

**Human Services and Justice Coordinating Committee**  
**Thursday, March 5, 2020 at 12:15 p.m.**  
**Canadian Mental Health Association**  
**329-A Pitt Street, Cornwall**  
**480 McGill Street, Suite 104, Hawkesbury (next door to usual location)**

**Minutes**

1. **Call to order:**

The meeting was called to order at 12:15 p.m.

2. **Present:**

Angel Quesnel	Addiction and Mental Health Services
Joanne Ledoux-Moshonas ( <b>Chair</b> )	CMHA – Champlain East
Johanne Renaud	CMHA – Champlain East
Raquel Beauvais-Godard	CMHA – Champlain East
Nadia Langevin	CMHA – Champlain East
Benoit St. Jean	Hawkesbury General Hospital
Mélissa Bouchard	Ontario Provincial Police, Prescott-Russell
Kamylle Roy	Ontario Works
Jade Roy	Ontario Works
Jérémy O'Grady	Prescott-Russell Victim Services
Sandra Langevin	Secretary
Kim Trottier	Victim Services of S.D.G.&A.

**Regrets:**

Jenna David	Akwesasne Community Justice Program
Kelsey Benoit	Laurencrest
Mallory Ouellette	Laurencrest
Mario Gratton	Ontario Provincial Police, Prescott-Russell
Kate Baker	The Royal (OTN wasn't working for her)
Chantal Prieur	Victim Services of S.D.G.&A.
Michelle Gosselin	Victim Services of S.D.G.&A.
Sheila Tallon	Victim Witness Assistance Program, S.D. & G.

**Absent:**

Kelsey McDaniel	Autism Ontario
George Knezevic	Cornwall Community Police Service
Sabrina Peacock	Fetal Alcohol Resource Program
Angela Dassa	John Howard Society
Chantal Finn-Losier	Legal Aid Ontario
Lynn Bradley	Legal Aid Ontario
Robert Hawkins	Ministry of Children and Youth Services
Jim Blanchette/Mike Mulhearn	Ontario Provincial Police, Stormont, Dundas & Glengarry
Cheryl Bass/Kristal Hennigar	Ottawa-Carleton Detention Centre
Martine Sabourin	Probation and Parole Services
Marie-Eve Poulin	Valoris
Alanna Wall/Kim Hayward	Youth Now Intervention Services

3. **Adoption of the Agenda**

The agenda was approved as circulated. Adopted by Jade Roy, seconded by Kim Trottier. Carried.

#### 4. **Adoption of the Minutes**

The minutes of the last meeting held Thursday, January 9, 2020 were approved as circulated. Adopted by Johanne Renaud, seconded by Angel Quesnel. Carried.

#### 5. **HSJCC Budget**

##### 5.1 **2019-2020 Budget**

- Joanne LM presented the year to date budget as of January 31, 2020. We have a net surplus of \$3,843.89. It was proposed that the remainder of the funds could be allocated to the following:
  - Client Care kits that would include basic need hygiene products, like comb, brush, toothbrush, bus pass, gift card for a coffee, etc. These would be beneficial for the person to be groomed if they are going to court or to a medical appointment. Sheila's student will coordinate the work for the kits.
  - The Human Trafficking Task Force 3-day conference scheduled to take place in March. It will be used for photocopying, purchases, etc.
  - A Safe Teams banner for youth had been requested to be made, for the amount of \$600. Sheila will ask if it is still needed.
  - Printing of the poster - 10-steps to a more comfortable home

#### 6. **Champlain Regional HSJCC**

##### 6.1 **Champlain Regional HSJCC meeting update (Johanne Renaud)**

Report from the last Regional Meeting held in Ottawa from Johanne Renaud, local HSJCC Representative at the Regional level:

- Minutes from the last meeting have been added to the website.
- The committee decided to use the funds that were left over to offer MH First aid to members and information was sent by Sandra to send to the members. Please let Johanne know ASAP if you are interested as space is limited.
- It was recommended that a working group be developed to discuss the release from custody "red envelope" program as even though it is working in PR and SDG it is not working in other areas. Staff from OCDC, CMHA CE and others that are involved in the discharge planning of individuals will be invited to attend Krystal Hennigar from OCDC, will set up the meeting.
- We are still collecting some information on issues that are coming up with the legal aid changes. This is adding some work for the Court related community workers (more MH support during trials as there's no legal representation and completion of legal aid applications.)
- Next HSJCC Regional meeting will be held March 24, 2020. Johanne will not be able to attend as she will be in training that day and asks if someone is willing to participate in her place via teleconference 12:15 to 2:00 pm providing a short update from today's meeting.

#### 7. **SDG-PR Workplan 2019-2020**

##### 7.1 **HSJCC Activities and update from Chairs of the sub-committees**

- This is a workplan that consists of 5 items, including various activities, outputs, outcomes, pillars, timelines and budgets. Some are carry-overs from the previous years. Members sign up to sit on the sub-committees that are of interest to them. You look at what deliverables you would like to achieve based on the pillars. There is also a Lead for each sub-committee. The Lead contacts the members and tried to arrange a meeting to discuss issues. You then bring back that information at this meeting. If anyone is interested in joining, please let us know.

- We encourage you to sign-up for one that you work for and would be beneficial for your agency.
- The Co-Chairs get together six months in, midterm, at the end of the term to create a report that must be sent to the Regional HSJCC.
- The SDG and the PR area working groups can work separately but discuss what is being done.
- **Role of Sub-Committee Leads:**
  - Set meeting date and time with members in between Steering Committee meetings
  - Review the Workplan and establish objectives / action plan to meet the outputs and outcomes
  - Identify a secretary that would be on a rotation basis at each meeting (shared committee member responsibility)
  - Present meeting minutes / activities to the Steering committee.
- Sub-Committees 3 & 5 will be combined as there are parallel objectives to be achieved.
- **#1 Collaboration and collaborative care**
  - SDG members: Mark Arnold, Robert Hawkins and Sabrina Peacock.
  - PR members: Lynne Bradley and Benoit St. Jean.
  - Updates for the Welcome sheet – Johanne R. will make the final updates and share back to the members before having her agency administrator translate it. It will then be uploaded to the website for future access. It is also being translated in French. It can be used for recruiting on our website. Thank you going out to Benoit St. Jean, Lynn Bradley and Lucie Charbonneau who worked on this.
- **#2 Direct Services**
  - SDG members: Sheila Tallon (Lead), Angel Quesnel, Mark Arnold, Raquel Beauvais-Godard, Mallory Ouellette, Robert Hawkins, Jim Blanchet and Kelsey Benoit.
  - PR members: no one.
  - Nothing to share.
- **#3 Training and professional development as identified by the HSJCC members**
  - SDG members: Joanne Ledoux-Moshonas (Lead), Angel Quesnel, Sheila Tallon, Kate Baker, Jim Blanchette, Mark Arnold, Mallory Ouellette, Jenna David, Kelsey Benoit, Jenny McDonald and Sabrina Peacock.
  - PR members: Benoit St. Jean.
  - Joanne LM sent out a meeting date and no one showed up. Will try again.
- **#4: Services and system performance, monitoring and evaluation**
  - SDG members: Raquel Beauvais-Godard (Lead) and Angel Quesnel.
  - PR members: No one.
  - Raquel and Angel met. They worked on the HSJCC Terms of Reference and the Promotion of Recruitment Letter (same as the Welcoming Letter), to be used if someone is interested in joining our committee and putting in our welcome package for new members. The letter was worked on a year ago and this sub-committee reviewed and edited. Both will be sent with the minutes.

- The Terms of Reference were reviewed at this meeting. A lot of it was not reflective on what we do or where we are today. The revised Terms reflect better with what we do and where we are today. It aligns with our Workplan, our Strategic Plan, our Goals and our Objectives. We will also add a statement reflecting our accountability with the HSJCC. It is a reporting function in terms of funding that can be represented from our local. Angel will update the Terms and they will be reviewed at our next meeting in May as the final draft with the recommendations brought forward today. We can send an email to the members for their approval. It will then be sent to Sandra when complete to send to members.

➤ **#5: Knowledge translation and exchange**

- SDG members: Joanne Ledoux-Moshonas (Lead), Jim Blanchette and Jenny McDonald.
- PR members: no one.
- Joanne LM sent out a meeting date and no one showed up. Will try again.
- We would like to have a face-to-face meeting to provide an opportunity for networking and socializing and capacity building (ie: soliciting new members). Members could showcase specific programs and initiatives (local and regional). Our meetings are done virtually so it would be nice to meet in person. It's a challenge to communicate sometimes by just having virtual meetings (OTN). We have found that over the years, there has been a lack of attendance and membership. We've lost a lot of people along the way. It would nice to have a diverse representation of different agencies at the table. We could host an hour-long session on a topic of interest. We could send welcome packages and try to initiate interest. It would be nice to meet, have a lunch, bring our resources, chat and get to know each other, then have our regular meeting.
- Johanne R. shared that at the Regional and Provincial levels, it's an issue as well. They've hired someone to analyze. It has improved in Prescott-Russell in this local.

7.2 **2019-2020 Workplan Evaluation**

The Workplan was reviewed and edits noted in # 7. Joanne LM sent an email to the SDG Chair and she'll attend the May meeting. She'll contact the PR Chair as well.

7.3 **2020-2021 Workplan**

It is time to begin drafting our workplan for the 2020-2021 fiscal year (April 1, 2020-March 31, 2021). Workplans provide details on our HSJCC's anticipated activities, outcomes, outputs and associated budget items for the coming fiscal year. Joanne LM and Sheila met to review. The objectives from current year were carried over into the upcoming fiscal year with a few modifications.

**HSJCC Activities:**

1. The banner – we'll ask if this is still needed.
2. Liaise with the Vibrant Communities of SDG and Vibrant Communities of PR.
3. Training – we kept it generic enough, broad enough for skills or building; bringing things to our community. There is some talk of training for the Hoarding Coalition.
4. We wanted a better plan how to reach out to the community, strategic planning. A discussion took place with interest in having the Secretariat join our local to

provide a strategic planning session or other engagement sessions to increase membership. Joanne LM will facilitate this with CMHA ON and potentially have a session in May.

5. Same as #4.

The Secretariat collates the Local, Regional and Provincial HSJCC workplans and submits them to the Ministry of Health by March 31<sup>st</sup>, 2020.

**Proposed Budget:**

Joanne LM discussed the 2020-2021 Proposed Budget that was sent to members for review and approval at this meeting. The funds available are \$7,000 that we get from the Regional HSJCC. The money will be used for: secretarial support and meals for meetings; Training and Professional Development, Mental Health and Developmental Disabilities Court promotion/launch; Safe Teams banner (to confirm), Regional Representation (meeting expenses). We have the flexibility to use as needed, move things around. The items reflect what is outlined in the Workplan. Discussion ensued. Comments were shared and feedback was given. Joanne LM made note of the changes and a revised Budget Forecast will be sent to members.

**MOTION:** To accept the 2020-2021 Proposed Budget discussed at this meeting. Moved by Angel Quesnel, seconded by Johanne Renaud. Unanimous, none Opposed. Carried.

7.4 **Cornwall Mental Health & Developmental Disabilities Court Committee Update (Raquel)**

Raquel attended an ad-hoc meeting with Justice Lahaie, key court staff and community partners to determine what is taking so long for the retrofitting of the cell for our Mental Health and Developmental Disability Court. We toured the cell again and it was determined that sound proof panels and other retrofits are not required after all. We will move forward and review the logistics. We will still maintain the half a day a month. For the weeks before and after that, still looking for an informal huddle with the Crown and community-based court support staff for the mental health and/or developmentally disabled clients. It will cost much less than anticipated. The wiring for MOVI (OTN) is already available for the identified holding cell. The telemedicine equipment will be able to fit in that space. All involved are motivated to launch and adjust as we move along. We do have a court diversion protocol which is well established in both SDG and in PR.

7.5 **Situation Table:**

7.5.1 **SDG&A Situation Table (Raquel BG)**

Raquel shared that the committee continues to meet weekly. Mental health is the top area of concern. We're growing in our ad-hoc capacity. It's going very well.

7.5.2 **PR Situation Table Initiative (Mario Gratton)**

Our meetings take place every two weeks, attendance and participation of stakeholders is excellent. Our new coordinator (Adrien Joly) and I are currently scheduling trainings to all Hawkesbury Detachment officers to provide them with a better understanding of the Situation Table and Risk Factors in order to

recognize warning signs when responding to Mental Health calls or any other calls, and refer these people to the Situation Table. Training will also occur to all Russell Detachment officers as well.

Adrien, Geneviève Arturi (HGH) and I are currently working with the Ministry to get the Prescott-Russell Situation Table Data Collection onto the provincial Risk-driven Tracking Database (RTD). Meetings with the Ministry are taking place on a weekly basis as this on-boarding process and training will take a few months to complete. This will help support our local efforts to improve community safety and well-being in Ontario.

## 7.6 **Hoarding**

### 7.6.1 **PR Hoarding Response Committee (Johanne Renaud)**

Johanne R. shared that they are looking at having a meeting in April. Johanne and Raquel are going to a meeting at the United Counties of PR to present what is currently being offered in SDG as far as hoarding response services. Hoping to replicate the program and get funds for cleaning, organizers, etc. Hope to get this initiative available in Prescott-Russell. We'll also talk about the collaboration agreement for the PR Hoarding Response Coalition, the framework, the referral tree, the 10 steps to a more comfortable home poster. We're hoping in informing the delegation on hoarding issues and the coalition but also in recruiting bylaws and fire services representation from all municipalities on the Coalition. We want to make sure the fire and paramedics, police workers the by-laws officers and community agencies work together in helping individuals with hoarding issues.

### 7.6.2 **SDG Hoarding Response Committee (Raquel BG)**

Raquel shared that the last meeting was held February 6<sup>th</sup>. They looked at the Hoarding Conference Survey Results and discussed the upcoming training in the fall. The committee members have requested more of the HOMES sheets. The survey results will be sent to members.

## 8. **Business Arising**

### 8.1 **Co-chair position available**

The Co-chair terms are up. We're hoping to have another Co-Chair take on this task. Joanne LM has agreed to stay on but Sheila would like to step down. We are soliciting interest from other members to co-chair for the coming year. If anyone is interested, please contact Joanne to discuss.

Some of the duties include, share the role with the other Co-Chair, review agendas and minutes, doing mid-term and end of year report. The advantage of having two Co-chairs is that you do the work together, you're not alone, you have someone to share the work and responsibilities with, and you can bounce ideas off each other and can support each other.

## 9. **New Business**

### 9.1 Nothing to share.

## 10. **Links to HSJCC Website**

10.1 The link is a provincial portal to the HSJCC website where contact information such as Terms References, LEAD Protocol, Goals and Objectives, Agendas, Minutes, Workplan, logo, etc. can be accessed. It's a great way of sharing information and sending to new members as well. Sandra L. sends information to the committee contact Trevor and he uploads information on the website.

<http://hsjcc.on.ca/stormont-dundas-glengarry-prescott-russell-akwesasne-local-hsjcc/>

## 11. **Information Sharing**

- **Angel Quesnel – Addiction and Mental Health Services (Manager, Mental Health Crisis Team)**
  - James Blanchette (OPP) and Angel Quesnel (CCH) attended a meeting with the S,D &G Counsel to review a proposal for funding, which would secure a 1 year grant to hire a CCH Nurse to co-respond with the Ontario Provincial Police to mental health calls in the community. The S, D & G counsel approved a one-year grant for \$ 120, 000 in order to hire a CCH nurse to work alongside Police services. The hope is that this will help build the case for future sustainable funding. Congratulations Angel!
- **Benoit St. Jean – Hawkesbury General Hospital**
  - Hawkesbury will have their official youth hub opening today and press conference. It is open two days a week, Monday and Thursday, from 1:00 – 7:00 p.m.
- **Johanne Renaud – Canadian Mental Health Association**
  - Johanne had shared the resource card created by the PR Coalition to End Violence Towards Women. If you want any hard copies, please let Johanne know and she can arrange to forward them to Raquel for the SDG members.
  - Nadia Langevin of CMHA-CE Court Support Worker will be replacing Lucie Charbonneau from CMHA CE at this meeting.
- **Kim Trottier – Victim Services of S.D.G.&A.**
  - Our annual fundraiser, Mardi Gras Fest and Comedy Night, will be held on Friday, April 17<sup>th</sup>, at 6:00 p.m. at the Best Western Parkway Inn. The poster was sent to members and will be sent with the minutes as well.

## 12. **Next Meeting**

- The next meeting is scheduled for Thursday, May 7, 2020 at 12:15 p.m. at the Canadian Mental Health Association, 329 Pitt Street. Videoconferencing is available in Hawkesbury. It can also be held in other areas as well according to members' needs.
- We will look at this being a strategic day – get together.
- If you cannot attend this meeting but have something you would like to share, please send it by email to Sandra Langevin.

## 13. **Adjournment**

The meeting was adjourned at 1:35 p.m. Adopted by Mallory Ouellette, seconded by Jade Roy. Carried.