

***Halton Fetal Alcohol Spectrum Disorder (FASD) Leadership Group
Draft Terms of Reference***

Mission:

To respond to the unique needs of children, youth, adults (birth to 24 years) and their families affected by FASD in Halton Region.

Purpose of the FASD Leadership Group:

To provide leadership and coordination to ensure the objectives identified through the FASD Leadership Committee process are operationalized.

OBJECTIVES	IMPLEMENTATION
<p>1. Coordination:</p> <ul style="list-style-type: none"> • Explore short term and long term sustainable funding options • Advocacy <p>2. Prevention:</p> <ul style="list-style-type: none"> • Increased Public Awareness • Build on existing campaigns • Health Practitioners say no • Access to services for moms who drink • Advertising campaigns • Awareness (International, national, provincial, local). • Reduce Stigma <p>3. Early Identification:</p> <ul style="list-style-type: none"> • Research Best practices • CPRI Model • Continuum of services • Less kids have to leave Halton for services 	<p>This List is a work in progress and is intended to capture the Halton committees/services that may have a stake in implementing objectives</p> <ul style="list-style-type: none"> • Youth Justice Partnership of Halton • Children’s Mental Health and Developmental Services • Student Support Leadership Initiative • Hospitals • Halton Region Public Health Department • Halton Regional Police • ADAPT • Halton District Board of Education • Halton Catholic District Board of Education • Woodview • Our Kids Network • Halton Childrens Aid • ROCK

OBJECTIVES CONTINUED	
<p>4. Services & Supports</p> <ul style="list-style-type: none"> • Identify existing models, practices and resources • Environmental scan re: existing services for FASD within Halton • Appropriate response from the Justice System • A community team of professionals for assessment, diagnosis and intervention (skilled team response) <ul style="list-style-type: none"> ▪ Effective Diagnostic tools • Specialized FASD teams • FASD coordinator <p>5. Family/Caregiver Support</p> <ul style="list-style-type: none"> • Caregivers feel supported • Friends for every child with FASD • Home supports/respice • Supports not dependent on diagnosis <p>6. Education:</p> <ul style="list-style-type: none"> • Teacher PSSP training • Education for professionals, physicians, parents • Training for all service providers 	

Accountability

- The FASD Leadership group is a subcommittee of the Halton Human Service and Justice Coordinating Committee and is accountable to the HHSJCC.

Responsibilities of the Chair and Vice-Chair

- The Chair and Vice-Chair provide leadership in guiding the activities of the FASD leadership group towards achieving its objectives.
- The Chair or Vice-Chair will take responsibility for

- I. Scheduling meetings and notifying committee members
- ii. Ensuring the agendas, minutes, and supporting materials are distributed prior to each meeting
- iii. Inviting speakers to attend meetings when required by the FASD leadership Group
- iv. Facilitating the meeting to promote the achievement of objectives.
- v. Ensuring all discussion items end with a decision, action of definite outcome
- vi. Reviewing and approving the draft minutes prior to distribution

Meetings

- Meetings will be held
- Special or extraordinary meetings may be called at the discretion of the chair/vice-chair, or by agreement of the majority of committee members.

Quorum

- A majority (50% + 1) of all members shall constitute a quorum for decision making.

Review of Terms of Reference

- The terms of reference will be reviewed annually from the date of approval.