## **Scope of Program**

Provide the list of activities to be completed. Each activity should be mapped to one or more outputs and outcomes. Please also demonstrate how the activity contributes to one or more of the MH&A strategic pillars. Provide the start and end date of each activity. See Appendix A for more examples.

WORKPLAN (Due: March 1 of each year)						Annual Report Submissions (Due: June 1 of each year)		
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes (if available) What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget
1. Collaboration & collaborative care Increase membership of the Cornwall SDG and PR and Akwesasne HSJCC to enhance community engagement with the committee.	# of new members  # of new services or agencies  Promotion of the local HSJCC and its activities (past and future)  Increase number of formal and informal service agreements/ protocols	Increase membership of the Cornwall SDG, PR and Akwesasne HSJCC to include new organizational partners and perspectives, to increase collaboration and transfer of knowledge  Recruit additional members from the Youth Services sector and the service providers in Akwesasne.  Increase community awareness of and participation in the local HSJCC  Develop new service agreements or protocols.	□ Pillar 1 □ Pillar 2 □ Pillar 3 □ Pillar 4 □ Pillar 5	April 2018- March 2019	\$1,000			

## 2018 - 2019 WORKPLAN AND ANNUAL REPORT SUBMISSION

Local HSJCC: Cornwall, Stormont, Dundas, Glengarry, Prescott Russell and Akwesasne

WORKPLAN (Due: March 1 of each year)							Annual Report Submissions (Due: June 1 of each year)		
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes (if available) What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget	
2. Direct services:  Develop a Mental Health & Developmental Disabilities Court model for Cornwall  Create plans of care, service plans/release plans, provide counselling and referrals  Liaise with the Cornwall and SDG Situation Table Advisory Committee	Define and plan for an alternative Court process to better support individuals with mental health, concurrent disorders and who have developmental disabilities who are involved in the justice system.	Protocol developed with the Justice and community partners. MHⅅ Court committee: Very active planning committee with sub-committees that report back, judicial support. Restorative (Youth) and MH Diversion Courts in place.  Develop a business plan in collaboration with MHDDC.	☐ Pillar 1 ☐ Pillar 2 ☐ Pillar 3 ☐ Pillar 4 ☐ Pillar 5	April 2018  – March 31 <sup>st</sup> , 2019		To list the agencies in the continuum of care.  Agencies are covering their mandates and working collaboratively for seamless transitions.			
	Ongoing collaborative working relationships with justice and community partners to complete the Mental Health Developmental Disability Court (MHDDC)	Promotion upon official launch for both of these respective initiatives  Liaise with Situation Table (ie: familiarity with the referral process, communication of trends relating to identified risk factors, etc)  Develop protocols for Situation Table for			\$2,000 (Meals / Materials)	Ongoing discussions about initiating a Youth MH Court and an Addictions Court in Champlain East. to be addressed further and possibly implemented by 2020.			
	partners and signature of agreements and Memorandum of Understanding	P&R Precharge protocol with OPP Hawkesbury.							
	# of Table members								
	To look at capital SAFE Team and YouTurn.								

## 2018 - 2019 WORKPLAN AND ANNUAL REPORT SUBMISSION

	Annual Report Submissions (Due: June 1 of each year)							
HSJCC Activities (Name and Brief Description) What is done to meet program objectives	Anticipated Outputs What is produced or delivered resulting from activities	Anticipated Outcomes (if available) What are the regional or community effects / changes that occur as a result?	MH&A Pillar(s) this activity contributes to (see page 1)	Timeline Start and End Date	Anticipated Budget	Actual Outputs (to be completed for annual reports)	Actual Outcomes (to be completed for annual reports)	Actual Budget
3. Training and professional development as identified by the HSJCC members	# of staff trained  # of training sessions/ workshop  HSJCC will be undertaking a local training for front line service providers that would be similar to the LEAD training that has been offered in our community.	Increase level of competency in our community (ie: addictions, concurrent disorders, dual-diagnosis, people who have a developmental disability, acquired brain injury, etc.)	☐ Pillar 1 ☑ Pillar 2 ☑ Pillar 3 ☑ Pillar 4 ☐ Pillar 5	April 1 <sup>st</sup> , 2018 - March 31 <sup>st</sup> , 2019	\$5000.00	# of staff trained: # of training session & workshop:		
Community development day on the topic of hoarding	# of community agencies attending the training event.  Distributed pamphlets, and flyer, 10 Steps to A safer, Healthier and More Comfortable Home from Hoarding produced and funding in partnership with HSJCC, CMHA /CE and Hoarding Coalitions of SDG and PR	Increase knowledge of hoarding behaviours, intervention procedures and coalition protocols.			\$830.00			

## 2018 - 2019 WORKPLAN AND ANNUAL REPORT SUBMISSION Local HSJCC: Cornwall, Stormont, Dundas, Glengarry, Prescott Russell and Akwesasne **Annual Report Submissions** WORKPLAN (Due: March 1 of each year) (Due: June 1 of each year) MH&A **HSJCC Activities Anticipated Outputs** Pillar(s) this (Name and Brief **Anticipated Outcomes (if available)** Timeline **Actual Outputs Actual Outcomes Description**) **Anticipated** What is produced or activity Actual What are the regional or community Start and (to be completed for (to be completed What is done to meet program delivered resulting from **Budget Budget** contributes effects / changes that occur as a result? End Date annual reports) for annual reports) objectives to activities (see page 1) \$7,000 4. Service and system # of meetings/ work Improve direction and understanding of April 1st, ☐ Pillar 1 performance, monitoring and groups/subcommittees the purpose of the Local HSJCC. 2018 -☐ Pillar 2 Develop an orientation manual for evaluation: March ☐ Pillar 3 incoming members to familiarize with 31st, 2019 Strategic planning within our ☐ Pillar 4 HSJCC functions. local HSJCC □ Pillar 5 Hire an external consultant to undertake the development of a strategic plan. # of committee Coordinate an in-person meeting once members participating per year for HSJCC members to meet in strategic planning and network. Review Structure, Terms of Reference, Mission, Values, Goals of the local **HSJCC**

5. Knowledge translation		Hold 5 – 6 HSJCC meetings annually.	☐ Pillar 1	April 1 <sup>st</sup> ,	\$900		
and exchange	participation	OTN will be made available at every	☐ Pillar 2	2018 -	(meals)		
Have access to an	# of participants through	HSJCC meeting.	☐ Pillar 3	March 31 <sup>st</sup> , 2019			
administrative assistant to	OTN		⊠ Pillar 4	31 , 2019			
coordinate knowledge exchange and links to all			⊠ Pillar 5				
systems related to local, regional, Provincial HSJCC, and to the community		Administrative supports for the HSJCC minutes, agenda, and distribution of materials for HSJCC meetings.			\$2,000.00		
		Supports the communication and system functions of the local HSJCC					
	# of staff trained as a result of communication	Increased awareness of events, training opportunities, meetings participation, shared information					