



## Provincial Human Services and Justice Coordinating Committee Meeting Minutes

**Date: January 16, 2013 Time: 9:30pm – 2:30pm**

	<b>Regional HSJCC Reps (Voting Members)</b>	<b>Ministry Reps (Ex-Officio)</b>	<b>Other Members (Ex-Officio)</b>
<b>Present</b>	Katie Almond – Co-chair (Toronto Region) Heather Callender (South West Region) Lloyd Bowers (Halton 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) Judy Alton (Simcoe County Region) Vicky Huehn – Co-chair (South East Region) Steve Lurie (Toronto Region) Martina Piccinin (HKPR Region) Phil Lillie (Durham Region) Domenica Dileo (Toronto Region)	Chris Higgins (MOHLTC) Sheri Weisberg (MOHLTC) Sue Khowessah (MCSCS) Jennifer Gravelle (Corrections Canada) Maura Jette (MAG) Courtney Edmundson (MCYS) Rhonda Frank (MCSCS)	Marnie McDermott (Community Network of Specialized Care) Michelle Gold (CMHA Ontario) Uppala Chandrasekera (CMHA Ontario) Kelly Downs (CMHA Ontario) John Pare (OACP)
<b>Regrets</b>	Rob Adams (Durham Region) Michael Dunn (Simcoe County Region) Courtenay McGlashen (Peel Region) Renee Rerup (York-South Simcoe Region)	Brian Smegal (MCYS) Mandeep Flora (MCSS) Marie Fitzgerald (MCSCS) Reshmi Majumder (MCSS) Thanusha Kayilasanathan (MCYS)	Brad Davey (CONNEX)
<b>Guests</b>	Cathy Thompson (CAMH)		

Item for Discussion	Discussion	Action & Persons Responsible
1) Welcome and Introductions	Vicky welcomed everyone to the meeting. All attendees were introduced.	
2) Review and approval of November 13, 2012 minutes	The minutes of the November 13, 2012 meeting were reviewed and approved as presented.	Motion to approve minutes of the November 13, 2012 meeting by Heather Callender and seconded by Liisa Leskowski. Carried.
3) Provincial HSJCC business:	<p>a) Update from Conference Committee</p> <ul style="list-style-type: none"> <li>• The hotel is booked for: Monday November 25<sup>th</sup> (Full day conference with a 4:30-5:30pm Reception immediately following last workshop/keynote) Tuesday, November 26<sup>th</sup> (Full day conference) - maybe some local activities planned or suggested Wednesday, November 27<sup>th</sup> (Half Day Conference)</li> <li>• We have to fill 357 rooms (we filled 377 last conference). Internet is not going to be an issue this time - no charge. Parking is reduced to 15.00 (was 12 previously - lowest they could negotiate this time).</li> <li>• Sponsorships from last conference - \$24,000 - solicitation should be done through Steering Committee and entire Provincial HSJCC table. Last conference, we had Ministry of Health &amp; Long Term Care \$12,000.00 and \$3,000 from the following: Janssen Pharmaceuticals, Ministry of Youth, Ministry of Community &amp; Social Services and Ministry of Attorney General.</li> <li>• Without sponsorships, regular registrants would need to help finance any lower registration rates for students, presenters, people with lived experience or family members</li> <li>• We have 6 Possible Keynotes: Wayne Hammond (Transitional Youth Focus) - Available and interested Jean Guy Gagnon (Forensic Psychiatry) - Available and interested Hugh Russell (Communications) Dr. Marie France Tourigny Rivard (Geriatric) Judge Scheider (Consent/Capacity) - Available and</li> </ul>	<p>Regional chairs will survey their local environment to determine what kind of attendance can be expected and whether any sponsorship opportunities might exist for the conference.</p> <p>The committee will approach the Ministry of Health to see if student tickets can be subsidized.</p> <p>The committee will also contact previous funders to ask for sponsorship.</p> <p>For those wanting to join the conference committee, please contact Vicky.</p>

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	<p>interested Judge Morten (Eliminate racial stereotypes - opportunities for rehabilitation)</p> <ul style="list-style-type: none"> <li>• The title of the conference is: New Realities: The Changing World from Youth to Elderly in Human Services and Justice</li> <li>• Call for Abstracts Update (Volunteer team - Joan Dervin, Paul Secord, Shelley Passfield and Melanie Lumsden). Release date January 24<sup>th</sup> at the latest. Return date April 5<sup>th</sup>, 2013. Confirmations by April 26<sup>th</sup>, 2013. Website registration: May 1<sup>st</sup> 2013</li> <li>• Conference Streams (Approved): <ul style="list-style-type: none"> <li>○ Concurrent Disorders/Developmental Disabilities</li> <li>○ Aboriginal / Culture Perspectives</li> <li>○ Family / People with Lived Experience</li> <li>○ Forensic</li> <li>○ Self Care / Wellness</li> <li>○ Seniors</li> <li>○ Youth - Social Media / Bullying / Suicide</li> <li>○ Veterans / Post Traumatic</li> </ul> </li> <li>• Networking Sessions was one of the requests from the last conference. Anyone interested in a networking session needs to contact Vicky and be have suggestions on leadership for such a group.</li> </ul> <p>b) Update from Communications &amp; Knowledge Transfer Committee</p> <ul style="list-style-type: none"> <li>• The SharePoint collaboration software was discussed. The start-up costs \$21,000. Connex said that there is no other cost beyond this, and if there is, it will be absorbed by Connex. There is no limit to the number of users allowed to access the software. Trevor endorsed the adoption of SharePoint by the PHSJCC.</li> <li>• The Forensic Group has an evidence-based practice which uses SharePoint. They find it useful.</li> <li>• One flag: Connex does not recommend the online meeting portion, although the Forensic Group uses it often and has no issue.</li> <li>• The HSJCC intends to use SharePoint to maintain the membership database, share documents, and edit and comment on documents. There is much more that it offers.</li> </ul>	<p>The committee will connect with Rob Moore to see if CAMH would like to be involved.</p>

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	<ul style="list-style-type: none"> <li>• Trevor recommended that we request documentation that specifies the Provincial HSJCC as the owners of the license. The website is owned by Connex. An MOU between Connex and PHSJCC is suggested.</li> <li>• Trevor expressed concern that that the Globe and Mail and the Star are now charging for online use of their papers.</li> </ul> <p>c) Update on HSJCC Membership Database project</p> <ul style="list-style-type: none"> <li>• Request was sent out after the PHSJCC meeting in November for all Regional and Local Committees to submit their membership lists.</li> <li>• We received many responses, although there are still 8 outstanding committees that have not yet submitted their lists.</li> <li>• Trevor will put the final membership list on to the website.</li> </ul> <p>d) Update on Police-ER Protocol Project</p> <ul style="list-style-type: none"> <li>• There has been much interest in this project from the policing sector – we have received calls from police services in Calgary and Halifax asking to share the final report when it's completed.</li> <li>• There are 18 people on the Advisory Committee, which includes 7 police officers from Guelph Police, Ottawa Police, OPP, Durham Police, Waterloo Regional Police, Toronto Police and London Police.</li> <li>• In December, a call for information was sent out to gather existing police-emergency room protocols. So far, over 70 responses including 63 completed surveys have been submitted.</li> <li>• The deadline for submissions is extended to Thursday, January 31<sup>st</sup>.</li> <li>• The group will produce an Information Guide that summarizes best practices, obstacles, successes, etc., and will include two or three protocols that have proven effectiveness in a range of environments (i.e., rural vs. urban, large communities vs. small ones, etc.)</li> </ul>	<p>CMHA Ontario will share its license for the Globe and Mail with the Provincial HSJCC.</p> <p>Regional chairs will review and send any corrections to Kelly at kdowns@ontario.cmha.ca. Any updates should also be sent to Kelly.</p> <p>The table was asked to encourage Local and Regional Committees to respond to the call for information by Jan 31<sup>st</sup>.</p>

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	<p>e) Update on EENet Community of Interest (Col)</p> <ul style="list-style-type: none"> <li>• The first webinar of the HSJCC Col is next Tuesday, Jan 22<sup>nd</sup> on how to enhance communication with correctional facilities (based on last year's Corrections Info Guide)</li> <li>• The webinar is sold out. 130 people have registered and another 30 people are on the waitlist. Those on the waitlist will receive an electronic copy of the webinar (video). 415 page views were recorded.</li> <li>• HSJCC Col is working with Connex Ontario to redesign our website, hope to have it completed by March 31<sup>st</sup></li> <li>• A second webinar will be focused on the Police-ER Protocols project and will be held sometime in March</li> </ul> <p>f) Update on discussions with CAMH re: justice service collaboratives</p> <ul style="list-style-type: none"> <li>• There are now 4 specific justice collaboratives: three on children and one adult. Toronto and Ottawa were announced as the sites of the first two collaboratives at the meeting in September.</li> <li>• A coordinator will be hired who will have a formal linkage with the HSJCC. The job description went out in November. A joint panel that includes HSJCC members will interview three candidates.</li> <li>• Vicky thanked CMHA Ontario and CAMH for making this partnership happen.</li> </ul>	
<p>4) Provincial HSJCC Restructuring discussion:</p>	<p>Review and endorse Terms of Reference:</p> <ul style="list-style-type: none"> <li>• Vicky gave a brief history of the development of the Terms of Reference: <ul style="list-style-type: none"> <li>○ The Terms of Reference were reviewed so that time is better used, and members and other organizations/groups who would like to participate at the Provincial table are engaged.</li> <li>○ In May, there was another discussion envisioning the new</li> </ul> </li> </ul>	<p>The group would like the minutes distributed in a timely manner.</p> <p>The group also requested a list of action items for the Regional Committees to receive directly after the meeting with a brief meeting summary in a communiqué.</p>

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	<p>direction. The Steering Committee was changed into the Council which made it bigger, more Working Groups were added, and a Secretariat was created. 12 Regions agreed with the direction.</p> <p>The members of the Provincial HSJCC want to move ahead with the Secretariat and the Working Groups. The group will review the new Terms of Reference to determine what elements should be maintained:</p> <ul style="list-style-type: none"> <li>• The Provincial HSJCC would like the members at the Provincial table to stay the same, or become even more inclusive. The group will meet four times a year at a minimum.</li> <li>• Updates are felt to be an important portion of the meeting and should be retained.</li> <li>• A meeting of the entire membership should meet once every two years - a session at the conference for one representative from each local, for instance.</li> <li>• Regional and Local Committee to be engaged more.</li> <li>• The mailing list expands our reach in soliciting assistance with Working Groups.</li> <li>• CKT and webinars are a better way to work. PHSJCC must find ways to communicate what is going on at the Provincial HSJCC table.</li> <li>• Community of Practice model to connect everyone in the Network.</li> <li>• EENet are looking at a way to connect to communities of practice.</li> </ul>	<p>Minutes of Regional and Local HSJCC meetings are to be emailed to Trevor.</p> <p>A motion was made proposing that the ToR be reviewed and amended by the Steering Committee to reflect recent discussions and to be presented for approval at the next meeting by Steve Lurie, and seconded by Judy Alton. Carried.</p> <p>Cathy will keep the table informed on EENet's progress on finding ways to connect communities of practice.</p>
<p>5) Brief Updates from Regional HSJCCs and Ministries:</p> <ul style="list-style-type: none"> <li>• Regional HSJCCs</li> <li>• MAG, MCSCS, MCSS, MOHLTC</li> <li>• OPP, Corrections Canada, CMHA Ontario, Forensic Directors Group</li> </ul>	<p>Durham Region:</p> <ul style="list-style-type: none"> <li>• Conference, Tuesday March 7th, 2013 called Cyber, which will include discussions about online gambling.</li> <li>• A presentation occurred with District Crown Attorney in regard to seniors. Durham Region will be asking Provincial table for assistance in this area.</li> </ul> <p>Corrections:</p> <ul style="list-style-type: none"> <li>• Having difficulty with elderly. Statutory release date is a problem. Only residence is hospital or but neither will take</li> </ul>	<p>Phil will email the notice to Trevor.</p>

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	<p>offenders. Can we get nursing homes to accept these people?</p> <ul style="list-style-type: none"> <li>• Another issue experienced in Toronto is that some clients who do have housing and support are often being targeted by other clients that use their homes as a place to use drugs. Sometimes they are also abused, or taken advantage of women involved in street culture.</li> </ul> <p>Central South Region:</p> <ul style="list-style-type: none"> <li>• Sponsoring one day event "Mental Health and the Law 101 March 8/13</li> <li>• Sponsored Vicarious Workshop which was very well attended, 80 on wait list that could not attend. This was held Oct. 11/12</li> <li>• George Kurzawa has stepped down as Regional Chair, Terry McGurk Coast Hamilton St. Joseph's Healthcare is not Regional Chair for Central South</li> <li>• Beth Anne Currie continues her work on Court Support/Court Diversion Evaluation, she presented her update on her research, attended Special Needs Offender Conference in Ottawa in August 2012 and reported back on the conference. An online survey that she developed was forwarded to all HSJCC for participation and feedback. Response has been good</li> <li>• Haldimand Local HSJCC has received a \$1000.00 grant from the Law Society.</li> <li>• ER Protocols-Police presentation given today at PHSJCC, strategies shared on how St. Joe's Hamilton has reduced wait times for police officer, goal is 60 minutes or less.</li> <li>• Exploring what are the local committees doing to accommodate offenders who have an addiction issue and are released with little housing options.</li> </ul> <p>Waterloo-Wellington Regional:</p> <ul style="list-style-type: none"> <li>• Kitchener - cases coming through the system from nursing homes who charge clients with crimes to get them out of the homes.</li> <li>• Waterloo Justice Booklets - Wellington area has asked to "steal" the template. Sharon distributed some booklets to the group.</li> <li>• Drug Treatment Court will be opening in Guelph based on the London model.</li> </ul>	<p>Sharon will write a short piece on this project for the newsletter.</p>

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	<ul style="list-style-type: none"> <li>• Cambridge HSJCC and Kitchener HSJCC are discussing amalgamation as a mental health court is opening in Cambridge and all resources for the region will come out of there.</li> <li>• Developmental and ABI are a focus.</li> </ul> <p>North East Region:</p> <ul style="list-style-type: none"> <li>• The new crown, Dana Peterson, of community court in Algoma was concerned about people who commit minor offences in hospital and are being charged. She wants to know why this is happening. Most felt it had to do with setting boundaries about what is acceptable to mitigate such behaviour (and has been an effective). The crown receives a brief summary of the specific offence but don't see that this is the fifth time this behaviour occurs, for instance. Background information would be helpful. Violence in the Workplace legislation has affected these kind of situations.</li> <li>• NE had a joint meeting of Local and Regional Committees. The results were mixed, but helpful for knowledge sharing.</li> <li>• In regard to the Ashley Smith case, there was difficulty with people determining what aspects of her experience was behavioural, developmental, etc. The resources don't exist locally to deal with situations such as these. What do we do?</li> <li>• Marnie suggested that a mobile resource system may have be helpful in such situations. The time frame is one to five years.</li> <li>• Trevor will give Uppala some high-level decision made in this areas.</li> <li>• There was a joint meeting of the regional and local HSJCC's on November 20, held by videoconference. It was the first time we've tried to bring together all the committees, as a way to meet each other and learn about what each committee has been involved with. We were pleased to have the CEO of the North East LHIN attend to show their support for the work of the HSJCC's. We may attempt to have another meeting like this in the fall.</li> <li>• The devolution of the Northern Shores HSJCC into three separate committees, one for each District - Parry Sound, Nipissing, and Temiskaming, is a work in progress. The people involved with the old committee were quite happy</li> </ul>	<p>Marnie will connect with Sandie on this issue.</p>

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	<p>that the provincial HSJCC agreed with the plan, and are in the process of recruiting members for the new committees.</p> <ul style="list-style-type: none"> <li>• There was a lively discussion at the Algoma District HSJCC, regarding the laying of charges for minor offenses in the hospital. The new Crown handling the Community Court in Sault Ste Marie was unsure of the reason for charging people for offenses of a nature that would not bring charges if they occurred in any other setting. The Crown, in essence, wanted to know what the purpose was, when it was clear that there would be no penalty. The consensus of front line workers, among others, was that it was a matter of setting boundaries with patients, and that if they crossed that line, despite warnings, that they had no choice but to call police and charge them, otherwise the behaviour would continue, or even escalate. Some also felt that simply having the police involved and a charge being laid and pursued, has value as a deterrent, even if there are no judicial sanctions. In the discussion, it was also learned that the summary that the Crown receives usually simply states the offense that brought the charge, but that there was rarely anything that indicated that the offending behaviour was part of a pattern. The Crown has suggested that when charges are laid, that hospital staff should ensure that the Crown receives written reports from hospital staff that detail the behaviour issues that took place prior to the behaviour that resulted in the charge.</li> <li>• At the December 2012 meeting of the Regional HSJCC, Sandie Leith ended her term as co-chair, after having chaired the committee since its' inception. The regional committee wishes her the best as she begins her term as Provincial co-chair. Currently the regional co-chair position is vacant.</li> </ul> <p>Toronto Region:</p> <ul style="list-style-type: none"> <li>• Scarborough group did work on seniors. There is a lack of supports with people with certain conditions. One positive note is that all across the province behavioural supports have been funded.</li> <li>• In Hamilton, Terry mentioned that BSO outreach is</li> </ul>	<p>Enumerated the outcomes and evidence coming out of Mental Health Courts</p> <p>Domenica Dileo will follow-up on the symposium slide deck which will be uploaded to the P-HSJCC website.</p> <ul style="list-style-type: none"> <li>• More time will be allotted on future agendas for this updates.</li> </ul>

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	<p>working with these people.</p> <ul style="list-style-type: none"> <li>• EnAbling Change is a project initiated by MAG to reduce stigma and determine how to respond to certain situations. Context-based information is most effective and necessary. Uppala is assisting with the needs assessment from which the curriculum will be designed.</li> <li>• The Toronto Regional locals have been meeting regularly.</li> <li>• Scarborough-HSJCC had a successful symposium on November 8 2012. The topic was “Emerging Issues In Our Aging Population: A Discussion of Legal and Mental Health Issues Affecting Our Clients” The guest speaker was Patricia Fleishmann, Toronto Police Services, Divisional Policing Support Unit specializing in Vulnerable Persons Issues. Although, the symposium attendees were mainly from Scarborough HSJCC, members from other Toronto HSJCC locals were invited.</li> <li>• The symposium slide decks will be uploaded to the provincial website.</li> <li>• West Toronto HSJSS had a very successful Munch and Learn on January 9, 2013 at the Metro West Courts. Greg Rogers, Executive Director of John Howard Society spoke about the South Etobicoke Reintegration Centre.</li> <li>• Locals membership is increasing, mainly from the Toronto Police Service, Corrections and Judiciary.</li> <li>• Locals started to develop the workplan for 2013-2014</li> </ul> <p>North West Region:</p> <ul style="list-style-type: none"> <li>• Kenora did a presentation on their mental health court. The crown and defense council talked about their process. The defense and the crown would confer about how to reduce recidivism. There is a desire to expand this into the drug courts.</li> <li>• There's resistance in Thunder Bay to enact Mental Health and Drug Courts. It would be helpful to enumerate why these courts are effective. Ministry pressure to move in this direction would also be helpful.</li> </ul> <p>South East Region:</p> <ul style="list-style-type: none"> <li>• Conference went well.</li> <li>• Police and Mental Health training (LEADS). The people responsible for this are working on</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Kingston Local is trying to get a Mental Health court together. Liisa and Sandie are going help. The pushback is that there's not enough demand.</li> </ul> <p>South West Region: As of March 2012, our region has implemented a proposal/initiative based funding model for the funds received from the HSJCC. As the year progresses we have supported many funded and non-funded initiatives. The following items are some of the highlighted initiatives that the funds from the HSJCC funding to support training, networking and 'change' for our region.</p> <p>Training:</p> <ul style="list-style-type: none"> <li>• Our region has completed OPP/MH training in the Huron/Perth and Oxford locals and will be completing in the Lambton/Kent area in the coming months.</li> <li>• London had a guest speaker from Stonehenge that presented to an audience of Human Services workers from Correctional Services Canada, St. Leonard's London, Dale Brain Injury, EMDC, CMHA and other agencies on the impact of trauma and substances when working in Corrections – this event will have a second training session in the coming months.</li> <li>• Elgin has completed a lunch'n'learn training session on FASD and is preparing for their next one on ABI in their courthouse. These lunch'n'learns are attended by Crown Attorneys, Judges, Mental Health workers, Defence Attorney's and other social service workers in that region.</li> <li>• In Sarnia, Dr. Donald from Bluewater Methadone Clinic presented an inservice to the local meeting. This discussion created a situation to enhance the advocating with Chatham Jail and brought attention to the way methadone is provided in our correctional facility.</li> <li>• 5 of the regional staff members from varying agencies attended <b>The International Institute on Special Needs Offenders and Policy Research (Canada)</b></li> </ul> <p>Research</p>	

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	<ul style="list-style-type: none"> <li>• Grey Bruce has been working on research with Surrey Place with respect to FASD.</li> </ul> <p>Programs</p> <ul style="list-style-type: none"> <li>• The “poverty project” in Elgin county is moving forward and a kick off is planned for our community in March – this will include education service providers, funders and the public. The circles program will work with 20 families a year to end the poverty cycle and thus reduce negative interactions with the law. Poverty has been directly linked to criminality.</li> </ul> <p>Other News:</p> <ul style="list-style-type: none"> <li>• CMHA Grey Bruce has received \$630,000. in supplemental core funding to establish a mobile crisis team. The money has just flowed and we are in the process of hiring 7FTEs. This will serve all of Grey and Bruce counties.</li> <li>• London mental health agencies were awarded 11 FTE equivalents for transitional case managers to assist with the diversion from hospitals and incarceration.</li> </ul> <p>Northwest Region:</p> <ul style="list-style-type: none"> <li>• Since the last Provincial HSJCC meeting in November the Northwest Regional Committee met only once in December. The committee debriefed the regional forum which was held in Kenora in November. There was consensus that the mental health court session and the Risk assessment training was excellent. At the forum there was discussion on how to improve communication between the committees. It was suggested that an Executive Committee made up of chairs of both district committees meet monthly with the regional committee meeting on the alternate months. These changes will be implemented upon approval at the January meeting.</li> <li>• It was also agreed that HSJCC members would be subsidized to attend “Building Bridges” , a local mental health and addictions conference being held at the end of February.</li> </ul> <p>Halton Region:</p> <ul style="list-style-type: none"> <li>• Our new Community Treatment Court continues to</li> </ul>	

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	<p>progress. It now operates for half a day every two weeks. We are looking at ways revising processes in the interest of accommodating more clients.</p> <ul style="list-style-type: none"> <li>• Discussions have begun to create a Drug Treatment Court. The Crown who spearheaded this initiative has since moved on and this has stalled the momentum. The need is still there and it is hoped that the work will begin again so that clients with substance issues can access this specialized court.</li> <li>• Agencies in the Halton region will be collaborating to create a common Crisis Plan. The goal would be for one Crisis Plan to be used and shared by all agencies involved in a client's treatment and care.</li> <li>• The FASD committee is being supported by Halton's HSJCC. It is working towards creating awareness and services for people with FASD in the Halton region.</li> </ul> <p>Ministry of the Attorney General:</p> <ul style="list-style-type: none"> <li>• Criminal Law division did an environmental scan. Membership of local HSJCCs was one of the discussions. Much information came out of the scan. Maura is putting together a PowerPoint on the outcomes, which contained a slide on the HSJCCs. There's great interest in having more interaction.</li> <li>• Working with MCYS to host a 1-day education day on Child and Youth. Co-chairs will determine who can attend.</li> </ul> <p>Ministry of Health:</p> <ul style="list-style-type: none"> <li>• New money was received for the forensic system, which went out to the hospitals.</li> </ul> <p>Community Networks of Specialized Care:</p> <ul style="list-style-type: none"> <li>• The Provincial Dual Diagnosis Justice Rounds meets every month via videoconferencing</li> <li>• The Dual Diagnosis Justice Case Management Service Enhancement Program in Ontario final report was completed in May 2012</li> <li>• The Executive Summary for the above report was completed in November 2012</li> <li>• A smaller working group is going over the Executive Summary and prioritizing the recommendations and developing a work plan for completing the next steps</li> </ul>	

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5) Presentation on Hamilton Police-Emergency Room Collaborative	Jodi Younger and Sarah Burtenshaw presented on the Police-ER Protocol developed in Hamilton.	
6) In camera meeting for Provincial HSJCC members (excluding ex-officio reps)	<p>Next meeting dates: March 19th, 2013 and May 13th, 2013 were confirmed.</p> <p>An MOU is in discussion in which CMHA Ontario bills the Provincial HSJCC for conference calling, photocopying, as well as Kelly and Uppala's time.</p> <p>Ministry members should not be included on funding requests.</p> <p>Steering Committee continues to try to find funding. No updates so far. The co-chairs are advised to approach the ministry reps at the table. Two people were suggested to be approached, which will be explored by the Steering Committee.</p> <p>There was discussion about a complaint between two members of a Local Committee. Regional chairs are advised that the co-chairs have no authority in these situations.</p> <p>A huge thank you was extended to Vicky for her work on the Provincial HSJCC.</p> <p>The component of the Terms of Reference in regard to having each committee submit their Terms of Reference and Membership List should not be lost in any review.</p>	
7) Confirm Next Meeting Dates: <ul style="list-style-type: none"> <li>• March 19, 2013</li> <li>• May 13, 2013</li> </ul>	The meeting was adjourned at 2:35pm.	