



# Provincial Human Services and Justice Coordinating Committee Meeting Minutes

Date: November 20, 2018

## Co-Chairs, Policy Support, and HSJCC Secretariat

HSJCC Position	HSJCC Member	✓	R
Provincial Co-Chairs	Katie Almond	✓	
	Sharon Pitawanakwat	✓	
Policy Support (CMHA Ontario)	Christine Conrad	✓	
HSJCC Secretariat	Joseph Szamuhel, Project Manager	✓	
	Tasha Rennie, Communications & Engagement Officer	✓	
	Candace Vena, Network Coordinator	✓	
Web Support & CKE Committee Chair	Trevor Tymchuk	✓	

## Regional HSJCC Representatives (Voting Members)

HSJCC	Chair, Co-chairs and Delegate	✓	R
Hamilton/Niagara/Brant/Haldimand/Norfolk (LHIN 4)	Lori Dunne		R
Champlain Regional	Joan Garrow	✓	
Durham Regional	Christina Morino	✓	
Haliburton/Kawartha Lakes/Pine Ridge Regional	Jonathan Hewitt	✓	
Halton Regional	Meghan McNeil		R
North East Regional	Kerri Jeanveau	✓	
North West Regional	Mariah Maddock	✓	
	Sara Dias	✓	
Peel Regional	Shelly Schneider	✓	
Simcoe Muskoka	Mary Martin	✓	
	Jean-Marc Pelot	✓	
South East Regional HSJCC	Todd Marriner	✓	
South West Regional HSJCC	Noelle Brady	✓	
	Michele Murray Smith	✓	
Toronto Regional HSJCC	Steve Lurie		R
	Amber Kellen	✓	
Waterloo-Wellington Regional HSJCC	Joan Nandlal	✓	
	Brooke Young		R
York-South Simcoe Regional HSJCC	Andria Allen	✓	

## Ministry Representatives (Ex-Officio)

Ministry	Representative	✓	R
Correctional Service Canada	Jennifer Gravelle	✓	
Ministry of Children, Community and Social Services (MCCSS)	Peter Sampaio		R
	Farlon Rogers	✓	
	Katherine Kolodziej	✓	
	Sue Khowessah	✓	

Ministry of Community Safety and Correctional Services (MCSCS)	Anjelina Mattai	✓	
Ministry of Health and Long-Term Care (MOHLTC)	Dianna Cochrane	✓	
	Ruth Stoddart		R
Ministry of the Attorney General (MAG)	Dena Bonnet		R
	Eric Siebenmorgen	✓	

**Other Members (Ex-Officio)**

Other Members	Representative	✓	R
CMHA Ontario Division	Uppala Chandrasekera		R
Local Health Integration Network (LHIN) Representation	Mary Tasz		R
Community Networks of Specialized Care	Lisa Holmes		R
ConnexOntario	Brad Davey	✓	
Legal Aid Ontario	AJ Grant-Nicholson	✓	
Ontario Association of Chiefs of Police	Bill Chantler	✓	
Ontario Provincial Police	Lisa Longworth	✓	
Municipal Police	Angie McCollum		R
Forensic Directors Group	Michelle Davidson	✓	
Centre for Addiction and Mental Health	Marla Banning	✓	

**Summary of Action items from 20 November 2018**

1	The Executive Committee to revisit the action items highlighted in the visioning day report and determine how they can be incorporated into the development of the 2019-2022 Provincial HSJCC work plan.
2	Mariah to send the “Guidance on Information Sharing in Multi-Sectoral Risk Intervention Models” document developed by the MCSCS and the Office of the Information and Privacy Commissioner of Ontario (IPC) to the Secretariat. The Secretariat will then share this document with the PHSJCC and Justice Cole.
3	The Secretariat to add the issue of information flow between the courts (MAG) and corrections (MCSCS) as an item for further discussion to January’s PHSJCC meeting agenda.
4	The Secretariat to draft an introductory submission package for the new government and identify potential individuals to contact from each partner ministry.
5	Provincial HSJCC members will complete the priority setting exercise by December 14, 2018 and are encouraged to contact the Secretariat should they have any questions.
6	The Secretariat will update changes to the Terms of Reference.

Minutes from P-HSJCC Meeting of November 20 <sup>th</sup> 2018	
Item for Discussion	Discussion
<p>1) Welcome and Introductions</p> <ul style="list-style-type: none"> <li>• Opening Ceremony</li> </ul>	<p>The Co-Chairs welcomed Elder Jimmy Dick to perform an opening ceremony.</p> <p>The Co-Chairs welcomed PHSJCC members to the November 20, 2018 meeting which was followed by a roundtable of introductions.</p>
<p>2) Consent Agenda</p>	<p>The Provincial HSJCC membership reviewed the consent agenda for the meeting of November 20, 2018.</p> <p><b><u>MOTION:</u></b> Joan N. motioned to approve the consent agenda, Joan G. seconded. All in favour. No one opposed.</p>
<p>3) Results from the Visioning Day/Changes to the P-HSJCC Terms of Reference</p>	<p>Tasha presented on the feedback from the visioning day exercise and identified some common themes:</p> <ul style="list-style-type: none"> <li>• Simplifying and clarifying our objectives</li> <li>• Being more action oriented</li> <li>• Developing a strategic approach to government relations and provincial policy work</li> <li>• Continuing to make use of the Secretariat and improve connections and awareness of resources available</li> </ul> <p>This presentation helped to flow into the approval of edits to the Terms of Reference. These edits align with the feedback results from the visioning day.</p> <p>Some of the major changes to the Terms of Reference include:</p> <ul style="list-style-type: none"> <li>• Streamlining executive functions – replacing the Steering Committee with an Executive Committee that will meet on an ad hoc basis and only if deemed necessary by the Secretariat</li> <li>• Previous roles and responsibilities have been shifted from the Provincial Co-Chairs &amp; Steering Committee to the Secretariat. This will allow the Secretariat to better leverage their resources to do its network support and policy work on behalf of the PHSJCC.</li> </ul> <p><b>PHSJCC Member’s feedback on changes to the Terms of Reference:</b></p> <ul style="list-style-type: none"> <li>• Diana noted that in some areas of the Terms of Reference, it seems the Secretariat has too much power in making decisions without approving from the Executive Committee or Co-Chairs. This may just be a wording issue; however, we may want to include an introductory paragraph.</li> <li>• Joan G. noted that s. 10 (Issue Management Process) currently states that the Secretariat will direct the issues management, however this should be done by the PHSJCC table.</li> <li>• On page 21 – Joan noted that the PHSJCC does not create policy, therefore we may want to change the wording in this section to just reflect “submissions” rather than policy papers.</li> </ul>

Minutes from P-HSJCC Meeting of November 20 <sup>th</sup> 2018	
Item for Discussion	Discussion
	<ul style="list-style-type: none"> <li>Eric suggested we add a definition of what is considered a submission to avoid any further confusion. We can include an introduction section that defines what these papers/submissions are and how they align with the objectives of the HSJCC network.</li> <li>On page 8, s. 2.3 – There is reference to Knowledge Based Decision Making Framework Appendix I, however it is not currently attached.</li> <li>Joan G noted that under membership, it is not clear how a person with lived experience gets invited to the PHSJCC table/ how long of a term they will serve.</li> <li>In s. 3.23 – There is still mention of the steering committee – we will need to remove this</li> <li>Joan G. noted that it may be important to have the MOHLTC on the executive committee as they are the funder of the Provincial HSJCC. We can change this to “partner ministry representation as needed”</li> </ul> <p><b>MOTION:</b> Sara motioned to approve the Terms of Reference pending the final edits changes. Joan N. seconded. All in favour. No one opposed.</p> <p><b>ACTION:</b> The Secretariat will make the changes to the Terms of Reference.</p>
4) HSJCC Priority Setting Exercise	<ul style="list-style-type: none"> <li>Candace presented on the priority setting exercise and PHSJCC work plan development process.</li> <li>Regional HSJCCs and partner ministries/organizations were reminded to complete the priority setting exercise by <b>December 14<sup>th</sup></b>.</li> <li>The feedback received from the priority setting exercise will be presented to the PHSJCC at the January meeting. The table will then complete its own priority setting exercise by identifying its top priorities for the development of the 2019-2022 PHSJCC work plan.</li> <li>Mariah inquired as to whether the action items resulting from the visioning day exercise would be incorporated into the priority setting exercise.</li> <li>The PHSJCC agreed that the action items from the visioning day report would be reflected in the upcoming work plan cycle.</li> </ul> <p><b>ACTION:</b> Provincial HSJCC members will complete the priority setting exercise by December 14, 2018 and are encouraged to contact the Secretariat should they have any questions.</p>
5) Older Adults and the Justice System Project Update	<p>Christine provided an update on the status of older adults and the justice system project and presented the draft table of contents for the navigational guidebook:</p> <ul style="list-style-type: none"> <li>Members reviewed the draft table of contents approved by the project advisory committee and were asked to send any feedback and/or best practices to Christine by email at <a href="mailto:cconrad@ontario.cmha.ca">cconrad@ontario.cmha.ca</a></li> </ul>

**Minutes from P-HSJCC Meeting of November 20<sup>th</sup> 2018**

Item for Discussion	Discussion
	<ul style="list-style-type: none"> <li>• The Final draft is expected to be published by end of fiscal (March 2019)</li> <li>• Anjelina suggested someone from the external branch at MCSCS be a part of the Project Advisory Committee or at least be part of the review process once the first draft of the guidebook is completed. Christine to follow up with Anjelina.</li> </ul>
<p><b>6) Presentation from Ontario's Independent Reviewer</b></p>	<p>Katie introduced and welcome Justice David Cole to the PHSJCC.</p> <ul style="list-style-type: none"> <li>• Justice Cole provided some background information on the Christina Jahn settlement case and his role as the Independent Reviewer to review mentally ill cases and tackle issues surrounding the information flow at the provincial level.</li> <li>• Justice Cole noted that most provinces do not have policies surrounding court documentation for those serving provincial terms.</li> <li>• At the federal level, there is an obligation on CSC to collect documents from the courts, but at a Provincial level there no obligation on MCSCS to do so.</li> </ul> <p>Highlighting the results from the Jahn Consent Orders Survey:</p> <ul style="list-style-type: none"> <li>• Most probation officers agree that Court Liaison Offices (CLOs) are helpful, although not all of them have enough support. Most CLOs say they have limited access to certain information due to privacy legislation.</li> <li>• There is a lack of standardization across courts in Ontario with respect to judiciary committees which have Community Services Representation (established committees and their purpose are unique to specific court houses)</li> <li>• There is inconsistent access to documents across the province and as such, there needs to be a MOU between MAG AND MCSCS to get documentation particularly addressing mental health information.</li> <li>• Privacy considerations also need to be addressed. as it stands, it is the interpretation of the legislation that is the problem.</li> </ul> <p>The PHSJCC would like to table this as a future item for discussion.</p> <p><b>ACTION:</b> Mariah to send the “Guidance on Information Sharing in Multi-Sectoral Risk Intervention Models” document developed by the MCSCS and the Office of the Information and Privacy Commissioner of Ontario (IPC) to the Secretariat. The Secretariat will then share this document with the PHSJCC and Justice Cole.</p> <p><b>ACTION:</b> The Secretariat to add the issue of information flow between the courts (MAG) and corrections (MCSCS) as an item for further discussion to January’s PHSJCC meeting agenda.</p>

**Minutes from P-HSJCC Meeting of November 20<sup>th</sup> 2018**

Item for Discussion	Discussion		
7) P-HSJCC Introductory Submission to the New Government	<p>Christine asked the PHSJCC for feedback on how to approach the new government and introduce the HSJCC network.</p> <p><b>Feedback from the table:</b></p> <ul style="list-style-type: none"> <li>Joan G. suggested we present to government how we can help them (move their mandate forward) rather than asking what we want from them.</li> <li>Brad suggested we may want to target specific people i.e. Kim Moran (CMHO) chair of the Mental Health and Addictions subcommittee of the Premiere’s Council.</li> <li>We need to highlight that we are a network, working at many levels, emphasizing collaboration at regional and local tables.</li> <li>It is also important to note that the police are involved in our work.</li> <li>Trevor suggested we focus using examples of how our work leads to efficiencies and cost savings i.e. police-hospital transition framework</li> <li>Joan G. noted that if we are targeting each ministry partner at the table, our approach may be different for each ministry</li> <li>The Secretariat will share draft of the submission with the table as well as all potential individuals we plan on contacting from each ministry (ADMs, DMs etc.)</li> </ul> <p><b>ACTION:</b> The Secretariat to draft an introductory submission package for the new government and identify potential individuals to contact from each partner ministry.</p>		
8) Staffing Update	<ul style="list-style-type: none"> <li>Sharon will be stepping down at CMHA Thunder Bay and therefore will be stepping down as our PHSJCC CO-Chair.</li> <li>We are encouraging members of the table to think about their interest in stepping up as a Co-Chair. The Secretariat and Co-Chairs will work together to determine the nomination process for the January 2019 meeting.</li> </ul>		
<b>HSJCC Updates</b>			
9) Updates from Regional HSJCCs and Partners	<b>Regional HSJCC Representatives (Voting Members) *PHSJCC Steering Committee Member</b>		
	HSJCC	Person that provided update	Information Shared
	HNBHN	Trevor	<ul style="list-style-type: none"> <li>Want to set up a shelter bed registry for Hamilton.</li> <li>Now have Health Links sitting at the Regional table.</li> </ul>
	Champlain	Joan G.	<ul style="list-style-type: none"> <li>MEP with Support of Secretariat a few weeks back with great turnout and participation.</li> </ul>

Minutes from P-HSJCC Meeting of November 20<sup>th</sup> 2018

Item for Discussion	Discussion		
			<ul style="list-style-type: none"> <li>Experiencing challenges with where to host meeting. If they don't host at court house, they lose their justice partners at the table.</li> </ul>
	Durham	Christina	<ul style="list-style-type: none"> <li>Reviewing ToR – using visioning results to help in this process</li> <li>Ongoing challenges with engaging with police.</li> </ul>
	HKPR	Jonathan	<ul style="list-style-type: none"> <li>Named a new co-chair – Thomas Jones from Ross Memorial Hospital</li> <li>Identified next research project focusing on transportation issues as well as a housing project</li> <li>Challenges for local in getting bogged down in housing projects – duplicating some of the work</li> </ul>
	North East	Kerri	<ul style="list-style-type: none"> <li>Just had MEP session with Secretariat a few weeks ago. Finally sat after not meeting for over a year.</li> <li>Challenges included getting local tables to sit. Also looking at getting Ministry representation to the table.</li> </ul>
	North West		<ul style="list-style-type: none"> <li>Next meeting a rep from MCSCS will be presenting on Bill 175</li> <li>Success - received Mayor's Community Safety Award</li> <li>Been using Adobe Connect for NWCOR meeting and has been very Successful – creates new efficiencies for meetings</li> <li>New situation table expected to launch</li> <li>Looking for processes, lessons learned etc. for apprehensions under s. 17 of s. 17 the MHA for remote communities – no ministerial direction on who is responsible for transporting an individual to a Schedule 1 facility.</li> </ul>
	Peel	Shelly	<ul style="list-style-type: none"> <li>A lot of new individuals into the membership – trying to revisit their purpose.</li> <li>Recent successes of a navigation tool for MHA through Brampton Court. Plan to have focus group to get feedback on the tool.</li> <li>MOU and working protocol with OPP. Also doing this with Peel Regional Police and pre-charge diversion.</li> <li>Challenges include finding the right location for meetings.</li> </ul>
	Simcoe Muskoka	Mary & Jean-Marc	<ul style="list-style-type: none"> <li>Success – changed meeting format to one meeting with regional and all locals at the table. Also a challenge as everyone has to table to Barrie</li> </ul>

Minutes from P-HSJCC Meeting of November 20<sup>th</sup> 2018

Item for Discussion	Discussion		
			<ul style="list-style-type: none"> <li>• Subcommittee work on their regional conference</li> <li>• Had enough funding so that all 4 locals could all work on their own Projects</li> <li>• Now have a drug treatment court up and running.</li> </ul>
	South East	Todd	<ul style="list-style-type: none"> <li>• Holding a MEP session in April with the Secretariat.</li> <li>• Lanark county situation table had an expert update last week. OPP came to remind everyone why they are there – well received and very engaging</li> <li>• LC OPP successful in receiving Proceeds of Crime grant – have now embed a full time Nursing position at OPP in Perth – can do mental health assessments at the time of contact.</li> <li>• Local Smith Falls police received funding to look at part time position as well. Challenges with this will be measuring outcomes.</li> <li>• Court diversion support workers have recommitted to coming together for regular meetings. Looking at whether they need to be concerned with inconsistencies in court diversion practices.</li> </ul>
	South West	Michelle	<ul style="list-style-type: none"> <li>• New to the table. Regionally having a challenge – a lot of members have moved on to other positions, roles. Trying to figure out who their members are.</li> <li>• London’s Situation Table going to be doing a year in review in Jan.</li> <li>• Looking forward to doing training in substance use and psychosis – going to try to do that in video</li> </ul>
	Downtown Toronto	Katie	<ul style="list-style-type: none"> <li>• Fair number of webinars between all of the locals</li> <li>• Challenges – there are not enough available detox beds and safe beds</li> <li>• Looking to move towards the NW’s approach to situation tables</li> </ul>
	Waterloo Wellington	Joan N.	<ul style="list-style-type: none"> <li>• Updated ToR – just one regional table now. Indigenous leaders coming to the table.</li> <li>• Group had flagged the aging adults and justice system as an area of Interest for their region. Will look forward to seeing the finalized Guidebook.</li> </ul>
	York South Simcoe	Andria	<ul style="list-style-type: none"> <li>• Just had their Conference on Opioid Crisis – Joe Roberts was a Speaker. A third of the participants were police.</li> </ul>



Minutes from P-HSJCC Meeting of November 20<sup>th</sup> 2018

Item for Discussion	Discussion		
			<ul style="list-style-type: none"> <li>• New to CMHA and the HSJCC table. Have a Crown Attorney that will Co-Chair with Andria.</li> <li>• In the process of getting to know the key players and who's at the table.</li> </ul>
	Ministry Representatives (Ex-Officio)		
	Ministry	Person that gave update	Information Shared
MCSCS		Sue	<ul style="list-style-type: none"> <li>• Divisions are undergoing a reorganization. They now have a new Minister – Sylvia Jones.</li> <li>• There has been a lot of reform to language etc.</li> </ul>
MOHLTC		Dianna	<ul style="list-style-type: none"> <li>• Also have undergone a lot of reorganization.</li> <li>• No longer under a MHA Branch. Now under Community Mental Health and French Languages Division.</li> <li>• Youth mental health as shifted over to health, however youth justice and mental health that goes with it stays at MCCSS.</li> <li>• Mental Health and Justice and Forensics are really a focus.</li> </ul>
MAG		Eric	<ul style="list-style-type: none"> <li>• Same Deputy Minister as before. Criminal Law Division does not experience a lot of change.</li> <li>• There is private members bill that just passed 3<sup>rd</sup> reading – amends a subsection of Criminal Code affecting mental health issues. The section reads that a pre-sentence report must include any aspect of the offender's mental condition or any supports that are available .</li> </ul>
	Other Members (Ex-Officio) *PHSJCC Steering Committee Member		
	Other Members	Person that gave update	Information Shared
ConnexOntario		Brad	<ul style="list-style-type: none"> <li>• New database is now a year old – get email with all contact Information.</li> </ul>
Legal Aid Ontario		A.J.	<ul style="list-style-type: none"> <li>• Continuing the path of enhancing mental health legal services</li> <li>• Just had family law mental health training day</li> <li>• Working on developing criminal law mental health subpanel</li> </ul>

**Minutes from P-HSJCC Meeting of November 20<sup>th</sup> 2018**

Item for Discussion	Discussion		
			<ul style="list-style-type: none"> <li>Working on developing new requirements for legal aid lawyers that have clients with mental health issues</li> </ul>
	OACP	Bill	<ul style="list-style-type: none"> <li>Two items of concern for their justice committee: police hospital transition framework and community justice centres</li> </ul>
	OPP	Lisa	<ul style="list-style-type: none"> <li>Rolling out train the trainer program for mental health</li> <li>Implementing mental health first aid for police – worked with MHCC</li> <li>Restructured things under victim response services</li> <li>Looking on a project to collect some data for police and hospitals</li> <li>Rolling out an addendum that it will be expected that a police officer will sit on every regional and local HSJCC.</li> <li>Looking at bringing together MHA LHIN Leads and superintendents to discuss security, risk, etc. in hospitals – cost savings and efficiencies</li> </ul>
	Forensic Directors Group	Michele	<ul style="list-style-type: none"> <li>Moving forward with formalization of group to become formal Association</li> <li>Reorganization at Ministry has affected their group – more resources for forensics</li> </ul>
	CAMH	Marla	<ul style="list-style-type: none"> <li>YWHO launched in June, but money just came through a few weeks ago. There are now nine sites in total.</li> <li>Great opportunity for intersections with justice. In Niagara they are split into 3 sites.</li> <li>Work with youth around the program Intersections – continue to grow and move across Ontario.</li> <li>Work with youth court screening is also moving forward.</li> </ul>
<p><b>11) Meeting adjournment</b>  <b>Next Meeting:</b> Tuesday, November 20, 2018, 9:30am-2:30pm   <b>Location:</b> 180 Dundas St. W, 19th floor boardroom</p>	<p>The Secretariat to send out an evaluation survey for this meeting.</p> <p>The next Provincial HSJCC meeting will be held on January 15<sup>th</sup>, 2019.</p> <p>The Provincial HSJCC meeting of November 20<sup>th</sup>, 2018 adjourned at approximately 1:40pm.</p>		