

## HSJCC Network Reporting Template

### Background

As per the Ministry of Health’s reporting requirements, the Provincial, Regional and Local HSJCCs are required to report on their committee’s activities twice a year through work planning and reporting.

Work planning assists HSJCCs in mapping out their planned activities for the year ahead. This keeps members well informed of what is happening at a Local, Regional and Provincial levels within the HSJCC Network. Annual reports demonstrate the key outcomes from the previous fiscal year and ensures transparency and accountability across the network. It is also a great way of highlighting the impact of our work and showcases the accomplishments of the HSJCC Network.

### HSJCC Information

<b>Name of Regional or Local HSJCC</b>	<b>South Eastern Ontario Region</b>
<b>Chair/Co-Chair Names &amp; Contact Information</b>	<b>Julia Brooker/Julie Lambert</b> <a href="mailto:jbrooker@amhs-kfla.ca">jbrooker@amhs-kfla.ca</a> <a href="mailto:jlambert@amhs-kfla.ca">jlambert@amhs-kfla.ca</a>
<b>HSJCC Objectives</b>	To support locals with establishing effective linkages, collaboration, and liaison mechanisms between criminal justice, health, and social service, that support the achievement of regional and local HSJCC goals that seek to improve outcomes for persons experiencing addictions and/or mental health issues that may be in contact with the criminal justice system.
<b>Name of Transfer Payment Agency &amp; Contact Information</b>	AMHS KFLA  Transfer Payment Agency Contact: Claire Camperlino Email: <a href="mailto:ccamperlino@amhs-kfla.ca">ccamperlino@amhs-kfla.ca</a>   Mobile: 613.329.1442
<b>Total # of Funds Received from Regional Health Office</b>	

### List of Key Activities & Initiatives

- I. Collaboration & Collaborative Care
- II. Training and Professional Development
- III. Service & System Performance Monitoring & Evaluation
- IV. Information Management

<b>General Information for Activity I.</b>	
<b>Description</b>	<p>Facilitate communication and effective linkages regarding HSJCC initiatives in the Southeast region.</p> <p>Identify system gaps and duplication of services</p>
<b>Objectives and Key Deliverables</b>	<ul style="list-style-type: none"> <li>• Minutes of committee meeting including 5 local and provincial reports up to 6 times per year. Backup delegates to each local and regional meeting</li> <li>• Membership at Situation Tables/HUB across SEO region</li> <li>• Provide additional financial assistance to locals to complete items on their workplans</li> <li>• Support Situation Tables/HUB</li> <li>• Monitor homelessness initiatives</li> <li>• Police/mental health initiatives i.e) CAMH survey, LEAD team RNs</li> <li>• Support police/mental health collaborations</li> </ul> <p>Advocate for increase of services in rural areas, i.e. financial equity</p>
<b>Budget Allocated (As of April 1, 2023)</b>	<b>\$2200</b>
<b>Status Update as of March 31, 2024</b>  <b>(Completed, Delayed, On Hold)</b>	
<b>Key Outcomes</b>	<ul style="list-style-type: none"> <li>• Collaboration with SEO region and local committees</li> <li>• Improved coordination of regional activities</li> <li>• Support local committees with new projects and initiatives</li> <li>• Offset local overages if any – upon request and approval of group.</li> <li>• Identify any system gaps across the SE region and possible solutions</li> </ul> <p>Sustainability for the funding/collaborative care approach</p>
<b>Budget Used by March 31, 2024</b>	

**General Information for Activity II.**

<b>Description</b>	Facilitate the provision of training and education in topics relating to human services and justice
<b>Objectives and Key Deliverables</b>	<ul style="list-style-type: none"> <li>• Support local committees in delivery of LEAD training</li> </ul> <p>Support Provincial HSJCC Conference</p>
<b>Budget Allocated (As of April 1, 2023)</b>	<p><i>\$7,125 x5 allocated to each local for training and development = \$35,625</i></p> <p><i>\$12,000</i></p>
<b>Status Update as of March 31, 2024</b>  (Completed, Delayed, On Hold)	
<b>Key Outcomes</b>	<ul style="list-style-type: none"> <li>• Provide networking opportunities</li> <li>• Training provided to include police, EMS, mental health and addiction, emergency departments and partner agencies on protocol</li> <li>• Opportunity to promote public education of the HSJCC committee</li> </ul>
<b>Budget Used by March 31, 2024</b>	<b>\$1545</b>

<b>General Information for Activity III.</b>	
<b>Description</b>	<p>Identify issues with respect to service delivery, coordination &amp; capacity</p> <p>Implementation of provincial membership engagement plan and ongoing support of local committees</p>
<b>Objectives and Key Deliverables</b>	<ul style="list-style-type: none"> <li>• Minutes of Steering Committee Meeting including 5 local reports up to 6 times per year</li> <li>• Review reports and data from local Situation Tables</li> <li>• Participate on Provincial HSJCC</li> </ul>

	Annual review of membership lists and active recruitment
<b>Budget Allocated (As of April 1, 2023)</b>	<b>\$0</b>
<b>Status Update as of March 31, 2024</b>  (Completed, Delayed, On Hold)	
<b>Key Outcomes</b>	<ul style="list-style-type: none"> <li>• Completion of regional and local work plans</li> <li>• Identify common issues locally and provincially</li> <li>• Provide support for provincial work plan activities</li> <li>• Available members of SEO committee to attend a provincial meeting</li> </ul>
<b>Budget Used by March 31, 2024</b>	

<b>General Information for Activity IV.</b>	
<b>Description</b>	Court Diversion Steering Committee
<b>Objectives and Key Deliverables</b>	<ul style="list-style-type: none"> <li>• Host one annual meeting of court diversion workers from across the region</li> </ul> Training
<b>Budget Allocated (As of April 1, 2023)</b>	<b>\$1000</b>
<b>Status Update as of March 31, 2024</b>  (Completed, Delayed, On Hold)	
<b>Key Outcomes</b>	<ul style="list-style-type: none"> <li>• Opportunity to identify regional issues and make best use of regional resources</li> <li>• Identify gaps and communication to SEO</li> </ul> Support Court Diversion workers to attend Provincial Conference
<b>Budget Used by March 31, 2024</b>	

<b>General Information for Activity V.</b>	
<b>Description</b>	Standardized template for committee agenda and minutes
<b>Objectives and Key Deliverables</b>	<ul style="list-style-type: none"> <li>• Update orientation package local and regional</li> <li>• Local reports at each SEO regional meeting up to 6 times per year</li> </ul> Contribute information to provincial website and newsletter
<b>Budget Allocated (As of April 1, 2023)</b>	
<b>Status Update as of March 31, 2024  (Completed, Delayed, On Hold)</b>	
<b>Key Outcomes</b>	<ul style="list-style-type: none"> <li>• Support participation provincial HSJCC webinars</li> <li>• Dissemination of information at the local, regional and provincial levels</li> <li>• Local issues escalated to regional and provincial tables</li> <li>• Obtain provincial orientation package and update regional and local based on provincial.</li> </ul> SEO conference
<b>Budget Used by March 31, 2024</b>	

...Add additional charts as need.