

Date	Thursday December 17, 2020
Location	Zoom 10 am to 12 noon

Strategic Area of Focus
Evolve Services
Nurture Relationships
Strengthen Capacities

No.	Area of Focus	Topic	Discussion and Action Items
		Welcome and Introductions —sharing our talents!	Introducing guests LL (Markham), KR (Collingwood) to the FAC members
		Agenda –Any additional agenda items Meeting Notes –approval of November 19 th meeting notes	Agenda and Meeting notes approved by members- approved by PL and MD
		Standing item: Successes and Challenges	<p><u>challenges/success:</u> AA attending social work program at York via virtual learning. Some challenges not connecting in person but positive using tech and not having to pay or navigate accessible transportation (this now is equitable with other students, when before this took extra time and planning) LT- one last exam and enjoying online learning post-secondary</p> <p><u>Success:</u> LM is grateful and thankful for the support from FAC and CTN as her daughter is in the hospital. Surgery leading to losing her voice has been emotionally difficult.</p>

			<p><u>Success:</u> CTN has launched the SHINE program to formally recognize coworkers for extraordinary work or going above and beyond in their jobs. From an idea with Employee Engagement Committee – it was suggested that families may also want to nominate CTN team or providers in this more formalized way.</p> <p>ACTION: is this an initiative FAC would like to support?</p>
		<p>Obtaining Family Input- Simcoe Local Team Facilitators (LTFs)</p>	<p>Kim mentioned that LTFs are interested in being invited as guests when they need feedback or input on an initiative. No one attended this meeting, but LTFs will reach out in the future to be added to the agenda in the future.</p> <p>Kim/Michelle will inform LTFs about future dates for FAC meetings and process to be added to the agenda.</p>
		<p>Standing item: Update on Pandemic Recovery</p>	<p>Staff has been informed that they will be working primarily from home until June, except when they are needed to be at a site for services or site work.</p> <p>Masks- public health advice to wear 3 layers, so we are asking families who come to sites, to wear our own CTN masks given to them at the door to protect both families and staff. We will also be getting pediatric 3 layer masks for those kids able/willing to wear a new mask. It will not be mandatory for children.</p> <p>Suggested to tell families this before they arrive at the site, so they are prepared and informed.</p> <p>This is up to the discretion of providers/families, if they are doing home visits.</p> <p>There are children who are not able to wear masks, providers do wear masks and face shields and extra precaution is taken (ie. social distancing, plexiglass, etc.).</p> <p>Gowns are used when a clinician is seeing multiple kids, fluids involved, higher risk kids, etc.</p> <p>CTN has the pandemic page on the website- no changes made, but breaks down services and how they are conducted at this time. If this changes, it will be updated.</p> <p>ACTION: Michelle/Kim will share this feedback with the team to share in the pre-appointment emails with families going through DACS and other services. Create messaging for staff.</p> <p>ACTION: Heather to consider adding more mask information on the Pandemic page</p> <p>ACTION: Michelle to discuss CTN’s vaccination plan or response for staff and families</p>
		<p>Updates:</p> <ul style="list-style-type: none"> • Accreditation • Family Handout 	<p>Accreditation: CTN will be surveyed on Jan. 20-21, 2021 by CARF (for rehabilitation facilities), This process</p>

	<ul style="list-style-type: none"> • Transition to HS • Sunnybrook Service Navigation 	<p>makes sure CTN is meeting standards and guidelines and is reviewed by outside surveyors. Some key areas of focus are: risk management, financial, HR, health and safety, board/governance, network model, etc.</p> <p>Surveyor is interested in the Family Mentor Program- Heather, Niki and Michelle are going to speak on the program and should invite a mentor (also will include a partner from Kerry's Place to speak to the benefit of collaboration on the Post-DACS workshop)</p> <p>ACTION: One of the surveyors will attend the January FAC meeting to learn how the FAC works in a network. She is coming at 11:15 a.m. to 11:30 a.m. on January 21st. She may ask staff to leave the meeting. FAC could share successes and challenges OR surveyor may ask questions privately (on Zoom).</p> <p>ACTION: Several members of FAC have been invited to be interviewed by surveyors about receiving services at CTN and their experiences as clients and families via Microsoft Teams</p> <p>Family Handout: Michelle shared the new version, using the input given by FAC at last meeting. ACTION: Heather and Michelle to discuss where this will live on the website.</p> <p>Transition to High School: Raised as a challenge and success last meeting, Michelle reached out to our school board reps and will speak to the Superintendent in Simcoe. Do boards have a handout or information on the transition to show parents what the options are for high school? Could there be a webinar/workshop? RC raised that many parents are not informed of all options available, if there are no spaces available or the school team does not feel a placement is appropriate for a child- this is could be considered an equity issue, as typical students are informed of all academic program options. Michelle will raise this with SEAC reps and board contacts. NEW – SEAC - York Board has moved to hybrid model for community classes (teacher teaching in physical class also teaches students online). This is not the model for typical classes.</p> <p>Sunnybrook Service Navigation: Mental Health team of service navigators presented to several members of the CTN intake team. They have resources for families in the community, warm transfer, etc. and will offer this to the CTN teams when they need support for families (in York and South Simcoe) who have children/youth with mental health needs. Collaboration is in its beginning stages. LM has a friend who accessed this program.</p>
	<p>CTN Draft Inclusivity Plan</p>	<p>CTN is in the process of reviewing our policies on Inclusivity, Diversity (Anti-Racism), Accessibility and committed to go into the strategic planning cycle with this lens as our</p>

			<p>primary focus. First step, has been to edit our recruitment ads to be more inclusive and purposeful to encourage applicants from BIPOC and disabled community.</p>
		<p>Updates from Other Committees and Community Activities</p>	<p>YSSN – IPRC/IEP – Heather will be hosting monthly special education workshops due to success and feedback from families</p> <p>Siblings:</p> <p>Sibshop – York and Simcoe running Sibshop this fall and will host 4-session program again this winter. Simcoe group of 10 sibs will continue running monthly due to success and feedback from families. One parent sent feedback that she has seen a difference in her child since attending the groups</p> <p>RDSP – PL mentioned that siblings can’t open certain financial supports (ie. RDSP), only parents can open these accounts. Can CTN connect with advocacy through the federal/provincial government? There doesn’t seem to be any way to evolve this thinking. RC suggests speaking to Community Living ED, as some work has been started to advocate. Michelle to highlight sibling relationship in the transition to adult services discussions.</p> <p>Support – is there support for adult siblings?</p> <p>Groups - Do we have programs for clients to connect with each other- ie. Coffee Chat for kids/youth with disabilities or developmental needs. A session for them to be independent in a session without parent support</p> <p>ACTION: Heather to take this forward to LTFs</p>
		<p>Holiday Lunch 12:00 p.m Next Meeting:</p>	<p>January 21, 2021- Accreditation day (Surveyor will attend at 11:15 a.m.)</p>