strengthen system support functions and direct services for the purpose of advancing **Phase 2 of Ontario's Comprehensive Mental Health and Addictions Strategy**, which consists of five strategic pillars:

- Pillar 1. Promote resiliency and well-being in Ontarians
- Pillar 2. Ensure early identification and intervention
- Pillar 3. Expand housing, employment supports, and encourage diversion and transitions from the justice system
- Pillar 4. Right service, right time, right place (improve coordination and transitions)
- Pillar 5. Fund based on quality and need (funding reform)

CMHAP activities relate to one or more of the following system support functions and/or direct services:

- 1. *Information Management*: activities related to the management of mental health and addiction service system information, including personal client information.
- 2. **Collaboration & Collaborative Care**: activities related to collaborative care and collaboration in general, including new inter-agency relationships resulting in new protocols and agreements.
- Training and Professional Development: activities intended to ensure appropriate initial & ongoing education and training of professionals/ para-professionals required to perform the full range of system functions.
- 4. Knowledge Translation and Exchange: activities intended to influence service provider behaviour through better knowledge of emerging issues and best-practices. Activities include clinical guideline development, promising practice identification, knowledge translation, knowledge transfer and mentoring, as well as monitoring and evaluation of the success of research and knowledge exchange.
- 5. **Service and System performance, Monitoring and Evaluation**: all quality assurance and standards activities intended to ensure that: a) services and supports are producing desired client outcomes; b) the system is operating in a way that supports improved client outcomes.
- 6. **Direct services**: activities involving client assessment and care planning, referrals to follow-up services/supports, and interventions to improve functioning and quality of life, support self-management, wellness, recovery and harm-reduction.

INSTRUCTIONS FOR COMPLETION OF SCHEDULES

This template is the **required** format for Schedule A.

SCHEDULE "A"

PROGRAM DESCRIPTION AND TIMELINES

I. HSJCC Information:

Regional or Local HSJCC: Provincial HSJCC

HSJCC Chair/Co-Chairs: Katie Almond and Sara Dias

Chair/Co-chairs contact:

Katie Almond Sara Dias

Co-Chair, Provincial HSJCC Co-Chair, Provincial HSJCC

Probation and Parole Officer Executive Director

Ministry of Community Safety and Canadian Mental Health Association,

Correctional Services Kenora Branch

Telephone: 416-314-3771 ext. 213 Telephone: (807) 468-1838 ext. 229

Transfer Payment Agency: Canadian Mental Health Association, Ontario Division **Transfer Payment Agency Contact:**

Uppala Chandrasekera

Director, Public Policy

Canadian Mental Health Association, Ontario

Telephone: 416-977-5580 ext. 4151

Email: uchandrasekera@ontario.cmha.ca

II. HSJCC Objectives

a) Committee's over all goals and key commitments (from the P-HSJCC Terms of Reference. approved January 2019):

The goal of the Provincial HSJCC is to provide a provincial leadership mechanism to support the implementation of the Government of Ontario policy framework, *A Provincial Strategy to Coordinate Human Services and Criminal Justice System in Ontario* (1997), for people who come into contact with the justice system and who have needs that are appropriate to be met by one or more of the provincial human services systems.

Provincial HSJCC Partners: Ministries of the Attorney General, Children, Community and Social Services, Health and Long-Term Care, Solicitor General; Correctional Services Canada; Ontario Provincial Police; Ontario Association of Chiefs of Police; Legal Aid Ontario; Community Networks of Specialized Care, Canadian Mental Health Association Ontario

P-HSJCC membership: http://hsjcc.on.ca/provincial-committee/committee-members/

a) Committee's specific objectives (from the P-HSJCC Terms of Reference approved January 2019):

The Provincial HSJCC's objectives:

- To support the individual and collective efforts of Regional and Local Committees
- To identify provincial service and policy issues and make recommendations to address such issues to appropriate government and other bodies as determined by the nature of the issues
- To identify solutions to systemic problems
- To promote consistency of approach across Ontario, while recognizing regional diversity
- To enhance the engagement of the HSJCC Network (which includes the Provincial, Regional and Local Committees)
- To share information across the HSJCC Network and beyond (knowledge transfer)
- To provide a structure for accountability for the HSJCC Network

III. System Support Function and/or Direct Services

- a. Please check one or more of the relevant boxes to indicate which system support function(s) (see page 1 for descriptions) the program and activities correspond to.

 - Service and system performance, monitoring and evaluation

IV. Scope of Program

Provide the list of activities to be completed. Each activity should be mapped to one or more outputs and outcomes. Please also demonstrate how the activity contributes to one or more of the MH&A strategic pillars. Provide the start and end date of each activity. See Appendix A for more examples.

Regional or Local HSJCC: Provin		ATE FOR WORKPLANS			MISSIONS			
regional of Local Houce. From		e: March 1 of each year)	ee 2016/2019 VV	эк-ріан			Report Submission 1 of each year	
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget
Police-Hospital Transition Project	Finalize the Provincial Framework and Tool Kit	Reduction of wait-times for police accompanied	☐ Pillar 1 ☐ Pillar 2	April 1, 2018 –	Training Forum	ON HOLD At the direction of	ON HOLD	
Description: This project will engage stakeholders from across the province to enhance collaboration between Ontario hospitals and police services with the purpose of improving outcomes for individuals experiencing a mental health crisis that have been apprehended by police officers under the <i>Mental Health Act</i> ; The major deliverable of this project will be a provincial framework and action plan for implementing police-hospital protocols within Ontario communities.	providing guidance to Ontario communities on how to implement a police- hospital protocol Framework dissemination across Ontario Framework training forums in selected communities across the province	visits to emergency departments	⊠ Pillar 3 ⊠ Pillar 4 □ Pillar 5	March 31, 2019	Expenses: \$20,000	MOHLTC & SolGen, the Framework will be announced and launched and an educational forum held in Q1 2019/20	Awaiting direction from MOHLTC & SolGen	
Objectives: To reduce police- hospital wait times in Ontario hospitals; To improve experiences								

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Regional or Local HSJCC: Provin	cial Human Services and Jus	tice Coordinating Committe	ee 2018/2019 Wo	ork-plan				
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and outcomes for Ontarians that have been apprehended under the <i>Mental Health Act</i> .								
Partners: CMHA Ontario; LHINs; MOHLTC; SolGen; OPDI; OAPC; OHA; CAMH; St. Joseph's Hospital London; Thunder Bay Regional Health Sciences Centre; OACP; OPP; TPA; OPPA; MAG; LAO; St. Michael's Hospital; OPP; Youth Services Bureau; St. Joseph's Health Care Hamilton; WRPS; Lanark County Mental Health								
HSJCC Network Support Function	ons			1				
2. P-HSJCC Meetings	5 Provincial HSJCC full- membership meetings	Increased coordination and collaboration	☐ Pillar 1 ☐ Pillar 2	Ongoing	Meeting expenses:	5 Provincial HSJCC full-	All anticipated outcomes	Meeting expenses:
Description: These meetings are full-day meetings with the entire Provincial HSJCC membership. During these meetings, the Provincial HSJCC members discuss the status of provincial initiatives and receive updates from the 14 Regional HSJCCs and provincial partners. Meetings consist of information sharing	(May 15, 2018; September 18, 2018; November 20, 2018; January 15, 2019; March 19, 2019) Updated P-HSJCC meeting calendar (meeting dates set for 2 years ahead)	between human services and justice sectors Increased engagement of P-HSJCC membership	⊠ Pillar 3 ⊠ Pillar 4 □ Pillar 5		\$14,500	membership meetings (May 15, September 18, November 20, January 15, March 19) September meeting took the form of a full day	have been met to date	\$35,547.07

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sessions/presentations from partners and external stakeholders, and issue management sessions with facilitated discussions focused on developing system solutions.	5 Meeting minutes and Meeting Highlight documents shared with HSJCC Network					visioning exercise led by Compass Leadership. Representatives from every Regional HSJCC,		
Objective: To provide a venue for facilitated conversation of the members of the Provincial HSJCC to discuss matters relating to human services and justice coordination in Ontario						partner Ministries and organizations met in person to refine vision, mission and goals for the P-HSJCC		
Partners: P-HSJCC members; guest presenters						Presentations provided to P-HSJCC Members:		
						Haven Toronto: Services for Elderly Marginalized Men (May 16)		
						 Justice David Cole, Ontario's Independent Reviewer (Jahn 		

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						Settlement) (Nov 20)		
						 Public Safety Division, SolGen Re: Community Safety and Well Being Planning (Jan 15) Housing, Health and Justice Community of Interest (Mar 19) 		
3. P-HSJCC Steering Committee Meetings Description: These monthly committee meetings are held via teleconference for the P-HSJCC Steering Committee and are 1-1.5 hours in length. The Steering	10-12 Provincial HSJCC Steering Committee meetings Steering Committee meeting minutes	Increased coordination and collaboration between human services and justice sectors Increased engagement of P-HSJCC	☐ Pillar 1 ☐ Pillar 2 ☑ Pillar 3 ☑ Pillar 4 ☐ Pillar 5	Ongoing		2 P-HSJCC Steering Committee Meetings (May 8, May 29) 2 Steering Committee	All anticipated outcomes have been met to date	
Committee members oversee the work-plan development and implementation for the P-HSJCC,		membership				Meeting Minutes The P-HSJCC		

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discuss updates of the P-HSJCC projects, manage P-HSJCC budget, and review/approve documents and submissions of the P-HSJCC. Objective: To provide an opportunity for the Steering Committee to discuss P-HSJCC business Partners: P-HSJCC members						reviewed the role of the Steering Committee and has transitioned it from an operational focus to a focus on strategy; Now known as the Executive Committee, these ad-hoc meetings take place for key strategic discussions and decisions (March 7, March 25) Oversight of the P-HSJCC work during the transition period was monitored through monthly meetings between the P-HSJCC Co-Chairs and the HSJCC		

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						Secretariat (June 12, August 28, September 6, October 30, November 27, January 8, February 11)		
4. HSJCC Network Membership Database Description: There are two HSJCC Network membership databases that will be managed by the HSJCC Secretariat in partnership with the HSJCC Network. The first is the Newsletter mailing list of over 2,000 people. The second is the HSJCC website which contains all the local, regional and provincial HSJCC membership lists. The local and regional HSJCCs update their own membership lists with support from the HSJCC Secretariat. Objective: To ensure that those	Expanded HSJCC Network mailing list by 200 people (total of 2,230 people by March 31, 2019) Disseminated tutorial/instruction sheet for HSJCC Chairs about how to submit membership lists on website Up-to-date mailing lists: Provincial HSJCC membership; Provincial HSJCC Steering Committee membership list; Regional and Local HSJCC mailing lists (with administrative support	Increased coordination and collaboration between human services and justice sectors Increased engagement of HSJCC Network membership	☐ Pillar 1 ☐ Pillar 2 ☑ Pillar 3 ☑ Pillar 4 ☐ Pillar 5	Ongoing		Various HSJCC Network Membership Lists regularly updated	All anticipated outcomes have been met to date	

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within the HSJCC Network and members of local, regional and provincial committees are kept informed of matters relating to the HSJCC; To generate reports of HSJCC membership representation	staff) Report on sector breakdown representation of members of local, regional and provincial HSJCCs							
Partners: Regional and Local HSJCCs								
5. HSJCC Work-Plan Development & Reporting Description: This project will focus on developing a 3-year (2019-2022) work-plan for the Provincial HSJCC. The Regional and Local HSJCCs will also submit 2019/2020 work plans and 2017/2018 annual reports. Objective: To develop the Provincial HSJCC work-plan in accordance with HSJCC Network priorities; To maintain consistent accountability structures for local, regional and provincial HSJCCs across Ontario; To inform funders (LHINs & MOHLTC) of the	Provincial HSJCC work-plan (2019-2022) 2017/2018 Provincial HSJCC Annual Report including Annual Reports from Local and Regional HSJCCs Collated report of the 2019/2020 work-plans of the Local, Regional and Provincial HSJCCs	Increased coordination and collaboration between human services and justice sectors Increased level of knowledge about individuals who come into contact with the justice system, available services, linkages and opportunities for collaboration Advancement of systemic issues that impact individuals who	□ Pillar 1 □ Pillar 2 ⊠ Pillar 3 ⊠ Pillar 4 □ Pillar 5	HSJCC Network Annual Report (for 2016/2017 fiscal) Due: June 30, 2018 Local, Regional & Provincial HSJCC 2019/2020 Work-Plan Due: March 30, 2019		HSJCC Network Annual Report including reports from Provincial HSJCC, Regional HSJCCs and Local HSJCCs provided to MOHLTC & LHIN MHA Leads (June 28) Provincial Workplan for 2019-2022 developed HSJCC Network Workplans for	All anticipated outcomes have been met to date	

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activities and expenditures of the HSJCC Network Partners: Local, Regional and Provincial HSJCCs		come into contact with the justice system Increased access to reliable and current information and analysis of human services and justice issues				2019-2020 including Provincial, Regional and Local workplans developed and submitted to MOHLTC (March 29)		
6. Orientation for New Committee Chairs Description: The HSJCC Secretariat will be responsible for working with new chairs of local and regional HSJCCs in providing information to them on the HSJCC Network and roles/responsibilities of being an HSJCC leader Objective: To build relationships between the local and regional HSJCCs with the provincial committee; To provide support in chair/co-chair transitions of local and regional HSJCCs Partners: Local and Regional	2018/2019 HSJCC Network Orientation Package Teleconferences/meetings with new local and regional HSJCC Chairs/Co-Chairs and the HSJCC Secretariat Standard template package for HSJCCs (letterhead, PPTs, minutes and agendas, membership lists, etc.)	Increased coordination and collaboration between human services and justice sectors Increased engagement of HSJCC Network membership	□ Pillar 1 □ Pillar 2 □ Pillar 3 □ Pillar 4 □ Pillar 5	Ongoing		2018/2019 HSJCC Network Orientation Package Completed Orientations provided for new P-HSJCC Members representing: North East Regional HSJCC Peel Regional HSJCC South West Regional	All anticipated outcomes have been met to date	

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HSJCCs						HSJCC Simcoe Muskoka Regional HSJCC Waterloo Wellington Regional HSJCC York-South Simcoe Regional HSJCC Persons with Lived Experience Ontario Provincial Police SolGen Ministry of Children, Community and Social Services – Youth Justice Services Division		

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7. HSJCC Network Member Engagement Plan Description: This project will strive to improve the engagement of over 1,500 + members of local, regional and provincial HSJCCs across Ontario. Objective: To improve communication and collaboration of local and regional HSJCCs with one another; To improve engagement of local and regional HSJCCs with the Provincial HSJCC initiatives Partners: Local, regional and provincial HSJCC members	Ongoing implementation of Member Engagement Plan and related activities across HSJCC Network Quarterly reports on outcomes of the HSJCC Network membership engagement plan	Increase knowledge of the value of the HSJCC Network within the Ontario criminal justice and health systems Promote collaboration and coordination of services between the criminal justice and human services sectors	□ Pillar 1 □ Pillar 2 ⊠ Pillar 3 ⊠ Pillar 4 □ Pillar 5	Ongoing		Engagement focused presentations, events and activities provided across the HSJCC Network including: North West Centre of Responsibility (May 17, March 28) Simcoe Muskoka Regional HSJCC (June 7) Peel Regional HSJCC (June 13)	All anticipated outcomes have been met to date	

TEMPLATE FOR WORKPLANS AND ANNUAL REPORT SUBMISSIONS Regional or Local HSJCC: Provincial Human Services and Justice Coordinating Committee 2018/2019 Work-plan **Annual Report Submissions** WORKPLAN (Due: March 1 of each year) (Due: June 1 of each year) MH&A **Anticipated HSJCC Activities** Actual **Anticipated Outputs** Outcomes Pillar(s) this **Actual Outputs Timeline** (Name and Brief Description) **Outcomes** What is produced or What are the regional activity **Anticipated** (to be completed Actual Start and What is done to meet program (to be delivered resulting from or community effects / contributes Budget for annual **Budget End Date** completed for objectives activities changes that occur as to reports) annual reports) a result? (see page 1) Halton Regional HSJCC (September 12) South East Regional HSJCC (September 24) Champlain Regional **HSJCC** (November 6) North East Regional HSJCC (November 8) Regular updates on member engagement

activities provide

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Regional or Local HSJCC: Province		ATE FOR WORKPLANS			MISSIONS			
Regional of Local HSJCC: Provin		e: March 1 of each year)	ee 2016/2019 WC	лк-ріап			Report Submissio une 1 of each yea	
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8. Provincial HSJCC Issue Management Plan Description: The Provincial HSJCC will have areas of focus for each P-HSJCC meeting; these sessions will involve discussion on an HSJCC priority where P- HSJCC members will learn more about system challenges and promising practises/solutions for addressing challenges Objectives: To review common systemic issues facing multiple regions of Ontario to understand the issues and solutions for P- HSJCC members; To provide information on solutions or innovative practises happening across the province Partners: P-HSJCC members, other relevant stakeholders that can assist with defining issues	Issue Management session calendar (one issue per HSJCC Meeting): May 15, 2018; September 18, 2018; November 20, 2018; January 15, 2019; March 19, 2019 Issue Notes for each issue management session Discussion questions for each Issue Management session Outcome and innovative solution reports based on Issue Management sessions of the Provincial HSJCC (disseminated to HSJCC Network)	Promote collaboration and coordination of services between the criminal justice and human services sectors Increased coordination and collaboration between human services and justice sectors Increased level of knowledge about individuals who come into contact with the justice system, available services, linkages and opportunities for collaboration	□ Pillar 1 □ Pillar 2 ☑ Pillar 3 ☑ Pillar 4 □ Pillar 5	Ongoing		Issue Management Sessions held at May 15, January 15, March 19 P- HSJCC meetings Focus of issue management sessions: Provincial Election (May 15), Priority Setting for the Provincial HSJCC (January 15), Information Flow Between MAG & SolGen (March 19)	All anticipated outcomes have been met to date	

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9. Policy Consultations & Submissions Description: The Provincial HSJCC will participate in consultations and prepare submissions to help advance improvements to the human and justice services coordination efforts of the HSJCCs and the Government of Ontario. Objective: To advance systemic issues that impact individuals who come into contact with the criminal justice system Partners: HSJCC Network members	Participation in Government of Ontario policy and program consultations Written submissions to government on policy issues relating to human services and justice, including advocacy letters, position statements and legislation consultation submissions	Advancement of systemic issues that impact individuals who come into contact with the justice system	□ Pillar 1 □ Pillar 2 □ Pillar 3 □ Pillar 4 □ Pillar 5	Ongoing		P-HSJCC Co-Chair representing members at ongoing consultations with SolGen on Discharge from Court Protocol P-HSJCC Co-Chair representing members at ongoing consultations with SolGen on Correctional Health Care P-HSJCC Co-Chairs representing members at ongoing consultations with MAG on	All anticipated outcomes have been met to date	

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						Community Justice Centres		
10. HSJCC Partnership agreements Description: The HSJCC will review, update and manage current partnership agreements with Provincial HSJCC partners including: CAMH; ConnexOntario, and CMHA Ontario. Objective: To ensure that partnership agreements are continually mutually beneficial for partners involved; To ensure conditions of partnership agreements are being met; To manage issues related to partnership agreements and working relationships Partners: CAMH, CMHA Ontario, and ConnexOntario	Updated Memorandum of Understanding between P-HSJCC and CMHA Ontario (Duration of current MOU: November 10, 2016 – March 31, 2019) Updated Contract of Services related to HSJCC between CMHA Ontario and CAMH (Duration of current MOU: November 10, 2016 – March 31, 2019) Updated Memorandum of Understanding between P-HSJCC and ConnexOntario	Increased level of knowledge about individuals who come into contact with the justice system, available services, linkages and opportunities for collaboration	□ Pillar 1 □ Pillar 2 ⊠ Pillar 3 ⊠ Pillar 4 □ Pillar 5	Ongoing		MOUs to be updated in 2019/2020	All anticipated outcomes have been met to date	

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Knowledge Exchange Support fo	r HSJCC Network							
11. P-HSJCC Conference Description: The 2019 conference will be the eighth Provincial HSJCC led conference. To be held November 4-6, 2019 in Toronto, the conference is a 2.5- day event that provides an opportunity for individuals working and that have lived experience in the human services and justice sectors to learn about innovative practices, engage in conversation and discuss challenges facing the work of the HSJCCs across Ontario. Objective: To provide an opportunity for HSJCC Network members to share information, engage in conversation and discuss challenges and solutions to systemic issues of the human services and justice collaboration in Ontario	Disseminated promotions and registration invitations through HSJCC Network 8 HSJCC Conference Planning Committee meetings/year	Increased awareness and access to educational opportunities provided for all levels of the HSJCC Network Increased access to reliable and current information and analysis of human services and justice issues	⊠ Pillar 1 ⊠ Pillar 2 ⊠ Pillar 3 ⊠ Pillar 4 ⊠ Pillar 5	Ongoing	Conference Planner Fee: \$10,000	Conference information disseminated via email, newsletter and website 9 Conference Planning Committee meetings held (May 16, June 20, July 18, August 15, September 19, November 13, January 8, February 12, March 12)	All anticipated outcomes have been met to date	Conference Planner Fee: \$11,300
Partners: Event Manager, 2019 HSJCC Conference Planning								

TEMPLATE FOR WORKPLANS AND ANNUAL REPORT SUBMISSIONS Regional or Local HSJCC: Provincial Human Services and Justice Coordinating Committee 2018/2019 Work-plan **Annual Report Submissions WORKPLAN (Due: March 1 of each year)** (Due: June 1 of each year) MH&A Anticipated **HSJCC Activities** Actual Pillar(s) this **Anticipated Outputs Actual Outputs** Outcomes (Name and Brief Description) Timeline Outcomes What is produced or activity (to be completed **Actual** What are the regional **Anticipated** What is done to meet program Start and (to be contributes delivered resulting from or community effects / **Budget Budget** for annual completed for End Date objectives activities changes that occur as to reports) annual reports) (see page 1) a result? Committee members 8 CKE Committee All anticipated ☐ Pillar 1 12. HSJCC CKE Committee Increased coordination Ongoing 6-10 Communications and meetings held outcomes □ Pillar 2 Meetings Knowledge Exchange and collaboration (April 17, May 23, have been met ⊠ Pillar 3 Committee meetings between human **Description:** These meetings will June 20. October to date services and justice ☑ Pillar 4 provide an opportunity for CKE Minutes of HSJCC CKE 11, November 26, sectors □ Pillar 5 Committee members to meet and Committee meetings January 17, discuss matters relating to the Increased level of February 14, knowledge about HSJCC communications and March 7) knowledge exchange projects individuals who come such as HSJCC Network into contact with the Minutes for CKE webinars, newsletters, website. justice system, Meetings and social media. available services. linkages and **Objectives:** To gather input on opportunities for issues and work relating to the collaboration HSJCC CKE needs: To develop recommendations to the HSJCC Increased awareness Steering Committee on decisions and access to relating to CKE needs of the educational HSJCC Network opportunities provided at the local and Partners: CKE Committee regional HSJCCs members Increased access to reliable and current

		ATE FOR WORKPLANS			MISSIONS			
Regional or Local HSJCC: Provin			ee 2018/2019 Wo	ork-plan		Annual I	Report Submission	ons
	WORKPLAN (Due	e: March 1 of each year)				(Due: J	une 1 of each yea	ar)
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget
		information and analysis of human services and justice issues						
13. Knowledge Exchange Plan Description: The HSJCC Knowledge Exchange Plan will be a framework to guide all KE activities of the Provincial HSJCC. Objective: To coordinate the KE activities of the HSJCC; To utilize KE principles and methods to best share the work, knowledge and impacts of the HSJCCs; To enhance engagement of HSJCC Network members Partners: CAMH, CKE Committee, HSJCC Network members	HSJCC Knowledge Exchange Strategy (KE strategy to identify key KE methods to facilitate the movement of evidence into action, e.g. responding to different evidence needs of HSJCC stakeholders, development of targeted knowledge products, engagement of key stakeholders) Project-based Communications or Knowledge Exchange plans	Increased level of knowledge and understanding regarding human service needs of individuals who come into contact with the justice system, available services, linkages and opportunities for collaboration, and what does the evidence say on how to best address these types of system-level challenges	□ Pillar 1 □ Pillar 2 □ Pillar 3 □ Pillar 4 □ Pillar 5	Ongoing		Meetings with Knowledge Broker at CAMH held HSJCC Knowledge Exchange Guide developed and shared across HSJCC Network	All anticipated outcomes have been met to date	
	Annual evaluation of the HSJCC Knowledge Exchange Strategy	Increased access to reliable and current information and analysis of human						

TEMPLATE FOR WORKPLANS AND ANNUAL REPORT SUBMISSIONS Regional or Local HSJCC: Provincial Human Services and Justice Coordinating Committee 2018/2019 Work-plan **Annual Report Submissions** WORKPLAN (Due: March 1 of each year) (Due: June 1 of each year) MH&A Anticipated **HSJCC Activities** Actual Pillar(s) this **Anticipated Outputs Actual Outputs** Outcomes (Name and Brief Description) Timeline Outcomes What is produced or activity **Anticipated** (to be completed **Actual** What are the regional Start and What is done to meet program (to be delivered resulting from or community effects / contributes **Budget** for annual **Budget** completed for objectives End Date activities changes that occur as to reports) annual reports) a result? (see page 1) services and justice issues 14. Knowledge Exchange Development of targeted Increase knowledge of Design and HSJCC All anticipated ☐ Pillar 1 Printing of KE knowledge products that the value of the HSJCC Ongoing Secretariat **Products** outcomes met □ Pillar 2 **Products:** meet specific evidence Network within the integrates to date ☐ Pillar 3 \$2,000.00 Ontario criminal justice **Description:** to profile and share needs of HSJCC, other knowledge ☑ Pillar 4 relevant, targeted, actionable relevant stakeholders e.g. and health systems exchange ☐ Pillar 5 evidence e.g. evidence briefs, evidence briefs. products across infographics infographics activities including Promote collaboration the HSJCC and coordination of **Objective:** To provide a tool for services between the website. HSJCC Network members to use criminal justice and webinars. when working with stakeholders to human services sectors engagement raise the profile and activities and understanding of the HSJCC Increased level of projects Network knowledge and understanding Partners: CKE Committee. regarding human **HSJCC** Network members service needs of individuals who come into contact with the justice system, available services. linkages and

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2018

and members

engagement of the HSJCC

	WORKPLAN (Due: March 1 of each year)						Report Submission of the Report Submission (Report	
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget
Network; Project partners: CAMH, HSJCC Network members, CKE Committee, webinar presenters		Increase access to reliable and current information and analysis of human services and justice issues Promote solutions to systemic problems facing the interactions between the criminal justice and human services sectors				Link: Click here to view the webinar. Participants: 109 Topic 3: The HSJCC Network: Reflecting on the Past Year and Looking Ahead Date: August 8, 2018 Link: Click here to view the webinar. Participants: 37 Topic 4: Cannabis Legalization Date: October 11, 2018 Link: Click here to view the webinar. Participants: 357 Topic 5: Traumatic Brain Injury and the Justice System		

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HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget
						Date: January 10, 2019 Link: Click here to view the webinar. Participants: 93 Topic 6: Community Safety and Well-Being Planning Date: February 15, 2019 Link: Click here to view the webinar. Participants: 45 Topic 7: Housing, Mental Health and Justice Date: March 16, 2019 Link: Click here to view the webinar. Participants: 116		

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Regional or Local HSJCC: Provin	Regional or Local HSJCC: Provincial Human Services and Justice Coordinating Committee 2018/2019 Work-plan									
	WORKPLAN (Due	e: March 1 of each year)			_		Report Submission of the Report Submission (Report Submission)			
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget		
16. HSJCC Website Description: The HSJCC Website acts as an online platform used to host information relevant to the HSJCC such as: committee business, events, practise profiles, project updates, personal stories of HSJCC	Updated HSJCC Network Website Uploaded content of the HSJCC Website falling within 6 website content areas: HSJCC committee business; HSJCC Network events; HSJCC practice	Increase level of knowledge and understanding regarding human service needs of individuals who come into contact with the justice system, available services,	⊠ Pillar 1 □ Pillar 2 ⊠ Pillar 3 ⊠ Pillar 4 □ Pillar 5	Ongoing	Domain Registration: \$40.00 Operating Costs: \$600.00 Email Accounts: (\$10.00/month) \$120.00	Content on site is updated by CKE Committee Chair and HSJCC Secretariat Local, Regional and Provincial HSJCCs provide regular updates	All anticipated outcomes met to date	Operating Costs: \$438.25		
members, research/reports, and submissions of the HSJCC Network and partner/relevant stakeholder updates. Objective: To profile the work and demonstrate the value of the HSJCCs; To provide an online portal for HSJCCs to share committee-specific content to improve functions and administration of leading a committee; To serve as a space	profiles and project updates; personal stories of HSJCC Network members to profile practice-based evidence for the network, research, reports, submissions of the HSJCC Network; and HSJCC Partner and stakeholder updates Expansion of a document repository section on the	linkages and opportunities for collaboration and what does the evidence say on how to best address system-level challenges Increase access to reliable and current information and analysis of human services and justice			\$120.00	regular updates and timely and relevant content for site HSJCC Secretariat has completed dedicated training in WordPress, the website content management system (April 26, 27, May 11)				

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Regional or Local HSJCC: Provin	cial Human Services and Jus	tice Coordinating Committe	ee 2018/2019 W	ork-plan						
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HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget		
Chairs/C-Chairs and administrators										
18. HSJCC Bi-Monthly Newsletter Description: The HSJCC Network Newsletter is distributed to Network members once every two months throughout the year; Information consists of updates from local, regional and Provincial HSJCCs and partner/stakeholder updates that are relevant to the work of the HSJCC Network. Objective: To share up-to-date information to the HSJCC Network on human service and justice coordination activities in Ontario on a regular basis; To profile work of the HSJCCs Partners: HSJCC Network members	6 published HSJCC Networks Newsletters (May 2018; July 2018; September 2018; November 2018; January 2019; March 2019) Newsletter KE report	Increased level of knowledge about individuals who come into contact with the justice system, available services, linkages and opportunities for collaboration Increased access to reliable and current information and analysis of human services and justice issues	□ Pillar 1 □ Pillar 2 □ Pillar 3 □ Pillar 4 □ Pillar 5	Ongoing Newsletter publication months: May 2018; July 2018; September 2018; November 2018; January 2019; March 2019	Mail Chimp account: \$550.00	May 2018, July 2018, September 2018, December 2018, February 2019 newsletters disseminated Highlights from Newsletters include: Letter from Provincial HSJCC Co- Chair Updates on Provincial HSJCC Workplan activities HSJCC Network updates and events Personal stories from HSJCC	All anticipated outcomes met to date	Mail Chimp account: \$417.14		

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HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget		
						Network members Updates from HSJCC partners Newsletter analytics reports provided to CKE Committee				
19. Social Media Description: The HSJCC Network Social Media platforms will be active to engage the HSJCC Network members and interested organizations and individuals on regular updates on the work of the HSJCC Network. Objectives: To connect and share with HSJCC Network members and beyond through social media platforms Partners: CAMH staff, CKE	Maintain and build existing Social Media Platforms (Twitter Account, LinkedIn Profile) Increase Twitter followers from 596 to 1,000 Quarterly Reports of the HSJCC Social Media engagement (with website reporting: May, September, January, March)	Increased level of knowledge about individuals who come into contact with the justice system, available services, linkages and opportunities for collaboration Increased access to reliable and current information and analysis of human services and justice	□ Pillar 1 □ Pillar 2 □ Pillar 3 □ Pillar 4 □ Pillar 5	Ongoing Quarterly Reports Due to P-HSJCC: May 15, 2018; September 18, 2018; November 20, 2018; January 15, 2019; March 19, 2019	Hootsuite subscription: \$150.00	HSJCC Network social media presence maintained and updated frequently Twitter followers increased to 633 Analytics reports provided to CKE committee regularly	All anticipated outcomes met to date	Hootsuite subscription: \$181.59		

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Regional or Local HSJCC: Provin	cial Human Services and Just	tice Coordinating Committe	ee 2018/2019 Wo	ork-plan				
	WORKPLAN (Du	e: March 1 of each year)					Report Submission of each year	
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget
Committee members		issues						
20. Sector engagement and participation Description: P-HSJCC participates at relevant sector tables regarding human service and justice coordination; P-HSJCC will also provide educational opportunities to those that want to learn more about the Network and its value in the Ontario human services and justice sectors Objectives: To represent the interests of the HSJCC at key tables; To share relevant information of the HSJCC Network with other initiatives and stakeholders Partners: HSJCC Network members, Government ministries, CAMH	Attend meetings of the following system planning tables: Regional and Local HSJCC meetings and conferences EENet Community of Interest Events (Tasha) Enabling Change Court Project (Analyst) Toronto Justice Collaborative (Joseph/Analyst) COI on Racialized Populations and Mental Health and Addictions (Analyst)	Increased level of knowledge about individuals who come into contact with the justice system, available services, linkages and opportunities for collaboration Increased access to reliable and current information and analysis of human services and justice issues Advancement of systemic issues that impact individuals who come into contact with the justice system	□ Pillar 1 □ Pillar 2 ⊠ Pillar 3 ⊠ Pillar 4 □ Pillar 5	Ongoing	Travel expenses: \$4,000.00	Secretariat sector engagement presentations, events and activities include: • Durham Regional HSJCC Meeting (April 25) • North West Centre of Responsibility Meeting (May 17) • Simcoe Muskoka Regional HSJCC Meeting (June 7) • Peel Regional HSJCC	All anticipated outcomes met to date	Travel expenses: \$4,014.16

	WORKPLAN (Due: March 1 of each year)						Report Submission une 1 of each yea	
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget
						Meeting (June 13) Halton Regional HSJCC Meeting (September 12) Forensic Dual Diagnosis Conference (September 19,20) South East Regional HSJCC Meeting (September 24) Health Quality Ontario's Health Quality Transformatio n Conference (October 17) HKPR		

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	WORKPLAN (Du	e: March 1 of each year)					Report Submission une 1 of each year seach we se	
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						Regional HSJCC & Peterborough Local HSJCC (November 1)		
						 Champlain Regional HSJCC (November 6) North East Regional HSJCC (November 8) 		
Provincial Projects						(November o)		
21. Justice System & You Booklets	Launch of printed and online Mental Health, the Justice System and You	Increased level of knowledge about individuals who come	☐ Pillar 1 ☐ Pillar 2 ☑ Pillar 3	April 1, 2018 – December		ON HOLD	ON HOLD	
Description: These booklets provide a detailed description of the intersections between the justice and mental health systems for clients that have mental health needs that are involved with the criminal justice system; The intended audience is service providers and service users.	Booklet KE Plan for disseminating the Mental Health, the Justice System and You Booklet	into contact with the justice system, available services, linkages and opportunities for collaboration	⊠ Pillar 4 □ Pillar 5	31, 2018				
Objectives: To act as a								

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	WORKPLAN (Due: March 1 of each year)						Report Submission and 1 of each year to 1 of each year 1 of each y	
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget
vulnerable population with MH&A issues who are homeless or at risk of becoming homeless after being released from the criminal justice system; Key objectives include: (1) synthesizing existing research, (2) developing & sharing a cohesive message, (3) raising awareness amongst general public & local organizations, (4) encouraging the development of innovative solutions related to housing Partners: CMHA Ontario, Wellesley Institute, John Howard Society of Ontario, CAMH, Toronto Community Housing, Woodgreen Community Housing, LOFT, City of Toronto, St. Leonard's Services London, Elizabeth Fry Society, COTA,	Webinar series to inform & raise awareness about the issue & share recommendations	Improving transitions between Ontario's justice system & housing sector Reducing recidivism rate by connecting individuals to proper MH&A support & treatment	(see page 1)			Webinar provided on March 28 and presentation to P-HSJCC at March 19 Meeting		
Mental Health Commission of Canada, Simcoe Housing, Centre for Research on Inner City Health, Ministry of Attorney General, and the Provincial Human Services								

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and Justice Coordinating Committee									
23. Indigenous Populations & Justice Project Description: This project aims to increase understanding of and engagement with the issues relating to Indigenous population's perspectives on and experience with human services and justice. Objective: Inform the HSJCC Network of key issues facing Indigenous populations in the human services and justice sectors and contribute to better related policy outcomes Partners: CAMH, MAG Aboriginal Justice Division, Aboriginal Legal Services, TBD.	Inclusion of Indigenous perspectives in all HSJCC projects Relationship building with key groups – recruitment strategy to ask members representing Indigenous populations to sit on provincial, regional and local HSJCCs Future work will be determined based on project identification by the P-HSJCC membership	Increased inclusion of Indigenous perspectives in all aspects of HSJCC Network Establishment of relationships and partnerships with Indigenous communities in Ontario Increased understanding of Indigenous population perspectives of and experiences with the human services and justice sectors	□ Pillar 1 □ Pillar 2 □ Pillar 3 ⊠ Pillar 4 □ Pillar 5	April 1, 2018 – March 31, 2019		P-HSJCC continues to seek to include Indigenous perspectives in all HSJCC projects P-HSJCC, Regional and Local HSJCCs continue to build relationships with and seek membership from Indigenous communities and organizations Secretariat participated in Indigenous People's Court Conference hosted by Mississaugas of the New Credit	All anticipated outcomes met to date		

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HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget	
						First Nation (July 11) Indigenous Elder provides opening ceremonies at P-HSJCC Meetings			
24. Racialized Populations and Mental Health & Addictions (COI) Description: The P-HSJCC will be a project partner in this Community of Interest, which will focus on criminal court diversion programs and practices, and examine how racialized populations are being served. Objectives: Increased understanding of formal mental health diversion programs as well as informal diversion practices for racialized persons with mental health and addictions issues in the criminal justice system.	Conduct issue management session on justice issues facing racialized populations at future P-HSJCC meeting Delivery of webinar jointly delivered with the COI and HSJCC COI Court Diversion Project: the COI will undertake a research project measuring diversion outcomes for racialized populations in the justice system Inclusion of racialized populations perspectives	Relationship building with key groups and recruitment strategy to ask members representing racialized populations to sit on HSJCCs Greater inclusion of racialized community voices within the HSJCC's work Increased understanding amongst HSJCC membership of issues experienced by racialized communities in the human services and justice sectors	□ Pillar 1 □ Pillar 2 □ Pillar 3 ⊠ Pillar 4 □ Pillar 5	April 1, 2018- March 31, 2019		Held 4 project steering committee meetings (July 16, September 10, November 5, December 10) Held 2 sub-group meetings to narrow focus of project, plan and organize execution of deliverables (June 14, July 20) Background Paper on	All anticipated outcomes met to date		

TEMPLATE FOR WORKPLANS AND ANNUAL REPORT SUBMISSIONS Regional or Local HSJCC: Provincial Human Services and Justice Coordinating Committee 2018/2019 Work-plan **Annual Report Submissions WORKPLAN (Due: March 1 of each year)** (Due: June 1 of each year) MH&A **Anticipated HSJCC Activities** Actual Pillar(s) this **Anticipated Outputs Actual Outputs** Outcomes (Name and Brief Description) Timeline **Outcomes** What is produced or What are the regional activity **Anticipated** (to be completed **Actual** Start and What is done to meet program (to be delivered resulting from or community effects / contributes **Budget** for annual **Budget** completed for objectives End Date reports) activities changes that occur as to annual reports) a result? (see page 1) Partners: CMHA ON, Fred Victor in all HSJCC projects Racialized Society, CAMH, Across Populations and Boundaries, CMHA Peel, CMHA Mental Health Court Diversion Toronto, AMHO, Working for Change, Women's Health in released in Women's Hands, PWLE, OPDI. November Think tank day held on January 7, 2019 in Toronto: 150 participants, presenters, panel & group discussions Court Diversion Project Report and corresponding webinar to be released 2019-2020 Q1 Data map of mental Increased insight into ☐ Pillar 1 April 1, Inventory of All anticipated 25. Human Services & Justice health, addictions and current gaps in the ☐ Pillar 2 2018 -**Data Project** human services outcomes met justice data repositories justice data landscape

with focus on

☐ Pillar 3

March 31,

and justice data

to date

TEMPLATE FOR WORKPLANS AND ANNUAL REPORT SUBMISSIONS Regional or Local HSJCC: Provincial Human Services and Justice Coordinating Committee 2018/2019 Work-plan **Annual Report Submissions WORKPLAN (Due: March 1 of each year)** (Due: June 1 of each year) MH&A Anticipated **HSJCC Activities** Actual Pillar(s) this **Anticipated Outputs Actual Outputs** Outcomes (Name and Brief Description) Timeline Outcomes What is produced or activity (to be completed **Actual** What are the regional **Anticipated** What is done to meet program Start and (to be delivered resulting from or community effects / **Budget** contributes for annual **Budget** completed for End Date objectives activities changes that occur as to reports) annual reports) a result? (see page 1) **Description:** This project will aim Dissemination of map to 2019 transitions in the justice repositories ⊠ Pillar 4 to identify, categorize and map system (sentencing, developed researchers and ☐ Pillar 5 release from custody. the data landscape for the justice policymakers in human sector. services and justice re-integration) sectors **Objectives:** Production of a clear Foundation for future picture and map of mental health, Dedicated issue project work that can addictions and justice data management session at seek to integrate justice data repositories in upcoming P-HSJCC repositories throughout Ontario. Ontario meeting Partners: Members from the former Mental Health and Webinar provided on mental health, addictions Addictions Leadership Advisory Council's Data & Performance and justice data in Fall Measurement Task Group 2017 26. Discharge from Distant ON HOLD ON HOLD Provide support to SolGen Improved outcomes for ☐ Pillar 1 April 1, **Court Protocol** on plan to spread/scale discharged populations 2018 -☐ Pillar 2 Red Bag Program following their release March 31. At the direction of ☐ Pillar 3 **Description:** Expansion of throughout Ontario via the SolGen, this from custody. 2019 ☑ Pillar 4 Discharge from Distant current Red Bag programs across project is ☐ Pillar 5 the province. Court Protocol currently on hold and SolGen has **Objectives:** Improved Future not convened the experiences and outcomes for implementation/evaluation partners iustice involved Ontarians by support TBD with SolGen regarding the

implementation of

the protocol

guaranteeing the provision of

essential belongings upon

TEMPLATE FOR WORKPLANS AND ANNUAL REPORT SUBMISSIONS										
Regional or Local HSJCC: Provincial Human Services and Justice Coordinating Committee 2018/2019 Work-plan										
WORKPLAN (Due: March 1 of each year)							Annual Report Submissions (Due: June 1 of each year)			
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget		
discharge from correctional facilities. Partners: SolGen, TBD.										
27. Aging Populations & the Justice System Project Description: This project will first identify key issues impacting ageing populations and their interaction with the justice system. Subsequently it will identify system solutions for addressing these identified solutions. Objectives: Expansion of HSJCC project work across the lifespan of Ontarians. Partners: CAMH, MOHLTC, SolGen, MAG, Ministry of Senior's Affairs, TBD.	Webinar delivered in Spring/Summer 2018 Relationship building for provincial, regional and local HSJCCs (e.g. long-term care homes) Production and dissemination in 2018/19 of a navigational guidebook, Older Adults and Adults with Age-Related Conditions and the Justice System Future work will be determined based on project identification by the P-HSJCC membership	Increased understanding of how mental health and addictions issues intersect with aging populations and their experiences in the justice system Increased collaboration and coordination between HSJCCs and key stakeholders	□ Pillar 1 □ Pillar 2 □ Pillar 3 ⊠ Pillar 4 □ Pillar 5	April 1, 2018 – March 31, 2019		Webinar provided June 21, 2018: Dementia and the Justice System Click here to view Work underway on navigational guidebook; expected completion and related knowledge exchange activities in 2019- 2020 Guidebook advisory group has met July 19, September 21, December 7, March 4, March 14; comprised of	All anticipated outcomes met to date			

TEMPLATE FOR WORKPLANS AND ANNUAL REPORT SUBMISSIONS Regional or Local HSJCC: Provincial Human Services and Justice Coordinating Committee 2018/2019 Work-plan **Annual Report Submissions** WORKPLAN (Due: March 1 of each year) (Due: June 1 of each year) MH&A **Anticipated HSJCC Activities** Actual Pillar(s) this **Anticipated Outputs** Outcomes **Actual Outputs** (Name and Brief Description) **Timeline Outcomes** What is produced or What are the regional activity **Anticipated** (to be completed Actual What is done to meet program Start and (to be delivered resulting from or community effects / contributes Budget for annual **Budget** objectives **End Date** completed for activities changes that occur as to reports) annual reports) a result? (see page 1) 34 members representing various HSJCCs. ministries and organizations working with older adults across the human services and justice sectors