

## HSJCC MEETING

**Date:** April 28, 2020

**Time:** 1:00 pm – 2:00 pm

**Location:** GoTo meeting

Present: Caitlin Pakosh, Jason McIlveen, Jun Maranan, Kelly Cetnarski, His Worship Douglas Clark, Michele Charney, Nicole DeAgazio, Senem Ozkin, Tricia Samaroo, Vikki Harris

Regrets: Aara Amey-Ayer, Dafna Freisinger, Ian Mason, Vicky Simos, Pam Andrews, Cathy Halovanic

AGENDA ITEM	DISCUSSION	ACTION/ FOLLOW UP
1. Review and approval of agenda	1.1 Motion to approve agenda	His Worship Douglas Clark motioned to approve agenda. Michele seconded. Motion carried.
2. Review and approval of minutes from last meeting	2.1 Motion to approve minutes	Jason motioned to approve minutes from March 10, 2020. Vikki seconded. Motion carried.
3. Fund Allocations	<p>3.1 Use of 2019 budget funds for 2020 budget – gift cards:</p> <p>Surplus was used for gift cards for future lunch and learns and swag items for conference.</p> <p>3.2 2020 budget review from Jun:</p> <p>Jun reviewed the 2020/2021 budget with committee. Committee appreciated the transparency of this action.</p> <p>Discussion about note taker being a voting member on committee.</p>	<p>Amendment to be made on Terms of Reference to include any individual receiving compensation from committee budget shall not be a voting member.</p>

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<p><b>4. Lunch &amp; Learns</b></p>	<p><b>4.1</b> Only 2 this year due to the conference.</p> <p>Potential dates for lunch and learn can be in 2021 due to Covid-19 uncertainty.</p> <p>No sub-committee is needed at the current moment.</p>	
<p><b>5. 2020 HSJCC Conference</b></p>	<p><b>5.1</b> Update from Sub Committee:</p> <p>Need a contingency plan for our conference.</p>	<p>Sub-committee to set a date for when we should determine to have to cancel or reschedule conference by.</p> <p>Nicole to reach out to Oakwood Terrace determine deadline for when we are able to reschedule or cancel conference.</p>
<p><b>6. Resources</b></p>	<p><b>6.1</b> Resources to share:</p> <p>Tricia shared Provincial HSJCC weekly webinar information on institutional issues due to Covid-19.</p> <p>Caitlyn provided a court update: adjourning all matters to 10 weeks; still running bail hearings.</p>	
<p><b>7. Provincial HSJCC</b></p>	<p><b>7.1</b> Meeting updates:</p> <p>Tricia and Jason are attending biweekly meetings.</p> <p>3 questions always asked at meetings are:</p>	<p>Planning day/team building day being offered by the Secretariat office from the HSJCC.</p>

AGENDA ITEM	DISCUSSION	ACTION/ FOLLOW UP
	<p>How is COVID-19 affecting service delivery in your region?            Is there any information that you would like to share that could help support the HSJCC Network during this time?            How can the PHSJCC + Secretariat support you?</p> <p>No release plan inmates being released from jail due to Covid-19; most people are ending up in Toronto; which creates a resource drain on Toronto police.</p> <p>York region shelters requesting Personal Protective Equipment from York Regional Police.</p>	<p>Provide Jason and Tricia with answers to the 3 questions so that we can share them at the P-HSJCC bi-weekly meetings.</p>
<p><b>8.</b> Family Group Needs Assessment</p>	<p><b>8.1</b> On hold due to Covid-19.</p>	
<p><b>9.</b> Metrix Survey</p>	<p><b>9.1</b> On hold due to Covid-19.</p>	
<p><b>10.</b> Committee Attendance</p>	<p><b>10.1</b> New members:</p> <p>Tricia introduced our two new members - Caitlin Pakosh from the Crown Attorney's Office at Newmarket Court and Senem Ozkin from the Legal Aid Office at Newmarket Court.</p> <p>Edna Simmons has left Women's Support Network. Organization's Executive Director is looking into a possible new member for committee.</p>	

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	<p><b>10.2</b> Letters sent to inactive members:</p> <p>Salvation Army currently has no member on committee due to Gord Evans retirement.</p>	<p>Tricia to follow-up with inactive members.</p>
<p><b>11.</b> Property Retrieval Document</p>	<p><b>11.1</b> On hold due to Covid-19.</p>	
<p><b>12.</b> Other Business</p>	<p><b>12.1</b> Next meeting date: May 26<sup>th</sup>, 2020.</p>	<p>Nicole to send invitation via Outlook.</p> <p>Next meeting will possibly be over Zoom.</p>
<p><b>13.</b> Motion to adjourn</p>	<p><b>13.1</b> Motion to adjourn meeting</p>	<p>Kelly motioned to adjourn meeting. Vikki seconded. Motion carried.</p>