

EXECUTIVE COMMITTEE MEETING

Monday, October 19, 2020,

12:00 - 2:00pm

Videoconference

MINUTES

Attended		Regrets	
Claudine Cousins (Chair) Christine VanderByl (Vice Chair) Melanie McLearn (Past Chair) John Clarke Gerry Croteau Valerie Grdisa		Lucy Gowers Kathy Manners (Coordinator) Julie McAlpine (Recorder) Melanie Slade Morrison James Thomson	
Item	Minutes	Action	
1.	Welcome	Claudine welcomed everyone to the meeting.	
2.	Consent Agenda: Approval of Minutes: September 21, 2020 Approval of Agenda Approval of Financial Report: September 30, 2020	MOTIONS: Moved by Gerry Croteau, seconded by Christine VanderByl that the minutes of September 21, 2020, be approved. Moved by Melanie McLearn, seconded by Melanie Slade Morrison that the Executive Committee agenda of October 19, 2020, be approved. Moved by James Thomson, seconded by Melanie Slade Morrison that the Financial Report for the period ending September 30, 2020, be approved. Moved by Lucy Gowers, seconded by Christine VanderByl that the Trustee Agreement be approved. Moved by Melanie Slade Morrison, seconded by Lucy Gowers, that the Annual Report be approved for circulation, with the inclusion of the report from Triple P, if received in time.	All in favour; carried All in favour; carried. All in favour; carried. All in favour; carried. All in favour; carried.
3.	Declaration of Conflict of Interest	None	
4.	Standing Agenda Reports: <ul style="list-style-type: none"> • Officer Reports <ul style="list-style-type: none"> ➤ Member Relations Officer 	Member Relations Officer John reported there are currently five outstanding membership fees. We have received approximately \$97,000 to date. A membership package has	Kathy to follow up with CMHA YRSS for

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	<p>➤ Capacity Building Officer ➤ Integrated Planning Table ➤ Advocacy/Government Relations Officer ➤ Trustee</p> <p>been sent out to newly approved member Breaking Down Barriers. John is following up with a member agency that we have heard may not be renewing its membership. A membership recruitment letter has also been sent out to Georgian Bay Native Women’s Association.</p> <p>Integrated Planning Table (IPT) Gerry provided an update from the September IPT meeting where members reviewed the workplan and broke out into one of three working groups, Cultural Competency, Lived Experience Guide and Early Childhood Mental Health.</p> <p>The Cultural Competency group went over the deliverables from last year. The assessment tool will be coming to Executive to trial and then to Council for update. Also looking at an anti-oppressive framework and where it fits.</p> <p>The Lived Experience workgroup reviewed the draft manual and will use it as a starting point to create a guide to engage people with lived experience.</p> <p>This was the first meeting of the Early Childhood Mental Health working group. They will be looking into the Sick Kids mental health training and what can be done to increase awareness.</p> <p>Advocacy/Government Relations Officer The Advocacy Group met this morning. The Digital Access paper was approved and is on the Coalition website. More to come on this work.</p> <p>The Advocacy Group would like to have a conversation at the November Council meeting on Connection to Community. The group is working on creating a background document and would like to give membership the opportunity to collaborate and provide feedback and next steps.</p> <p>John sits on the Safety Plan Committee which is looking at increasing volunteerism and connection to community. John suggested reaching out to Val Gates and Chief Greenwood to link to this work.</p> <p>Capacity Building Officer Valerie had sent the OHT slide deck to Julie - should this be shared with Council? Claudine sits on the committee in York that meets monthly. Notes could be shared from the health teams on how they are progressing in their areas. It would be good for everyone to have a baseline understanding. Valerie will be attending her first Dashboard meeting this week, which is the</p>	<p>clarification on membership.</p> <p>Bring forward to Advocacy Group.</p> <p>Valerie will add slides to existing slide deck and share.</p>

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	<p>first one since summer. Kathy has been attending working group meetings for input on data sources and indicators.</p> <p>Trustee <u>Investment Fund Options</u> James provided an overview of the meeting with Terry Cheaney from RBC regarding investment options for the Coalition's surplus funds. We need to advise RBC with next steps for how to proceed.</p> <p>James will ask RBC to put together a portfolio/proposal showing options, for approval. We identified the need to have funds in an investment over the long term as well as access to some funds to draw down on easily if needed.</p> <p>The challenge of what we want to do with this money was noted. We also need to be responsible and have funds available in slow times.</p> <p>James to request a proposal from RBC and bring back to Executive with long term and shorter term access. James will also provide some recommendations from previous discussions re reserves and options how to use the money and what breakdowns look like under each option.</p>	<p>James to request proposal from RBC.</p> <p>ames to bring proposal and recommendations back to Executive.</p>
5.	<p>Business Arising:</p> <ul style="list-style-type: none"> • Land Acknowledgement Statement • Award of Excellence <p>Land Acknowledgement Statement (LAS) Kathy and Claudine were to look at other LAS' for a refresh of our existing statement. A meeting with BANAC, DBCFS to get input and views is currently being arranged and the outcome will be brought back here.</p> <p>Award of Excellence Two nominations were received. Kathy provided an overview on the process. The nomination committee met and reviewed the submissions with careful consideration to the criteria and put forward its recommendation for approval.</p> <p>Motion: Moved by Lucy Gowers, seconded by Gerry Croteau that the nomination for Lesley Watts as the recipient of the 2020 Award of Excellence be approved.</p>	<p>Bring back to Executive.</p> <p>Kathy will advise nominators. Julie to prepare letter to nominee and order the award.</p> <p>All in favour; carried.</p>
6.	<p>New Business:</p> <ul style="list-style-type: none"> • Revised Coalition Structure • Inspiring Healthy Futures • Accountability Statement for IPT Working Groups TOR <p>Revised Coalition Structure The Coalition Structure chart was reviewed and some changes made. A revision was necessary as a result of some changes to the working groups reporting to IPT. The yellow boxes report directly to IPT and the orange boxes are other groups or initiatives that are represented at the table.</p> <p>Inspiring Healthy Futures</p>	

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	<p>Kathy received an invitation to attend a focus group and was questioning if someone from the Executive was interested in participating or if she should represent the Coalition.</p> <p>The benefit of being connected to larger thinking around children's health from a regional perspective was acknowledged. Kathy will participate if there is still time and if not, acknowledge interest and ask to be kept informed.</p> <p>Accountability Statement for IPT Working Groups TOR A draft statement of accountability to be included in the Terms of References of working groups was reviewed.</p> <p>Motion: Moved by Gerry Croteau, seconded by John Clarke, that the following statement be included in the Terms of References of Working Groups that report to the Integrated Planning Table (Coalition): <i>"The (name) network/working group reports to the Child, Youth and Family Services Coalition (Coalition) of Simcoe County through the Integrated Planning on an annual basis. Working groups complete the Working Group/Network Update form which illustrates how their work aligns with the goals and strategic directions of the Coalition. "</i></p>	<p>Kathy to follow up on invitation.</p> <p>All in favour; carried.</p>
7.	<p>Cultural Competency Tool</p> <p>John advised a meeting with the Cultural Competency subcommittee is being called before the next IPT meeting to determine if the tool is complete. The tool will come to Executive as final, for feedback only.</p>	<p>Bring tool to Executive when finalized.</p>
8.	<p>Strategic Workplan</p> <ul style="list-style-type: none"> • Executive Committee Year 3 Workplan <p>The Executive Committee workplan was reviewed and the Historical Overview/Presentation and Award and Recognition items are now completed.</p> <p>At the last meeting, agreed on the deliverables for this year to include Coalition 20th Anniversary (Fall 2021) and starting the process for a new strategic plan.</p>	<p>Update workplan.</p>
8.	<p>Council Agenda: November 26/20</p> <p>The Hot Topic Plan was reviewed. Discussed hot topics being timely and relevant. If the meeting is more participatory than presenting, people feel engaged.</p> <p>The draft agenda for November 26th was reviewed. In order for enough time to add the Connection to Community break out section, we will need to reduce time from the Hot Topic.</p> <p>The Family Resource Tool for Mental Health can be an update.</p>	<p>Kathy will advise New Path.</p>

Next Meeting: Monday, November 16, 2020