



Terms of Reference

Preamble

The Ontario government's policy framework for people with clinical needs who come in conflict with the law, *A Provincial Strategy to Coordinate Human Services and Criminal Justice Systems in Ontario*, was approved in June 1997.

Human Services and Justice Coordinating Committees were established in response to a recognized need to coordinate resources and services, and plan more effectively for people who are in conflict with the law. Priority consideration will be made for people with a serious mental illness, which may include individuals with developmental disability, acquired brain injury, drug and alcohol addictions, and/or fetal alcohol syndrome. The committees are a cooperative effort of the Ministries of the Attorney General, Community and Social Services, Children and Youth Services, Health and Long-term Care, and Community Safety and Correctional Services.

The two primary areas of emphasis for this committee are to:

1. Provide a planning table to bring together stakeholders to find solutions to the problem of the criminalization of people with the above-defined unique needs in Waterloo and Wellington regions, and;
2. Develop a model of shared responsibility and accountability in dealing with this group of offenders at points of intersection with the justice system.

Regional committees are established to coordinate communication and service integration planning between health, criminal justice and developmental service organizations within specific regions. As local committees are formed, they will establish guidelines and membership based as required in each Region.

Further, the provincial HSJCC (made up of chairpersons/coordinators from regional committee across Ontario) will address provincial service and policy issues, identify solutions to systemic problems and make recommendations to appropriate Ministries. In addition to chairs/coordinators of regional HSJCCs, membership of the provincial committee may consist of representation from the Interministerial Working Group with support from Mental Health and Addictions Branch, Ministry of Health and Long-term Care.

Goal

To develop an integrated, coordinated and seamless service delivery system that meets the needs of this client population and supports community safety in Waterloo Wellington.

Objectives

1. Facilitate communication through effective linkages among health, criminal justice and social service sectors, and between local committees, as outlined in the work plan.
2. Identify issues with respect to service delivery and capacity of the various systems.
3. Address issues such as access to and duplication of services.
4. Consult with local committees to determine predominant issues in particular geographical areas across the region.
5. Coordinate regional training opportunities for all sectors involved in serving the target population (this will include presentations to the HSJCCs as needed and appropriate by community organizations, stakeholders, and relevant parties).
6. Provide informed input and advice concerning research, system design, planning, program implementation, and resource allocation to the partner ministries.

Membership

The Regional HSJCC for Waterloo Wellington will be comprised of a minimum of one representative from each Local committee. If there are fewer than three established local committees in the region, there may be a necessity for a greater number of Local representatives from each committee to make up the Regional committee.

In addition, the Regional Committee will include representatives from the ministries involved in this initiative: Ministry of Health and Long-term Care, Ministry of Community and Social Services, Ministry of Children and Youth Services, Ministry of the Attorney General, Ministry of Community Safety and Correctional Services. The committee will also include representation from the Forensic Program of a designated facility.

Frequency of Meetings

The HSJCC for Waterloo Wellington will meet at least quarterly throughout the year, although in the first year, meetings may be more frequent (e.g., every two months).

Managing the Committees' Work

The HSJCC Waterloo Wellington will develop an annual work plan, and will also review those of the local committees to identify opportunities for sharing and coordinating information, as well as for determining how they fit into the areas of focus the regional committee has determined. Work plans will be reviewed annually to identify outcomes, the work that has been completed, and projects that will be continued in the next year. These work plans will also be submitted to the Provincial Committee to identify opportunities for sharing of best practices and innovative service solutions.

Further, the Regional Committees will review the committee structure for that region and will determine the need for additional local committees.

Reporting Relationship

The Local Committees will develop work plans and budgets and will submit those to the Regional Committees. The Regional Committees will develop a work plan and budget for the Region (encompassing all local and regional plans), which will be submitted to the regional designated transfer payment agency. As the transfer payment agency, CMHA (Waterloo Regional and Wellington Dufferin branch) will submit budgets and work plans to the MOHLTC Regional Office for approval.