



Provincial HSJCC Meeting Minutes

March 18th, 2014 9:30-1:30pm

MCYS – Pinery Room

	Regional HSJCC Reps (Voting Members)	Ministry Reps (Ex-Officio)	Other Members (Ex-Officio)
Present	Trevor Tymchuk (Member-at-Large) *Sara Gauthier (North East Region) Sharon Deally-Grzybowski (Waterloo-Wellington Region) Sandie Leith Co-Chair(Member-at-Large) Joan Dervin (Champlain Region) Katie Almond – Co-chair (Toronto Region) Judy Alton (Simcoe County Region) Steve Lurie (Toronto Region) *Dennis De Salvo (Central South Region) Heather Lumley (South West Region) *Jonathan King (York-South Simcoe Region) *Liisa Leskowski (North West Region) *Courtenay McGlashen (Peel Region) Rob Adams (Durham Region) Domenica Dileo (Toronto Region) Kim Burson (South East Region) *Kimberly Cato (Halton Region)	Sheri Weisberg (MOHLTC) *Chris Higgins (MOHLTC) Melusine Klein (MOHLTC) Dena Bonnet (MAG)	Jenna Hitchcox (CMHA, Ontario) Uppala Chandrasekera (CMHA, Ontario) Dorina Simeonov (CMHA, Ontario) April Nakaima (EENet) John Pare (OACP) <i>**joined by phone</i>
Regrets	Rob McDonnell (South East Region) Renee Rerup (York-South Simcoe Region) Janice Wicke (Peel Regional HSJCC) Carolyn Donaldson (York-South Simcoe Region) Martina Piccinin (HKPR Region) Rhonda Frank (Halton Region) Dave Jarvis (HKPR Region) Phil Lillie (Durham Region) Michael Dunn (Simcoe County Region)	Brian Smegal (MCYS) Sue Khowessah (MCSCS) Reshmi Majumder (MCSS) Jennifer Gravelle (Corrections Canada) Nisha Menon (MOHLTC)	Mike O’Shea (LHIN representative) Ryan Fritsch (LAO) Cathy Thompson (EENet) Marnie McDermott (Community Network of Specialized Care)



SUMMARY OF ACTION ITEMS & MOTIONS	
AGENDA ITEM	ACTION
1	Moved by Steve Lurie to approve the agenda of the P-HSJCC meeting of March 18th, 2014, seconded by Joan Dervin. Carried.
2	Moved by Steve Lurie to approve the minutes of the P-HSJCC meeting held January 14th, 2014 seconded by Joan Dervin. Carried.
2	The P-HSJCC will ensure that more membership-wide consultation opportunities are given before submitting documents on behalf of the full committee to decision making bodies where possible.
2	CMHA Ontario staff will administer a survey requesting information regarding HSJCC members' involvement with bail programs and bail committees at a local level. Liisa Leskowski (North West Region) and Courtenay McGlashen (Peel Region) will provide feedback on the survey questions once they are developed, before it is sent out to the P-HSJCC membership.
4	Sandie Leith and Katie Almond will ask Kate Richardson to represent the policing side of MCSCS on the P-HSJCC.
4	Moved by Sandie Leith to approve Phil Lillie as the ex-officio representative from the municipal police sector on the P-HSJCC, seconded by Steve Lurie.
6	Jenna Hitchcox will send the letter to EENet regarding continued partnership opportunities on behalf of Sandie Leith.
7	Jenna Hitchcox will be sending out the request for updates to include in the P-HSJCC annual report soon, with a deadline being estimated at early June 2014.
8	If P-HSJCC Members did not receive the February 2014 edition of the P-HSJCC newsletter, please email Trevor to request a copy.
10	Joan Dervin will write a list of role and responsibilities for conference planning for reference of future conference. Roles that will be clarified include that of the conference planning, Conference Planning Committee, and the Chair of the Conference Planning Committee.
10	Finding members for the 2015 Conference Planning Committee will be added to the next P-HSJCC Steering Committee agenda.
11	Jenna Hitchcox will send out the PowerPoint from Tania Breton's presentation the P-HSJCC membership.
12	A watching brief regarding the NCR act will be maintained by the P-HSJCC and used in urgent situations as a reactive response measure from the committee.
14	Dorina and Uppala will draft a summary of pre-budget submission messages to have ready for communication purposes for an anticipated 2014 election.
17	CMHA Ontario staff will send out a survey to the regional HSJCC representatives with the purpose of attaining an estimate of the amount of time that members spend on HSJCC matters/activities including regional, local and provincial HSJCC responsibilities.

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AGENDA ITEM	DISCUSSION	ACTION
1) Welcome and Introductions	Katie Almond welcomed all those in attendance to the Provincial HSJCC meeting of March 18 th , 2014.	
2) Review of agenda for March 18th, 2014	The members of the committee reviewed the agenda for the P-HSJCC meeting of March 18 th , 2014.	<p>Moved by Steve Lurie to approve the agenda of the P-HSJCC meeting of March 18th, 2014, seconded by Joan Dervin.</p> <p>Carried.</p>
3) Review and approval of the January 14th, 2104	<p>The committee members reviewed the minutes of the P-HSJCC meeting held January 14th, 2014. There were no additions or changes to be made to this document.</p> <p>An issue was raised indicating a need for more collaboration with P-HSJCC members before submitting reports to decision makers (it was suggested that the response to MAG's bail recommendations required further consultation with the membership before being submitted). A request for more consultations to be held before sending in P-HSJCC submissions was made.</p> <ul style="list-style-type: none"> • It was clarified that the letter to Lori Montague from MAG's Justice on Target regarding the bail recommendations, indicated that the local HSJCC's would work collaboratively with bail courts where possible. • It was decided that moving forward, any work that is submitted from the P-HSJCC should be opened up for feedback from the entire membership, and not restricted to only those on the Steering Committee. <p>It was noted that there has been no correspondence between the P-HSJCC and Justice on Target since Lori Montague's presentation to the committee on January 14th, 2014.</p> <ul style="list-style-type: none"> • It was suggested that the P-HSJCC needs to gather information regarding the involvement of its members within bail programs and local bail committees. 	<p>Moved by Steve Lurie to approve the minutes of the P-HSJCC meeting held January 14th, 2014 seconded by Joan Dervin.</p> <p>Carried.</p> <p>The P-HSJCC will ensure that more consultation opportunities are given before submitting documents on behalf of the full committee to decision making bodies where possible.</p> <p>CMHA Ontario staff will administer a survey requesting information regarding HSJCC members' involvement with bail programs and bail committees at a local level. Liisa Leskowski (North West Region) and Courtenay McGlashen (Peel Region) will provide feedback on the survey questions once they are developed, before it is sent out to the P-HSJCC membership.</p>

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<p>4) Membership list</p>	<p>Trevor and Jenna have been working to update the Provincial HSJCC membership list. The most current list was included in the materials of the March 18th, 2014 meeting.</p> <p>The committee reviewed the updated membership list and noted changes to the committee members as they saw fit. Changes included:</p> <ul style="list-style-type: none"> • Nila Sinnatamby from the MOHLTC will no longer sit on the committee. Her replacement is Mélusine Klein (Policy Analyst, Ministry of Health and Long Term Care). • It was noted that there is no representation from the policing side of MCSCS. It was suggested that Kate Richardson be invited to sit on the committee to represent this sector. <p>The P-HSJCC Steering committee has discussed the membership of Phil Lillie since his professional role change will not permit him to continue as a regional co-chair of the Durham HSJCC. The Steering committee recommends that Phil Lillie continue to sit on the P-HSJCC as an ex-officio member, representing the municipal police sector.</p>	<p>Sandie Leith and Katie Almond will ask Kate Richardson to represent the policing side of MCSCS on the P-HSJCC.</p> <p>Moved by Sandie Leith to approve Phil Lillie as the ex-officio representative from the municipal police sector on the P-HSJCC, seconded by Steve Lurie.</p>
<p>5) P-HSJCC financials</p>	<p>Steve provided an update regarding the committee's financial status for the 2013/2014 fiscal year.</p> <p>The P-HSJCC has suffered a small deficit from the P-HSJCC conference, however is was assured that this amount can be recovered by the P-HSJCC. It was noted that the conference registration fee will need to increase for the 2015 event to ensure that the committee does not face a loss of funds again.</p>	
<p>6) P-HSJCC Workplan</p>	<p>Dorina reviewed the P-HSJCC workplan with the committee members. The workplan was included in the meeting materials of the March 18th, 2014 for reference.</p> <p>Steve Lurie indicated that CMHA Toronto received a grant to work with Justice programs to develop a tool kit that will be intended to be used as a resource to justice settings to remove barriers for clients under the AODA. The project will also include a thorough evaluation of the tool kit once it is implemented (who is using, how are people using it etc.). A potential area of work that the P-HSJCC membership can take part in as the project progresses.</p>	<p>Jenna Hitchcox will send the letter to EENet regarding continued partnership opportunities on behalf of Sandie Leith.</p>
<p>7) Preliminary discussion of Annual report</p>	<p>The P-HSJCC annual report will be due at the end of June 2014.</p> <p>The regional and local chairs will be expected to provide their annual committee updates and it was noted that the expectations will be similar from last year (highlights from workplan of previous year, areas of concern for future fiscal year).</p>	<p>Jenna Hitchcox will be sending out the request for updates to include in the P-HSJCC annual report soon, with a deadline being estimated at early June 2014.</p>



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	<p>The Ministry of Health is expected to send out the request for an annual report submissions during shortly which will include expectations of the 2013/2014 Annual report.</p>	
<p>8) Update from CKT Committee</p>	<p>Trevor provided an update from the CKT Committee.</p> <p>The committee met on March 17th, 2014 and discussed the following items:</p> <ul style="list-style-type: none"> • The mailing list now consists of 1850 people. • The Regional and local chairs are currently receiving login information so that they will be able to update their own membership lists regularly. • The Administrative support members of local and regional committees are also being added to membership lists as this will ensure some level of consistency throughout changes of leadership within each committee. • The website continues to be updated, and conversations regarding improvements for the website continue with Connex. • The P-HSJCC newsletter was sent out in February 2014. • P-HSJCC Social Media Guidelines are in the process of being written and will be shared with the committee once they have been completed and reviewed by the Steering Committee. 	<p>If P-HSJCC Members did not receive the February 2014 edition of the P-HSJCC newsletter, please email Trevor to request a copy.</p>
<p>9) Update from EENet Community of Interest Project</p>	<p>Dorina provided an update regarding the EENet Community of Interest.</p> <p>Dorina has also submitted an interim report to EENet as per the requirements of the project funding contract. The report addresses the financial spending of the project to date. The final report will be submitted in April, though it is expected that EENet may request this report to be submitted in sooner.</p> <p>There are currently two webinars scheduled for the end of March 2014.</p> <ul style="list-style-type: none"> • The P-HSJCC webinar on Special Populations will be held on March 27th, 2014 from 12:00pm-1:00pm. There will be a follow up webinar on Dual Diagnosis and Acquired Brain Injury as there was not a speaker identified for these populations for the March 2014 webinar. The hope is also to be able to host a webinar dedicated to each special population webinar in order to more fully address the needs of each population. • On March 28th, 2014 the Toronto HSJCC will also host a webinar that will be a discussion with Michal Federico, Deputy Chief. 	



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<p>10) Update from P-HSJCC Conference planning committee</p>	<p>Joan Dervin provided an update from the P-HSJCC Conference Planning Committee.</p> <p>It was noted that there will be a change in the way funds for the conference are transferred for future conferences to make it easier for payments to be made.</p> <p>There were many follow up activities that were the responsibility of the Chair of the committee. It was suggested that a clear definition of the roles of the conference planner and the committee be determined early in the planning process for the next conference so that it is clear who is responsible for follow up activities.</p> <p>Major points of feedback from the conference included the following points:</p> <ul style="list-style-type: none"> • Participants enjoyed the movies, and suggested that this portion of the conference continue. • Participants gave good reviews on the venue. • People enjoyed having the perspective from people with lived experience be involved with presentations/movies at the conference. <p>The Conference planning committee will need to be formed soon to start the planning processes for the 2015 conference.</p> <p>It was decided that at this point, the P-HSJCC will be committed to provide a Biennial conference.</p>	<p>Joan Dervin will write a list of role and responsibilities for conference planning for reference of future conference. Roles that will be clarified include that of the conference planning, Conference Planning Committee, and the Chair of the Conference Planning Committee.</p> <p>Finding members for the 2015 Conference Planning Committee will be added to the next P-HSJCC Steering Committee agenda.</p>
<p>11) Update from Justice Collaboratives</p>	<p>Tania Breton, Regional Implementation Coordinator (CAMH), provided an update from the Justice Collaboratives.</p>	<p>Jenna Hitchcox will send out the PowerPoint from Tania Breton's presentation to the P-HSJCC membership.</p>
<p>12) Update on NCR response</p>	<p>The NCR Working group (Steve, Ryan, Dorina) had a teleconference with Justice Schneider to discuss his testimony to the Senate Committee as a representative from the review boards across Canada.</p> <p>It was suggested that the P-HSJCC maintain a watching brief that can be used in reactive situations as response from the committee.</p>	<p>A watching brief regarding the NCR act will be maintained by the P-HSJCC and used in urgent situations as a reactive response measure from the committee.</p>
<p>13) Update from Information and Privacy</p>	<p>The Privacy Commissioner is currently leading an inquiry into the cross border issue and asked CMHA Ontario to participate in the review of the recommendations within the report.</p>	

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Commissioner's investigation	The report is expected to be released at the end of the month and will be shared with the HSJCC once it has been made public.	
14) Pre-budget submission on housing	<p>Dorina indicated that she has submitted the pre-budget submission since the last P-HSJCC meeting and thanked the members for providing meaningful input into the report.</p> <p>For the 2015/2016 pre-budget submission, Dorina is expecting this process to be started in November of 2014 to ensure that there is enough time to collect input from P-HSJCC members.</p> <p>Dorina and Uppala suggested that there be a one pager document produced with the main messages from the prebudget submission to have ready in case of a Spring election.</p>	Dorina and Uppala will draft a summary of pre-budget submission messages to have ready for communication purposes for an anticipated 2014 election.
15) LAO "Fund to Strengthen the Capacity of Community and Legal Clinics" applications	CMHA Ontario staff met with LAO to discuss the CMHA Ontario application to the "Fund to Strengthen the Capacity of Community and Legal Clinics." The discussion was regarding the project proposal for the development of a mental health and addictions screener within justice and legal settings for non-clinicians. CMHA Ontario sent in an updated version of the proposal changes as discussed at the meeting, and is waiting to hear back for secured funding from LAO.	
16) LAO's Mental Health Strategy Consultation paper	<p>Dorina and Ryan Fritsch from LAO hosted two consultations regarding LAO's Mental Health Strategy Consultation paper. One was with CMHA Ontario branches, and the other was with the P-HSJCC membership. Dorina completed the written responses from both consultations.</p> <p>Dorina indicated that Ryan emphasized that the feedback given from the consultations is sent directly to the VP at LAO. The LAO's Mental Health Strategy will be finalized soon.</p>	
17) Capacity Building Proposal for HSJCC	<p>Sandie provided an update regarding the P-HSJCC Capacity Building Proposal. Dorina, Uppala and Sandie have been working on updating the proposal and have submitted it for review by the Inter-Ministerial Mental Health and Justice Directors' Committee.</p> <p>The committee discussed the importance of quantifying the time of the members of the committee both for the regional and provincial committee responsibilities.</p>	CMHA Ontario staff will send out a survey to the regional HSJCC representatives with the purpose of attaining an estimate of the amount of time that members spend on HSJCC matters/activities including regional, local and provincial HSJCC responsibilities.
18) Brief Updates from Regional HSJCCs and Ministries	Brief updates from the P-HSJCC members were given. <i>Please see "PHSJCC Regional Updates March 2014"</i> document for full documentation of the regional updates.	

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AGENDA ITEM	DISCUSSION	ACTION
	P-HSJCC members were notified by Sandie that if issues arise within organizations specifically relating to LHINs, please inform the Co-Chairs of the committee. The Co-Chairs will then discuss with Mike O'Shea, the LHIN representative on the P-HSJCC.	
19) Confirm Next Meeting Dates:	The committee reviewed the 2014-2015 meeting schedule for the P-HSJCC meetings. Tuesday, May 13, 2014 (9:00am-2:30pm) Tuesday, September 23, 2014 (9:00am-2:30pm) Tuesday November 25, 2014 (9:00am-2:30pm) Tuesday, February 10, 2015 (9:00am-2:30pm) Tuesday April 14, 2015 (9:00am-2:30pm)	
20) Meeting adjournment	The P-HSJCC meeting of March 18 th , 2104 was adjourned at 1:30pm.	