



## EXECUTIVE COMMITTEE MEETING

**Monday, September 16, 2019 – 12:00 to 2:00 p.m.**  
**Barrie Common Roof, 165 Ferris Lane, Barrie**  
**MINUTES**

Attended		Regrets
Melanie McLearn (Chair)	Kathryn Manners (Coordinator)	John Clarke
Claudine Cousins (Vice Chair)	Julie McAlpine (EA) Sarah Papple	Yves Levesque
Kimberley Greenwood (Past Chair)	Melanie Slade Morrison	
Anna Drexler	James Thomson	

Item		Minutes	Motion/Action
1.	Welcome	Melanie welcomed everyone to the meeting. An ice breaker to introduce everyone took place.	
2.	<b>Consent Agenda:</b> Approval of Minutes: June 17, 2019 Approval of the Agenda Approval of August 31, 2019 Financial Report	<b>Motions:</b> Moved by Kimberley Greenwood, seconded by Melanie Slade Morrison, that the Executive Committee Minutes of June 17th, 2019, be approved. All in favour; carried.  Moved by Melanie Slade Morrison, seconded by Kimberley Greenwood that the Executive Committee agenda of September 16 <sup>th</sup> , be approved. All in favour; carried  Moved by Kimberley Greenwood, seconded by James Thomson, that the Financial Report for the period ending August 31, 2019, be approved. All in favour; carried	
3.	Declaration of Conflict of Interest	None declared.	
4.	<b>Standing Agenda Reports:</b> <ul style="list-style-type: none"> <li>• Officer Reports               <ul style="list-style-type: none"> <li>➤ Member Relations Officer                   <ul style="list-style-type: none"> <li>▪ Membership Fee Report</li> </ul> </li> <li>➤ Integrated Planning Table                   <ul style="list-style-type: none"> <li>▪ Navigating Transitions event</li> <li>▪ Working Group Updates</li> </ul> </li> <li>➤ Advocacy/Government Relations Officer                   <ul style="list-style-type: none"> <li>▪ Federal Election Strategy</li> <li>▪ Health Unit Position Paper</li> </ul> </li> </ul> </li> </ul>	<b>Officer Reports:</b> <u>Member Relations Officer</u> Julie provided an update on membership fees on behalf of John. Five membership fees remain outstanding. Julie followed up with all of these in June and again this month; one has responded funds are forthcoming.  James has been attempting to try to meet with Mandy from Dnaagdawenmag Binnoojiiyag Child and Family Services to help them complete the invoice. It was proposed setting their 2019/20 fees at \$1500 to facilitate their membership. <b>Post Meeting Note:</b> Dnaagdawenmag Binnoojiiyag contacted Julie regarding moving forward with their membership. An invoice was sent to them for \$1500 as discussed.	Julie to prepare invoice. Melanie to reach out to Mandy.

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	<p>There has been no further contact with Lakehead on becoming a member since Danielle Poetta attended the May Council meeting</p> <p>The reason for a decrease in a member agency's annual dues is still unknown. Chris Brens was to have followed up with John regarding this.</p> <p><u>Integrated Planning Table (IPT)</u> As Yves was unable to attend today, Kathy provided an overview of the Sept. 10<sup>th</sup> IPT which included a review of their ToR, a decision to bring back the Warm Transfer subcommittee to work on the recommendations, and a review of their workplan.</p> <p>Working groups met for the second half of the meeting. The TAY groups' planning for the Oct. 3<sup>rd</sup> Navigating Transitions event in Midland is well underway with 36 registrations as of today. The Equity, Diversity &amp; Inclusion Group (formerly Cultural Competencies) is moving forward on their work in developing a template for Coalition. A new group working on developing a Manual for Including People with Lived Experience started work to develop a guideline/manual for use by Coalition members on including/engaging people with lived experience. Council members will be asked to share any work they have done re this. The Evaluation Framework group is being closed.</p> <p><u>Advocacy/Government Relations Officer</u> Sarah provided an update on the Advocacy Group meeting that took place this morning. There have been some issues getting certain parties to attend the Sept. 26<sup>th</sup> Candidates Meeting at Council. Gerry Hawes (Liberal) and Stephen Makk (People's Party) are confirmed, Erik Schomann, Green Party, had confirmed but has since resigned. <b>Post Meeting Note:</b> Matt Lund from the Green Party has confirmed</p> <p>Sarah outlined the plan the Advocacy Group is suggesting to obtain candidates from the Conservative party. It was decided that Kimberley will reach out to Doug Shipley first. If he is unavailable, go back to Bruce Stanton, expressing the importance of having a Conservative party presence and ask if someone else is able to attend to speak to the party's platform.</p> <p>If we are unable to get a candidate, we may need to come up with an alternative Hot Topic for the meeting eg. inviting a Political Science professor from Lakehead to speak, present party platforms (if available), etc.</p> <p>Other strategies underway include:</p> <ul style="list-style-type: none"> <li>• email election questions to parties requesting a written response</li> <li>• send out Town Hall meeting information in the weekly updates, ask members to attend to pose Coalition questions and forward responses to Julie. Leave a copy of the questions with the candidates.</li> </ul>	<p>John to followup.</p> <p>Julie to remind John and Chris re this.</p> <p>Candidates need to respond by Fri., Sept. 20<sup>th</sup>.</p> <p>Everyone to give thought to a Plan B if unable to get candidates</p> <p>Julie to send questions in weekly updates and have copies for Council</p>

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	<ul style="list-style-type: none"> <li>Call out for key messages from agencies, pull information together</li> </ul>	meeting. Julie to request any agency's key messages
<p>5. <b>Business Arising:</b></p> <ul style="list-style-type: none"> <li>Website Refresh</li> <li>Members' Report</li> <li>2019/20 Hot Topics</li> </ul>	<p><b>Website:</b> Melanie Slade Morrison provided an overview of the process that started last year to refresh the Coalition's website. The goals included an update of the brand and logo, increasing mobile responsiveness, updating the browser, cleaning up existing content, etc.</p> <p>The link to the website had been sent out to Executive Committee members to provide feedback today. There is still some work to do. It was noted, with the budget, there is not a lot of room for significant changes. Melanie provided an overview of the refresh. Julie and Kathy are meeting with Theresa Sandy to review the content on the Indigenous page. As we move forward, we will need to look at setting criteria to post events to the Calendar.</p> <p>Feedback included:</p> <ul style="list-style-type: none"> <li>ensure links open documents in a new page</li> <li>some discussion about the Circles on the Home page – are these the right titles</li> </ul> <p>Before going live, another viewing of the website by Melanie, Kathy and Julie will be undertaken. Executive members approved the website to go to Council.</p> <p>Kathy also reported that we have a Georgian college graphic design student working on a brand book for us, hopefully to be completed by December.</p> <p><b>Members' Report</b> The Members Report was sent out with the Consent Agenda for review. Some formatting issues were noted.</p> <p><b>Hot Topics</b> Kathy suggested a potential presentation to Council on the Canadian Index of Child and Youth Well-being. Kathy has also approached them for an opportunity for us to become an early adopter of the indicators in the second phase, following Waterloo. Approval was given to move forward with a presentation in November.</p>	<p>Add website to Council agenda</p> <p>Julie to make revisions.</p> <p>Kathy to confirm presenter for November Council meeting.</p>
<p>6. <b>New Business:</b></p> <ul style="list-style-type: none"> <li>Award of Excellence</li> <li>Annual Presentation to Council</li> </ul>	<p><b>Award of Excellence</b> The nomination form has gone out to Coalition members. Kathy provided a brief overview of the criteria and process. One nominations has been received so far. The deadline for nominations is September 30<sup>th</sup>. The award will be presented at the November Council meeting.</p>	

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	<p><b>Annual Presentation to Council</b> The presentation had been sent out to Executive members to bring comments back to the meeting. A change in the order of the slides was suggested.</p>	Post presentation on website.
<p>7. <b>Strategic Workplan</b></p> <ul style="list-style-type: none"> <li>• Executive Committee Workplan <ul style="list-style-type: none"> <li>➤ Dashboard</li> </ul> </li> </ul>	<p><b>Executive Committee Workplan</b> Melanie reviewed the Executive Committee Workplan, specifically those items indicated for year 2. Some revisions were suggested:</p> <ul style="list-style-type: none"> <li>• add federal election strategy for year 2</li> <li>• Change MPP roundtable to year 3 (line 11)</li> <li>• add how to support line 18 – Identify key reports, documents, etc.</li> </ul> <p><b>Dashboard</b> Anna reviewed a presentation on the work to date on the dashboard, defining the four domain areas and definitions. There is a working group of data experts in place to assist in determining what data is available for the indicators.</p> <p>Kathy will be presenting the dashboard concept to tables and will get updates from each group to be included.</p>	<p>Bring Communication Strategy back as an agenda item.</p> <p>Anna to present on the dashboard at Council on Sept. 26<sup>th</sup>.</p>
<p>8. <b>Review of Council Agenda Sept. 26/19</b></p>	<p>The agenda for the September 26<sup>th</sup> Council meeting was reviewed and approved. Melanie spoke about meeting with indigenous partners around changing/evolving Land Acknowledgement Statements and will speak a bit about this at Council. Sarah gave an update on what will be on the pulse poll.</p>	

**Next Meeting: October 21, 2019, 12:00pm to 2:00pm, Barrie Common Roof, 165 Ferris Lane, Barrie**