

**THUNDER BAY DISTRICT
HUMAN SERVICES AND JUSTICE COORDINATING COMMITTEE
Minutes of Friday, September 13 2013
12:00 – 1:00 p.m.
St. Joseph’s Health Centre**

Present: Kelly Pastor; Brain Injury Services of Northern Ontario, Melanie Anderson; LCCC, Joanne Boucher; Alpha Court, Sylvie Hoff; Thunder Bay Police, Nancy McGuire; Dilico, Ivana Berardi; Thunder Bay Correctional Centre, Julie Zdep; Dual Diagnosis, Michelle Davidson; TBRHSC - Forensics

Chair: Joanne Boucher

Minutes: Joanne Boucher

ITEM	DISCUSSION	ACTION
1.0 Welcome & Introductions		
2.0 Approval of Agenda	The agenda was approved as written.	
3.0 Approval of June Minutes	The minutes were approved as written. Accepted by consensus. Discussed future minute-taking taking place on a rotating basis among committee members to reduce the workload of the chairs.	Agreed on consensus that for future meetings, the last member to arrive would be assigned the task of taking minutes, and sending the completed work to a chair person for distribution.
4.0 Business Arising	Non-perishable Food Item – Members agreed to bring a non-perishable food item to future meetings to be donated to Shelter House or RFDA.	
5.0 New Business 5.1 “Word on the Street” Service Access Surveys	Members reviewed the surveys, 67 completed in total. There were no surprises in the results; most common needs identified were opportunities to get food,	Joanne to write a formal report of the results.

	socialization, increased financial resources and housing. These were also the main reasons for accessing the existing services available.	
5.2 Terms of Reference	Approved by the committee as written; to be presented to the Steering Committee prior to final submission for uploading to Provincial HSJCC website.	
5.3 Provincial Conference	Waiting for clarification of subsidy distribution, pending confirmation from Regional Committee that they will cover 4 subsidies for the Regional committee.	
5.4 Crime Report	Members were encouraged to follow the regular crime reports on the Crimestoppers web site. Sylvie advised that the reports are updated daily pending availability of new stats.	
5.6 Alpha Court Day Centre	Several attendees expressed interest in receiving updated calendars for Alpha Court's Day Centre should they have clients who would be interested in attending the groups and lunch program, which are offered daily Monday-Friday.	Joanne to send the email addresses of members to Jesse James to be added to the mail-out list.
6. Consumer/Survivor Advisory Committee	A cheque from Wal-Mart for \$200 was donated, additional funds will require allocation from the remaining budget after Provincial Conference subsidy availability has been finalized. Ivana suggested connecting with Elizabeth Fry for possible collaboration with them for the kits for women. Condoms and dental dams were suggested as additions to the kits. Joann Davis has been recruited as a new member to replace Stephany Potinteau.	Joanne to follow up with Consumer Survivor group with the suggestions, and make plans for the kits to be completed prior to October 11/2013 meeting.
7.0 Date of Next Meeting	Friday October 11 2013 – 12 noon to 2:00 p.m. at St. Joseph's Health Centre; Room to be determined.	RSVP to Julie or Joanne

Adjournment	The meeting was adjourned at 1:00 p.m.	
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