



Provincial HSJCC Meeting Minutes
November 27th, 2013 12:30-2:30pm
Toronto Marriot Eaton Centre

	Regional HSJCC Reps (Voting Members)	Ministry Reps (Ex-Officio)	Other Members (Ex-Officio)
Present	Trevor Tymchuk (Member-at-Large) Sara Gauthier (North East Region) Sharon Deally-Grzybowski (Waterloo-Wellington Region) Sandie Leith Co-Chair(Member-at-Large) Michael Dunn (Simcoe County Region) Joan Dervin (Champlain Region) Katie Almond – Co-chair (Toronto Region) Geoff Reekie (Simcoe-Muskoka Region) Judy Alton (Simcoe County Region) Phil Lillie (Durham Region) Steve Lurie (Toronto Region)	Sheri Weisberg (MOHLTC) Sue Khowessah (MCSCS) Jennifer Gravelle (Corrections Canada) Reshmi Majumder (MCSS) Dena Bonnet (MAG) Chris Higgins (MOHLTC) Nisha Menon (MOHLTC)	Jenna Hitchcox (CMHA, Ontario) Uppala Chandrasekera (CMHA, Ontario) Dorina Simeonov (CMHA, Ontario) Cathy Thompson (EENet) Mike O'Shea (LHIN representative)
Regrets	Courtenay McGlashen (Peel Region) Rob Adams (Durham Region) Dennis De Salvo (Central South Region) Kim Burson (South East Region) Marie Hoy (Halton Region) Heather Callender (South West Region) Jonathan King (York-South Simcoe Region) Rob McDonnell (South East Region) Renee Rerup (York-South Simcoe Region) Janice Wicke (Peel Regional HSJCC) Carolyn Donaldson (York-South Simcoe Region) Liisa Leskowski (North West Region) Martina Piccinin (HKPR Region) Domenica Dileo (Toronto Region) Rhonda Frank (Halton Region) Dave Jarvis (HKPR Region)	Brian Smegal (MCYS) Nila Sinnatamby (MOHLTC)	John Pare (OACP) Ryan Fritsch (LAO) Marnie McDermott (Community Network of Specialized Care)

SUMMARY OF ACTION ITEMS & MOTIONS	
AGENDA ITEM	ACTION
2. Review of agenda for November 27th, 2013	MOTION: Moved by Steve Lurie to approve the agenda for the November 27 th , 2013 P-HSJCC meeting, seconded by Joan Dervin. Carried.
3. Review and approval of the September 10th, 2013 minutes	MOTION: Moved by Geoff Reekie to approve the minutes of the P-HSJCC meeting held September 10 th , 2013, seconded by Judy Alton.
6. Funding Proposal for Secretariat status	ACTION: Dorina, Katie, and Sandie will lead the revisions of the secretariat proposal to meet the deadline of March 31, 2014. ACTION: Dorina will add the proposal revisions to the P-HSJCC 2013-2015 workplan.
7. Workplan	ACTION: P-HSJCC committee members will let Dorina know if they are interested in presenting at the prisoner belongings webinar. <ul style="list-style-type: none"> • Sharon indicated that she would look into having someone from her region present at the prisoner belonging's webinar. ACTION: Uppala and Dorina will advise the P-HSJCC on potential core projects for 2014 during the January 2014 P-HSJCC meeting.
9. Justice and mental Health system Map	ACTION: The draft Justice and Mental Health System Map (Adult) will be sent out to the members of the P-HSJCC for feedback. Members will send feedback to Dorina and Uppala by the end of 2013. ACTION: Dorina and Uppala will bring the revised Justice and Mental Health system Map back to the committee in January for further discussion.
10. Update from Communications & Knowledge Transfer Committee	ACTION: Trevor and Dorina will discuss how the HSJCC social media content and public interactions on platforms will be managed. ACTION: If P-HSJCC know of anyone, or are interested themselves in joining the CKT committee, they will let Trevor know.
12. Update on EENet Community of Interest	ACTION: Moved by Katie Almond to approve the project charter for the Community of Interest funding, seconded Trevor. ACTION: The P-HSJCC members will send webinar ideas to Dorina.
16. Brief Updates from Regional HSJCCs and Ministries	ACTION: Committee members will submit any statistics they have regarding housing and justice from a local level to Dorina.
17. Confirm Next Meeting Dates:	ACTION: Jenna will asked Brian Smegal about the use of Adobe Connect or OTN for future PHSJCC meetings.

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AGENDA ITEM	DISCUSSION	ACTION
1) Welcome and Introductions	Katie welcomed all those in attendance to the Provincial HSJCC meeting of November 27 th , 2013.	
2) Review of agenda for November 27th, 2013	<p>The members of the committee reviewed the agenda for the P-HSJCC meeting of November 27th, 2013.</p> <p>It was noted that Uppala and Phil will speak to agenda item 8 “Justice Service Collaboratives Expert Panel.”</p>	<p>Moved by Steve Lurie to approve the agenda for the November 27th, 2013 P-HSJCC meeting, seconded by Joan Dervin.</p> <p>Carried.</p>
3) Review and approval of the September 10th, 2013 minutes	The committee members reviewed the minutes of the P-HSJCC meeting held September 10 th , 2013. There were no additions or changes to be made to this document.	Moved by Geoff Reekie to approve the minutes of the P-HSJCC meeting held September 10 th , 2013, seconded by Judy Alton.
4) Membership Updates	Katie welcomed Mike O’Shea, Senior Officer of Mental Health, North East LHIN and Sara Guthier, Chair, North East Region HSJCC to their first P-HSJCC meeting.	
Provincial HSJCC Business:		
5) Provincial HSJCC conference	<p>Joan Dervin indicated that the P-HSJCC conference for 2013 was perceived very well by all those in attendance. The conference committee is pleased with the outcomes of the conference.</p> <p>Dorina provided a summary of the conference’s social media efforts lead by Elham Bidgoli, Communications Officer, CHMA Ontario.</p> <ul style="list-style-type: none"> • There were 55 individuals that were tweeting actively from the conference. • 319 tweets were sent using the conference’s hashtag (#hsjcc2013). Out of these tweets, there were 57,000 unique views. <p>It was noted that the P-HSJCC Police ER Protocol panel presentation was perceived very well by the conference participants as it was appreciated to hear the police perspective on this issue. Committee members agreed that when possible, the P-HSJCC should present on their core projects at the biennial conference to showcase</p>	

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	work that has been done by the committee.	
6) Funding Proposal for Secretariat status	<p>The funding proposal for the Provincial HSJCC secretariat has been reviewed by Chris Higgins and Anne Bowlby. Feedback on the document was given to Sandie and Katie during a meeting on November 25th, 2013.</p> <p>The revised version of this document should be completed by the end of fiscal year (March 31, 2014).</p> <p>Chris provided a verbal update on what will be important to keep in mind when revising the document before it is submitted to the interministerial committee.</p> <ul style="list-style-type: none"> • Knowledge transfer and specific projects will be important should be emphasized. • It would be beneficial to make note that the P-HSJCC has the unique capabilities of spreading information to people working on the ground throughout the province (not just regionally or locally). There are no other networks across the province that can facilitate change like the P-HSJCC could, if granted additional resources. • The proposal should express how the Provincial HSJCC could use recommendations from their reports as a basis to support change in communities. The proposal for funding should indicate how the P-HSJCC will use the funds not only for knowledge transfer of reports and projects but for implementation of the recommendations coming out of the reports. • It was suggested that the proposal could outline ways in which the P-HSJCC could leverage knowledge of exemplary practises of collaborations between human services and justice organizations on a community level. • One of the purposes of requesting funding from the interministerial group should be to increase the ability for the P-HSJCC to support local efforts. 	<p>Dorina, Katie, and Sandie will lead the revisions of the secretariat proposal to meet the deadline of March 31, 2014.</p> <p>Dorina will add the proposal revisions to the P-HSJCC 2013-2015 workplan.</p>
7) Workplan	<p>Dorina provided an update on the status of the P-HSJCC workplan.</p> <p>Dorina noted that she will be organizing a webinar for January 2014 regarding</p>	<p>P-HSJCC committee members will let Dorina know if they are interested in presenting at the</p>

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	<p>prisoner belongings.</p> <p>The committee members discussed the importance of priority setting and looking at the common issues across the province. The committee members agreed that it would be important to do an analysis of the priorities across the province to identify trends across Ontario where the committee could focus their attention.</p> <p>Uppala indicated that in the new year, the P-HSJCC should consider supporting a project on courts. Also, continued work regarding the bail recommendations may be a good area of focus in 2014.</p> <p>Reshmi informed the members that MCSS will be looking at individuals with developmental disorders and their interactions with the justice system. This ministry is interested in looking at the nuances with this population.</p>	<p>prisoner belongings webinar.</p> <ul style="list-style-type: none"> • Sharon indicated that she would look into having someone from her regional committee present at the prisoner belonging's webinar. <p>Uppala and Dorina will advise the P-HSJCC on potential projects for 2014 during the January 2014 P-HSJCC meeting.</p>
8) Justice Service Collaboratives Expert Panel	<p>Uppala provided an update on the first meeting of the Justice Service Collaboratives Expert Panel.</p> <ul style="list-style-type: none"> • The Provincial HSJCC work was referenced positively by those in attendance. • Updates will continue to be given to the Provincial HSJCC regarding the work of this panel as it progresses. 	
9) Justice and mental Health system Map	<p>Dorina and Uppala informed the P-HSJCC members that they are looking for feedback on the Justice and Mental Health System Map as presented in the meeting materials.</p> <p>The revised map will be the basis for a Justice and Mental Health system booklet. This project will be a collaboration between CMHA Ontario, CAMH and the P-HSJCC.</p> <p>It was noted that it will be important that the booklet be targeted to many audiences including: service providers, families, students and service users.</p>	<p>The draft Justice and Mental Health System Map (Adult) will be sent out to the members of the HSJCC for feedback. Members will send feedback to Dorina and Uppala by the end of 2013.</p> <p>Dorina and Uppala will bring the revised Justice and Mental</p>

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		Health system Map back to the committee in January for further discussion.
10) Update from Communications & Knowledge Transfer Committee	<p>Trevor provided an update regarding from the CKT committee.</p> <ul style="list-style-type: none"> • The P-HSJCC website has been launched. To visit the website, please click on the following link: http://www.hsjcc.on.ca • Trevor indicated that each local and regional committee has their own webpage and most local/regional committee lists are posted. • Updating the membership lists will now be the responsibility of the Chair for each local and regional committee. For each member on a committee list, there will be room to list an individual's affiliation, email address and the sector they represent. <ul style="list-style-type: none"> ○ The updating of local and regional membership lists should be taken seriously from all HSJCC's in Ontario. It was suggested that those committees who do not update their lists on a regular basis would be risking their funding from MOHLTC. • The committee noted that it will be important for the conference presentations to be posted to the website, as many participants were requesting copies of the presentations. Also, sharing recorded webinars once they are completed on the website would be valuable for knowledge exchange purposes of the Provincial HSJSS. • It was noted that the next P-HSJCC webinar will take place on Friday December 13th, 2013 and will look at the use of the HARM tool. So far, 190 people have signed up for this webinar. <ul style="list-style-type: none"> ○ The committee members agreed that future subjects of webinars could be determined based on the concurrent sessions presented at the conference. Many were deemed relevant for many areas of Ontario, and there would be interested from a wide variety of stakeholders in the province. <p>The CKT committee is looking for more members to join the committee.</p>	<p>Trevor and Dorina will discuss how the HSJCC social media content and public interactions on platforms will be managed.</p> <p>If P-HSJCC know of anyone, or are interested themselves in joining the CKT committee, they will let Trevor know.</p>

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11) Update on Police ER Protocol Project	Dorina informed the committee that the Police ER Protocol Project's phase two report has been submitted to the interministerial committee. This committee will review the document on December 5 th , 2013. Feedback to the P-HSJCC regarding this document will be given in January 2014.	
12) Update on EENet Community of Interest	<ul style="list-style-type: none"> • Community of Interest Project Charter Approval <p>The P-HSJCC reviewed the Community of Interest Project Charter.</p> <ul style="list-style-type: none"> • 2012/2013 Webinar evaluations <p>Evaluations for the 2012/2013 Community of Interest webinars have been sent out. Dorina is collecting responses.</p> <ul style="list-style-type: none"> • Planning for future webinars <p>Dorina indicated that she is planning for 2014 webinars.</p>	<p>Moved by Katie Almond to approve the project charter for the Community of Interest funding, seconded Trevor.</p> <p>The P-HSJCC members will send webinar ideas to Dorina.</p>
13) Update from working group on new membership	Dorina is currently in the process of revising the language of the P-HSJCC membership policy. She indicated that the local and regional committees are encouraged to expand their membership to cover sectors that are not represented. The policy will be revised to reflect that the P-HSJCC membership will recruit for members on an as needed basis.	
14) Bail Consultations	<p>Katie informed the committee that Lori Montague from the Ministry of the Attorney General will be presenting at the next P-HSJCC meeting in January 2014.</p> <ul style="list-style-type: none"> • The Bail report has been released and an update on the project will be given by Lori to the committee. • The report can be viewed from this link: http://www.attorneygeneral.jus.gov.on.ca/english/jot/bail_experts_table_recommendations.pdf • It was noted that this may be a good subject for a future webinar of the P-HSJCC. 	
15) Brief Updates from Regional HSJCCs and Ministries	<p>Brief updates from the P-HSJCC members were given. <i>Please see "PHSJCC Regional Updates November 2013" document for full documentation of the updates that were given.</i></p> <p>Steve Lurie mentioned that there is an opportunity for the P-HSJCC to be involved</p>	<p>Committee members will submit any statistics they have regarding</p>

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	<p>with a pre-budget submission to the Finance Minister regarding individuals in need of housing who are also involved with the justice system.</p> <p>Sandie indicated that she and Dorina attended a meeting hosted by the Law Commission of Ontario on Friday, November 22nd, 2013. This forum focused on broad community safety and crime prevention issues. Mental health and stigma was identified as a huge issue, and challenges of information sharing were identified throughout conversations with stakeholders present.</p>	<p>housing and justice from a local level to Dorina.</p>
<p>16) Confirm Next Meeting Dates:</p>	<p>The committee reviewed the 2014-2015 meeting schedule for the P-HSJCC meetings.</p> <ul style="list-style-type: none"> • It was noted that for those joining by teleconference to P-HSJCC meetings, it would be appreciated if video conferencing could be available during these meetings. <p>Tuesday, January 14, 2014 (9:00am-2:30pm) Tuesday, March 18, 2014 (9:00am-2:30pm) Tuesday, May 13, 2014 (9:00am-2:30pm) Tuesday, September 23, 2014 (9:00am-2:30pm) Tuesday November 25, 2014 (9:00am-2:30pm) Tuesday, February 10, 2015 (9:00am-2:30pm) Tuesday April 14, 2015 (9:00am-2:30pm)</p>	<p>Jenna will asked Brian Smegal about the use of Adobe Connect or OTN for future PHSJCC meetings.</p>
<p>17) Meeting adjournment</p>	<p>The P-HSJCC meeting of November 27th, 2013 was adjourned at 2:30pm.</p>	