

## Provincial Human Services and Justice Coordinating Committee Meeting Minutes

Date: November 13, 2012 Time: 9:30pm - 2:30pm

	Regional HSJCC Reps (Voting Members)	Ministry Reps (Ex-Officio)	Other Members (Ex-Officio)
Present	Katie Almond – Co-chair (Toronto Region) George Kurzawa (Niagara Region) Heather Callender (South West Region) Lloyd Bowers (Halton Region) Rob Adams (Durham Region) Trevor Tymchuk (North East Region) Joan Dervin (Champlain Region) Liisa Leskowski (North West Region) Sharon Deally-Grzybowski (Waterloo-Wellington Region) Sandie Leith (North East Region) Michael Dunn (Simcoe County Region) Judy Alton (Simcoe County Region)	Brian Smegal (MCYS) Chris Higgins (MOHLTC) Sheri Weisberg (MOHLTC) Sue Khowessah (MCSCS) Jennifer Gravelle (Corrections Canada) Maura Jette (MAG)	Marnie McDermott (Community Network of Specialized Care) Michelle Gold (CMHA Ontario) Uppala Chandrasekera (CMHA Ontario) Kelly Downs (CMHA Ontario)
Regrets	Vicky Huehn – Co-chair (South East Region) Courtenay McGlashen (Peel Region) Steve Lurie (Toronto Region) Carol Donaldson (York-South Simcoe Region) Renee Rerup (York-South Simcoe Region) Martina Piccinin (HKPR Region)	Mandeep Flora (MCSS) Marie Fitzgerald (MCSCS) Reshmi Majumder (MCSS) Thanusha Kayilasanathan (MCYS)	Brad Davey (CONNEX) John Pare (OACP)
Guests	N/A		

	Item for Discussion	Discussion	Action & Persons Responsible
1)	Welcome and Introductions	Katie welcomed everyone to the meeting.	
2)	Approval of the September 20, 2012 minutes	Amendments to the minutes:  In regard to the HSJCC Annual Report, there are still some updates outstanding.	Motion made by Joan Dervin and seconded by Sandie Leith to approve the minutes of the September 20, 2012 PHSJCC meeting with amendments. Carried.
3)	Provincial HSJCC business:	Nominations for new PHSJCC Co-Chair:  •Katie asked for nominations for the PHSJCC Co-chair position.  •Sandie Leith stepped forward to become the co-chair for a two-year period. No other nominations were made.  •Transition to new co-chair will occur in January.	Motion made by Trevor Tymchuk and seconded by Joan Dervin to appoint Sandie Leith as the PHSJCC Co-chair as of January 2013. Carried.
		Update from Conference Committee:  •There was no report at the meeting.  •The conference will take place that the Toronto Eaton's Centre Sheraton Hotel, and the theme will be "from youth to seniors."  Update from Communications & Knowledge Transfer Committee:	A conference committee report will be circulated by email.
		<ul> <li>Nine hundred newsletters were sent out from the Communications &amp; Knowledge Transfer Committee email address. The Government of Ontario server blocked the email, but the issue was rectified.</li> <li>Half of the membership lists have been collected, but some addresses are out of date.</li> </ul>	
		<ul> <li>There is currently not a place where people can subscribe to the newsletter, but there is hope that this will be a part of the website redesign work.</li> <li>The importance of updated membership lists was discussed at length.</li> </ul>	
		Update on HSJCC Membership Database project:  •A template for the database has been created. Brad Davey of Connex has been asked to send the PHSJCC details on the benefits and the full costs of expanding licensing to the SharePoint software before any decisions are made on next steps.	

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	•For the time being, CMHA Ontario will collect membership lists on behalf of the PHSJCC. Uppala and Kelly will send out the Excel template for the membership lists. All Regional and Local HSJCCs are requested to submit their membership lists to Uppala and Kelly by December 7 <sup>th</sup> . The final membership lists are due to MOHLTC on December 15 <sup>th</sup> .	All Regional and Local HSJCCs are requested to submit their membership lists to Uppala and Kelly by December 7 <sup>th</sup> .
	<ul> <li>Update on Police-ER project:</li> <li>Two working group meetings have occurred. There has been so much interest in this project that working group membership had to be closed. So as not to lose the input of those interested, a review panel has been established.</li> <li>The project will include a call for information that includes key questions determined by the project members and the Interministerial Directors Group (IDG).</li> <li>The call for information will be sent out by December 1st and by mid-January will collate the information. Key informant interviews may also take place if appropriate.</li> </ul>	
	<ul> <li>Update on EENet Community of Interest (COI):</li> <li>PHJCC received a grant for \$4500 and the support of Cathy Thompson, EENet Knowledge Broker.</li> <li>Cathy Thompson handed out a synopsis on the other COI projects that were approved for funding.</li> <li>The PHSJCC COI will be developing two webinars on evidence-based practices (one on Corrections Info Guide and one on the Police-ER Project) and enhancing the Provincial HSJCC website.</li> <li>There is another COI that concentrates on ER issues that will include a forum to which the Provincial HSJCC has been invited to speak.</li> </ul>	A Working Group was formed to support the COI including Heather Callendar, Trevor Tymchuk, and Uppala Chandrasekera. Anyone else interested in joining the Working Group, please email Uppala.
	Update on discussions with CAMH re: justice service collaboratives  •A job description has been drafted for a coordinator position for the justice collaboratives. An agreement that the coordinator will be seconded to the HSJCC has been established. It is being posted internally at CAMH. If no one is selected internally, it will be posted throughout the PHSJCC.	The responses from the service collaborative survey will be posted on the HSJCC website.

Item for Discussion	Discussion	Action & Persons Responsible
4) Provincial HSJCC	Review and approve Terms of Reference	The Steering Committee will
Restructuring discussion	•There was debate about whether the zones were an appropriate	review and update the Terms of
	way of determining membership to the Council, which will	Reference with regard to the
	replace the Steering Committee.	stated concerns and suggestions
		and will bring back some options
	•This new composition of the Council was applied to allow for	for consideration at the next
	more input from each zone, increasing the group from 4 to 9	meeting.
	members from the HSJCC and including one rep from each	
	Ministry. Some felt that the zones would not allow the concerns	
	of some of the regions to be heard. Suggestion made that the	
	zones be removed entirely and instead, the Council be made up of a minimum of seven representatives or a maximum of nine	
	from the Regional HSJCC reps.	
	nom the regional ribboo reps.	
	•There was also discussion about the addition of the Local	
	HSJCC membership representation at the table. The rationale	
	behind including the Local HSJCCs was to increase the	
	communication at the local level. Concerns were shared that	
	adding the Local HSJCCs would make the table too large and	
	unmanageable. There was also a lack of clarity around funding	
	required to bring the Local HSJCCs to the table.	
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	•There were also concerns regarding the frequency of PHSJCC	
	meetings. Suggestions made include that the current	
	membership as it stands today meet 4 times a year and the first half of the meeting would include all business that needs to be	
	discussed, and the second half will be opened up to the full	
	membership and any new "associate members" that would like	
	to join.	
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	Update on funding request for Secretariat	
	•The funding request has been sent to MOHLTC and the IDG and	
	MOHLTC confirmed that the request is under review.	
5) Priof undates from Degistral	Konora area has been truing to get in a montal health accord. These	Undates from Posicas I US ICCs
5) Brief updates from Regional HSJCCs and Ministries	Kenora area has been trying to get in a mental health court. They are looking for some accountability around service enhancement	Updates from Regional HSJCCs and Ministries will be sent to Katie
1 100003 and will list les	dollars. The dollars were put into an agency's budget instead of	Almond and will be sent out to the
	being used for their intended function. Liisa will contact Sheri	membership.
	regarding this issue.	

	Item for Discussion Discussion Action & Persons Responsible		
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6)	Presentation on Service Collaboratives	<ul> <li>Rob Moore from CAMH presented on the Service Collaboratives.</li> <li>4 of the 18 Service Collaboratives will be focused on justice issues, 3 on youth and 1 on adults.</li> <li>Two justice collaborative locations have been selected for 2012 (Toronto and Ottawa), and the remaining two will be announced in 2013.</li> <li>Justice collaboratives will work in alignment with the HSJCCs.</li> </ul>	
7)	In camera meeting for Provincial HSJCC members (excluding ex-officio reps)	No in-camera meeting was required.	
8)	Confirm Next Meeting Dates: January 16, 2013	Possible dates for March: 18th, 19th or 20th Possible dates for May: 13th, 14th or 15th	Kelly will email Brian to inquire about availability of the space at MCYS and send out a meeting request to the PHSJCC for the March and May dates.
9)	Meeting adjournment	The meeting was adjourned at 2:34pm.	