SIMCOE FASD ADVISORY COMMITTEE
TERMS OF REFERENCE

Purpose:

Outcomes: To reduce the incidence of Fetal Alcohol Spectrum Disorder (FASD) and to have timely access to diagnostic and treatment services for those living with FASD.

Process: To ensure a comprehensive and coordinated approach for the prevention, diagnosis and treatment of FASD in Simcoe County. This is accomplished by providing support and direction to FASD initiatives to align with Simcoe County's collective vision for FASD.

Function of the Advisory Committee:

1. Support the collaboration and coordination of FASD related initiatives and identify where gaps exist.
2. Advocating for FASD related initiatives within community services.
3. Champion the needs of those affected by FASD.
4. Support the associated FASD initiatives and advise on decisions brought forward by FASD groups.

Membership:

See Figure 1 for the relationship of the FASD advisory committee to the other community tables. The list of specific advisory committee members by organization is as follows:

- Catulpa Community Support Services
- E3 Community Services
- Mackenzie Health
- New Path Youth and Family Services
- Parent Representation
- Simcoe County District School Board
- Simcoe Muskoka District School Board
- Simcoe Muskoka District Health Unit
- Simcoe Muskoka Family Connexions

Role of Advisory Members:

- Attend regularly scheduled FASD Advisory Committee meetings
- Work collaboratively to communicate and integrate the comprehensive vision
- Broadly share 'learnings' from the FASD Initiative with the community
- Provide leadership to support alignment of practices and policies within the comprehensive vision
- Act as a liaison with community partners as needed

- Keep FASD Advisory Committee informed and up to date about new FASD undertakings (E.g. projects and partnerships)

Decision Making:

Whenever possible, decisions will be made by consensus. Should that not be possible, decisions will be made by the majority or by lead agency.

Accountability:

The FASD Advisory will report to Child Youth and Family Services of Simcoe County annually or as requested. FASD Working groups will report to FASD Advisory via FASD Project Coordinator or delegate (updates monthly and report annually)

Role of Co-Chairs:

Prepare agenda, circulate prior to FASD Advisory Committee meeting; chair meetings. Term of co-chairs 2 years, will rotate alternate years.

Minutes:

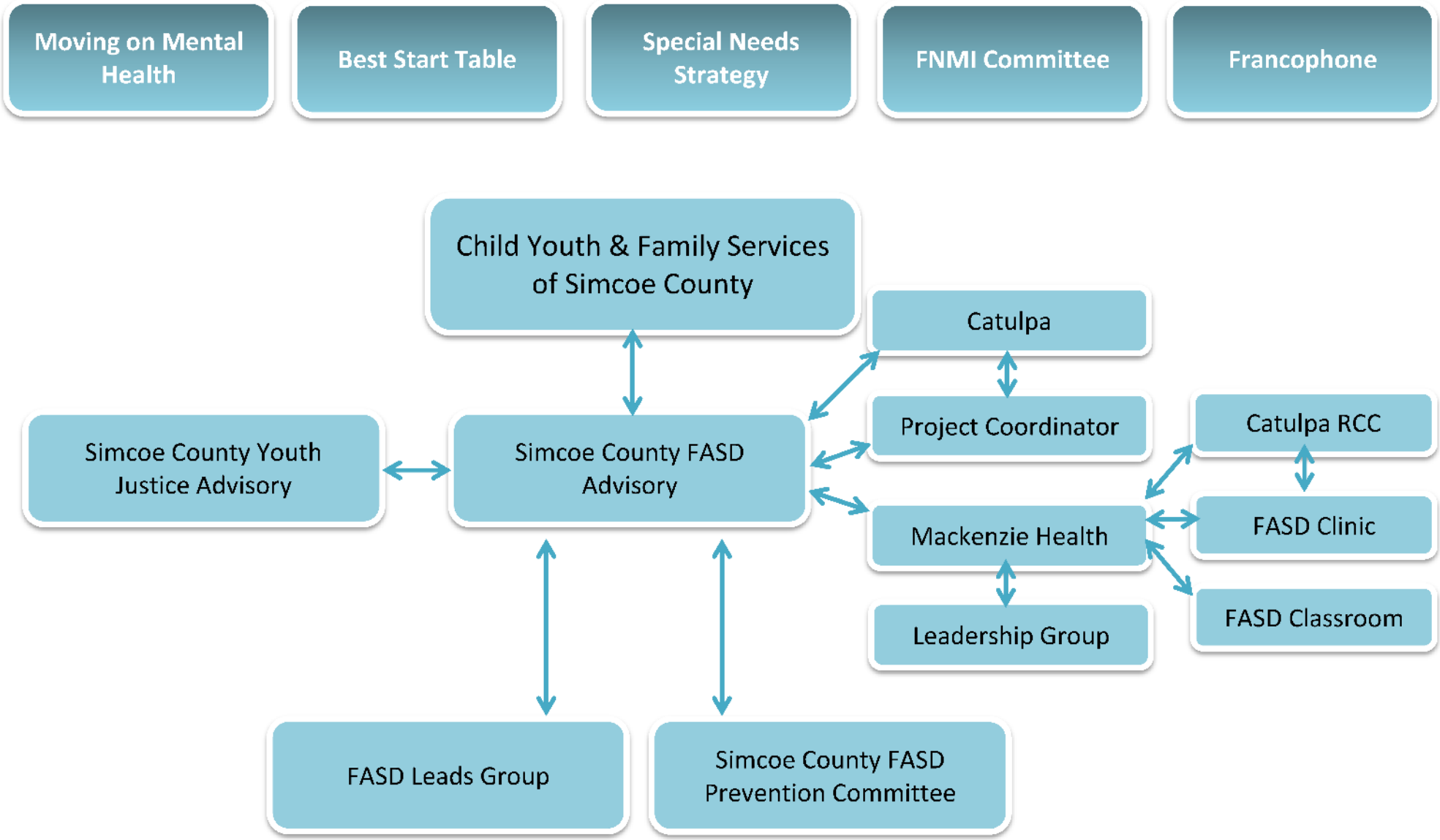
Completed and distributed by the Project Coordinator/delegate

Time Frame:

2017- 2018

Date Advisory Committee Formed:

April 2008

Figure 1

SIMCOE COUNTY FASD ADVISORY STRUTURE