

## EXECUTIVE COMMITTEE MEETING

Monday, September 21, 2020,

12:00 - 2:00pm

Videoconference

### MINUTES

Attended		Regrets
Claudine Cousins (Chair)	Valerie Grdisa	Gerry Croteau
Christine VanderByl (Vice Chair)	Lucy Gowers	James Thomson
Melanie McLearn (Past Chair)	Kathy Manners (Coordinator)	
John Clarke	Julie McAlpine (Recorder)	
Anna Drexler	Melanie Slade Morrison	

Item		Minutes	Action
1.	Welcome	Claudine welcomed everyone to the meeting and introduced members. This is Anna's last Executive meeting although she will continue as a part of the committee working on the dashboard. Valerie will be taking over as Capacity Building Officer. Lucy will Chair the Advocacy Group alone as it was decided at their meeting to proceed with one Chair and not Co-Chairs.	
2.	<b>Consent Agenda:</b> Approval of Minutes: June 15, 2020 Approval of Agenda Approval of Financial Report: August 31, 2020	<b>MOTION:</b> Moved by, Melanie Slade Morrison seconded by Anna Drexler, that the minutes of June 15, 2020, be approved. All in favour; carried.  Moved by Melanie Slade Morrison, seconded by Christine VanderByl, that the Executive Committee agenda of September 21, 2020, be approved. All in favour; carried.  Moved by Melanie Slade Morrison, seconded by John Clarke, that the Financial Report for the period ending August 31, 2020, be approved. All in favour; carried.	
3.	<b>Declaration of Conflict of Interest</b>	None	
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</li> <li>➤ Integrated Planning Table</li> </ul> </li> </ul>	<b>Member Relations Officer</b> <u>20/21 Membership Fees:</u> There are 8 outstanding membership fees and Julie continues to reach out to these organizations. There is a meeting with RVRHC regarding their	

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<ul style="list-style-type: none"> <li>➤ Advocacy/Government Relations Officer</li> <li>➤ Trustee <ul style="list-style-type: none"> <li>▪ Investment Fund Options</li> </ul> </li> </ul>	<p>membership following this meeting. John provided some background regarding RVRHC's involvement.</p> <p><u>New Member Applications</u></p> <p>Breaking Down Barriers Independent Living Resource Centre in Collingwood has requested membership with the Coalition. On review of their application, it fits the criteria and will be approved.</p> <p>Another application was received on behalf of Canadian Mental Health Association York Region and South Simcoe/Newcomers' Health and Well-Being.</p> <p>Clarification is needed if it is CMHA York/South Simcoe or Newcomers' Health and Well-Being applying for membership. If it is CMHA this would be a good fit as South Simcoe is an important area. If it is Newcomers, this work would fit with the LIP and help to expand access to knowledge/expertise in that area through our working group.</p> <p>A discussion ensued regarding a request from one of our member agencies to consider looking at our catchment area to include Muskoka.</p> <p><u>Ontario Health Teams</u></p> <p>A suggestion came forward through IPT that as LHINs wrap up, to look at approaching OHTs to join the Coalition.</p> <p>Valerie and Claudine shared their involvement with some of the OHT committees. There are five OHT's underway in different stages of development. The Couchiching OHT has been approved and the South Georgian Bay application is moving forward. It was noted that the Health Teams' perspective is health, to the exclusion of other sectors. It is important agencies not being funded by health have a voice. Valerie advised the criteria for lead agencies was primary care. Claudine has reached out to the Simcoe Health Team to learn who sits at the table.</p> <p>NSM LHIN is a Coalition member and we could reach out to our representative and ask them if they will be continuing once OHT is in place. We will keep the OHTs on our radar and consider having this as a Hot Topic to inform us what is going on and how they are coming together in our area.</p> <p><b>Integrated Planning Table (IPT)</b> <u>Cultural Competency Tool</u></p>	<p>Julie to send out new member package.</p> <p>John to reach out to contact to clarify structure.</p> <p>Add Coalition Catchment Area to Executive agenda.</p> <p>Val will continue to update Executive on OHT.</p> <p>John to reach out to Kim Sontong at NSM LHIN.</p>

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	<p>John provided an update on the cultural competency assessment tool created by the working group at IPT. The major objective of the tool is to help align organizations and make Simcoe County more culturally aware. After using the tool, organizations could come back and ask for assistance or reach out to the Member Relations Officer privately for support.</p> <p>The tool will be piloted at Executive by putting the Coalition as an entity through it and report back to the working group. Member agencies will be encouraged to use it. It was noted other groups are doing work in this area and that the tool is designed to help or complement that work.</p> <p><b>Advocacy/Government Relations Officer</b> Lucy provided an overview of the Advocacy meeting that took place this morning. The Advocacy Group recommended closing off the SDH polls. It was suggested adding the data to the Coalition website.</p> <p><u>Anti-Oppression Framework</u> The creation of a BLM statement for the Coalition led to conversation around the need for other statements eg. Indigenous people, and if the Coalition needs an anti-oppression framework. An anti-oppression framework would remove focus on any one segment of the oppressed, and provide a framework to address all.</p> <p>Discussion at Advocacy was this work would fit with IPT as part of the cultural competency piece but will intersect with Advocacy. Michael Bowe from SMFC has offered to join this group to provide some support.</p> <p><u>Digital Access Position Paper</u> The pandemic brought to the forefront the barriers for low income families related to digital access. The Advocacy group has created a position paper on Digital Access that they would like to present to Council.</p> <p><b>Capacity Building Officer</b> <u>Dashboard</u> Anna provided an update on the work on the dashboard which included meeting with Dufferin/Wellington/Guelph to talk about their work and discussions with the Data Consortium. A mockup of a template for each domain area was reviewed by Anna to provide an overview of what it would look like. Kathy has started to attend meetings of working tables to share the presentation and obtain feedback on data sources and indicators.</p>	<p>Add time to Executive agenda to trial tool</p> <p>Julie to add polls to COVID resource page.</p> <p>Add to IPT workplan.</p> <p>Present paper at Council meeting.</p>

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		<p><b>Trustee</b>  <u>Investment Fund Options</u>            As James was not present, this item will be deferred.</p>	Bring back to next agenda.
5.	<p><b>Business Arising:</b></p> <ul style="list-style-type: none"> <li>• Membership Collaboration</li> <li>• Land Acknowledgement Statement</li> <li>• Annual Report</li> </ul>	<p><b>Membership Collaboration</b>            This item had been deferred since February and Claudine asked if we are ready to resume work on this or drop it from the agenda.</p> <p>The push by the government for more collaboration between partners up front was noted. COVID has certainly pushed more collaboration opportunities. One of the challenges is how organizations can share their resources (skills/tools) to support smaller agencies that may not have the capacity. How to share our resources with each other could be rolled into the workplan.</p> <p><b>Land Acknowledgement Statement (LAS)</b>            We had discussed meeting with our indigenous partners around the need for a refresh, consultative process related to the LAS. Our current statement was created from some statements that were provided to us.</p> <p>Discussion including asking these partners what the process should be, acknowledgement of being on the land and its value, infusing personal experience/reflection. DBCFS has a cultural liaison person who may be able to provide some direction.</p> <p>There was also a suggestion about the creation of an anti-oppression statement for them.</p> <p><b>Annual Report</b>            A new Annual Report which incorporates elements from the Members' Report and You Made It Happen, is almost finished. It has been reviewed by Melanie, in her role as Communications Officer.</p>	<p>Include when start work on the new strategic plan.</p> <p>Kathy and Claudine to work out on how to proceed.</p> <p>Send out to Executive for approval when complete.</p>
6.	<p><b>New Business:</b></p> <ul style="list-style-type: none"> <li>• Award of Excellence</li> <li>• Coalition History</li> </ul>	<p><b>Award of Excellence</b>            The nomination forms for the annual Award of Excellence went out last week and are due Sept. 30<sup>th</sup>. There is a nomination committee to review the nominations and make a recommendation to Executive. The recipient is announced at the November Council meeting. Anna is staying on the committee, Melanie Slade Morrison is coming off and Suzanna would like to join.</p>	Send in any nominations to Kathy.

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		<p><b>Coalition History</b> The history of the Coalition has been an ongoing project and was completed over the summer. The presentation is a historical overview of the key highlights of the Coalition since its inception and includes a list of past chairs which could be useful to draw on for advisory matters.</p>	Julie to send out presentation to Executive members.
7.	<p><b>Strategic Workplan</b></p> <ul style="list-style-type: none"> <li>Executive Committee Year 3 Workplan</li> </ul>	<p>Kathy reviewed the Executive workplan. Suggested additions for Year 3 included:</p> <ul style="list-style-type: none"> <li>LAS refresh</li> <li>Annual Report</li> <li>OHT (shifting landscape)</li> <li>starting the new strategic planning process</li> <li>Coalition 20<sup>th</sup> Anniversary</li> </ul>	Add suggestions to Executive agenda.
8.	<b>Council Agenda: September 24/20</b>	<p><b>Annual Presentation to Council</b> Presentation was sent out with meeting materials, no changes.</p> <p><b>Hot Topic: Leadership Wellness</b> Overview was sent out and approved.</p> <p><b>Format for Future Meetings</b> A discussion took place on the format for Council meetings while having to continue using Zoom. It was suggested the agenda items be important, be selective on topics and do them in less time. Resuming COVID check-ins was also discussed. Looking at other types of technology, such as a virtual whiteboard, was suggested.</p> <p><b>Coalition Claps:</b> A suggestion was made to recognize the collaboration between UWSM/ Canadian Tire/Food bank for the donated hand sanitizer that some of our members took advantage of.</p>	<p>Poll members at Council meeting for their input.</p> <p>Kathy to look into this.</p> <p>Recognize at Council meeting, Julie to prepare letter.</p>

**Next Meeting: Monday, October 19, 2020**