

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

Name of Regional or Local HSJCC	South West Regional HSJCC
Chair/Co-Chair Names & Contact Information	Chair: Erika Sweitzer esweitzer@slcs.ca Co-Chair: Trevor Tymchuk trevor@tymchuk.ca
HSJCC Objectives	This year will see a significant change in the regional committee as we will shift from being an administrative/oversight committee, with a membership almost exclusively consisting of the chairs of the constituent Local Committees, to being a systems table with a much wider membership.
Name of Transfer Payment Agency & Contact Information	St. Leonard's Community Service of London and Region 405 Dundas Street London, Ontario N6B 1V9 Justine Prawdzik, Manager of Finance jprawdzik@slcs.ca 519-850-3777 ext 230
Total # of Funds Received from Regional Health Office	Total Regional Funds = \$70,889 SW Regional funds allotted = \$1500

List of Key Activities & Initiatives

- I. Regional Committee Reorganization
- II. Membership
- III. Re-align Elgin County Local HSJCC

IV. Regional Conference

V. New Member Guidebook

VI. Honoraria

VII. Administration

VIII. Support for Discharge from Court Protocols

... Please add additional rows as needed.

General Information for Activity I.	
Description	Regional Committee Reorganization
Objectives and Key Deliverables	Unlike most regional HSJCCs, the South West Regional HSJCC has had a membership primarily limited to the chairs of the Local HSJCCs in the South West and has functioned essentially in a mostly administrative capacity, assisting the chairs in their duties. While this has certainly helped the Local Chairs in running their committees, it has left a gap when looking at systems issues regionally. We hope to reorganize the Regional Committee to take on this system function in line with other regional HSJCCs in the HSJCC Network during this fiscal year.
Budget Allocated (As of April 1, 2024)	\$0
Status Update as of March 31, 2025 (Completed, Delayed, On Hold)	
Key Outcomes	
Budget Used by March 31, 2025	

General Information for Activity II.	
Description	Membership
Objectives and Key Deliverables	With the reorganization of the Regional Committee, we will be opening up the membership of the committee to many more organizations and Ministries who have the necessary Regional systems level point of view. We hope to grow our membership to bring these valuable views to the table.

Budget Allocated (As of April 1, 2024)	\$0
Status Update as of March 31, 2025 (Completed, Delayed, On Hold)	
Key Outcomes	
Budget Used by March 31, 2025	

General Information for Activity III.	
Description	Re-align Elgin County Local HSJCC
Objectives and Key Deliverables	Unfortunately, despite the best efforts of those in the South West and with help from the Provincial HSJCC Secretariat, the Elgin County Local HSJCC continues to be dormant. We are now exploring merging Elgin County with either the adjoining Oxford County Local HSJCC or the adjoining London-Middlesex Local HSJCC. We hope to have this completed this fiscal year so that Elgin County can benefit from being served by the HSJCC soon.
Budget Allocated (As of April 1, 2024)	\$0
Status Update as of March 31, 2025 (Completed, Delayed, On Hold)	
Key Outcomes	
Budget Used by March 31, 2025	

General Information for Activity IV.	
Description	Regional Conference
Objectives and Key Deliverables	Following a successful in-person one-day conference in London in October 2023, we hope to organize a conference for the fall of 2024 for up to 100 participants.
Budget Allocated (As of April 1, 2024)	Explore the potential of each local contributing towards supporting the cost of the conference.

Status Update as of March 31, 2025 (Completed, Delayed, On Hold)	
Key Outcomes	
Budget Used by March 31, 2025	

General Information for Activity V.	
Description	New Member Guidebook
Objectives and Key Deliverables	We hope to adapt the HSJCC Network Orientation Package developed provincially to our region and, in turn, to our locals. With the Regional Committee actively recruiting new members, this should be a great benefit.
Budget Allocated (As of April 1, 2024)	\$0
Status Update as of March 31, 2025 (Completed, Delayed, On Hold)	
Key Outcomes	
Budget Used by March 31, 2025	

General Information for Activity VI.	
Description	Honoraria
Objectives and Key Deliverables	Respecting the value of persons with lived experience who participate on the Regional Committee, we follow the Provincial HSJCC Honoraria Policy.
Budget Allocated (As of April 1, 2024)	\$500
Status Update as of March 31, 2025 (Completed, Delayed, On Hold)	
Key Outcomes	

Budget Used by March 31, 2025	
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General Information for Activity VII.	
Description	Administration Support
Objectives and Key Deliverables	Increased capability of each local to work more efficiently and focused on the Work Plan. Greater capability to complete initiatives and provide a timely minute taking process.
Budget Allocated (As of April 1, 2024)	\$1000
Status Update as of March 31, 2025 (Completed, Delayed, On Hold)	
Key Outcomes	
Budget Used by March 31, 2025	

General Information for Activity VIII.	
Description	Support for Discharge from Court Protocols
Objectives and Key Deliverables	Also known as Red Envelope or Red Bag programs, the Regional Committee hopes to encourage and support Local Committees in pursuing the development of discharge from court protocols involving the various correctional institutions in the Region.
Budget Allocated (As of April 1, 2024)	\$0
Status Update as of March 31, 2025 (Completed, Delayed, On Hold)	
Key Outcomes	
Budget Used by March 31, 2025	

...Add additional charts as need.