



**Attendees:** Laura Meffen (chair), Karen Dillon, Heather Oliver, Amina Aumeer, Michelle Woodward,

**Guest:** Marisha Holmberg

Item	Lead	Outcome	Action
Introduction/ Agenda and Notes Review	Laura	Agenda and notes reviewed and approved	
Strategic Planning Feedback (from March 17 <sup>th</sup> )	Marisha	<p>Marisha introduced her role in supporting strategic planning and engagement and is bringing back information to the group on where we are in the process.</p> <p>The below deck was shared:</p> <div data-bbox="520 607 569 667" style="text-align: center;">  </div> <p style="text-align: center;">April 2022 Presentation - FAC - F</p> <p><b>Comments:</b></p> <p>Marisha asked the group to consider what family centred means.</p> <ul style="list-style-type: none"> <li>• Family centred means that parent’s voices are being heard, the organization values their input and experience with their child.</li> <li>• Putting family dynamics as part of the therapy – Families can look and be configured differently.</li> <li>• Including the whole holistic family including siblings and grandparents.</li> <li>• Its about being centred around the family need, not simply taking into consideration.</li> <li>• Encompasses the family and what they want.</li> <li>• Considers all families to be unique and honours that.</li> </ul> <p>As a next step, Marisha will come back to present the draft strategic plan for FAC review in May.</p>	<p>Amy to forward the May meeting invite and add Marisha to the agenda.</p>
AGM and Annual Report	Heather	Heather shared that the Annual General Meeting (AGM) is being planned for June 15 <sup>th</sup> from 5pm – 7pm and is still being determined if it will be in person or virtual or a hybrid. It will in Vaughn/York Region. The strategic plan is launching in the fall.	

		<p>The June AGM meeting will have time allocated for a 3–5-minute presentation on FAC highlights. The theme for AGM is future forward, and it would be great to tie in this fiscal year’s committee highlights and move into future forward ideas such as what we are excited about and roles and future planning. This could be 3 slides or a quick video to speak to points or showcase what the committee does being family centred and the important work this committee does.</p> <p>Laura will represent at the meeting, and all will be welcome to join virtually.</p> <p>Heather invited the group to consider any thoughts/ideas around what they would like to share at the AGM meeting, and we will revisit this discussion and brainstorming at the next FAC meeting in May.</p> <p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>• Ideas include getting more volunteers on FAC and building capacity within the committee.</li> <li>• Finding new ways to collaborate with CTN.</li> <li>• Highlighting Laura and Michelle’s volunteer services award for 5 years of service can be highlighted.</li> <li>• Amina being an alumni volunteer</li> <li>• Honouring each team member.</li> </ul> <p>Heather thanked Valeriya for sharing her story to be included in the annual report, which showcased the impact that the equipment loan has on families.</p> <p>Heather also noted we will be doing a year in review video, and Heather has reached out to a few families to do a 30-second video. If anyone is interested in participating in a video or sending in photos or know someone who is interested to please let Heather know.</p>	<p>Heather will add AGM presentation to the next meeting agenda. Amy will send a reminder to the group when sending out the agenda to come to the next meeting with thoughts and ideas around future forward highlights to share at the AGM meeting.</p>
<p>StartSmart Hubs Update and Feedback</p>	<p>Ann-Carol</p>	<p>Ann-Carol introduce Kim’s role as clinical modernization lead on SmartStart Hubs. Ann-Carol will be presenting today for Kim who was unable to attend the meeting.</p> <p>The below slide deck was reviewed:</p>	

<p>Co-designing CTN's Family- based Supports</p>		 <p>CTN as a Hub FAC Presentation April 21</p> <p>Ann-Carol raised the question about how FAC wants to be engaged, and how FAC proposes we engage youth and families outside of committee representation.</p> <p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>• <b>Q:</b> It seems like CTN is already doing a lot of the work presented, what is new? What are other CTCs implementing?</li> <li>• <b>A:</b> CTN operates in a network model with partners who sub-contract on our behalf's. This is unique in that we are the only CTC that operated in this way as other CTCs provider services directly which will be a bigger piece of work for other CTCs. However, it becomes complicated for us to make sure all partners are using the same process. Another big difference is the way that CTN is able to share information with partners through the shared electronic record which is unique from other CTCs.</li> <li>• The community in general not aware that CTN exists (in the same way they know that Bloorview does, for example). SmartStart Hubs will help to get CTN's name out there.</li> </ul> <p>Ann-Carol briefly talked about where CTN is in the process of mapping out a co-design process, this will include how we can promote youth independence and provide youth with information they are seeking.</p> <p>Ann-Carol will come back to FAC and share approach for FAC advice and feedback.</p>	
<p>Pandemic Updates</p>		<p>No major updates at this time, continuing to offer more and more in person options with virtual options as well. PPE protocols are still fully in place.</p>	



Successes and Challenges	Laura	Laura invited the group to share their recent success and challenges.  Heather noted she is working on an infographic to celebrate Ramadan.	
<b>Next Meeting:</b> May 19, 2022, from 6:30pm-8:30pm via Zoom			