



Provincial Network Meeting Minutes
January 19th, 2023
10:00am – 1:00pm via Zoom

PN ATTENDEES

Michelle Brooks (Chair)	Janet Noel-Annable (CH)
Ann Bilodeau (PNHR)	Jason Young (OADD)
Brian Swainson (GLS)	Jeanny Scantlebury (CNSC)
Bryan Keshen (TDSA)	Jo-Anne Demick (CLO)
Chris Beesley (CLO)	Kim Thorn (DSO)
Dave Ferguson (OASIS)	Lisa Holmes (OADD)
David Cohen (Faith, Culture & Inclusion)	Sherri Kroll (PEDG)
Don Walker (Mary Centre)	Sue Coke (Kerry's Place/OADD)
Eugene Versteeg (CH)	Trish Sherwin (Admin Support)

PN REGRETS

Carolynn Morrison (TDSA); Brad Saunders (OASIS); Ann-Marie Binetti (PNHR); *Brian Davies (Bethesda Services)*; Shawn Pegg (CLOntario); Brigid Fitzpatrick (Valor Solutions);

GUESTS

MCCSS: Karen Glass and Christine Kuepfer, MCCSS; Jonathan Bradshaw (in for Brad Saunders, OASIS); Sharri-Ann Edmunds, (PH); Laura Summers (MCCSS); Sabrina Zaman (MCCSS); Ashana Singh (MCCSS); Sherri Rennie (MCCSS)

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1. **Welcome** – Michelle Brooks, PN Chair welcomed all to the meeting at 10:06am
 - a) Review and Confirmation of Agenda for January 19th, 2023
Additions to agenda – Ministry Update – item c) COVID-19 Update
The agenda for January 19th, 2023, was approved as amended.
 - b) Review and Confirmation of Draft Minutes for November 17th, 2022
Changes: remove highlighted questions, and change “suing” to “using”.
The minutes of the regular PN meeting for November 17th, 2022, were approved as amended.
 - c) Introduction of new member – Lisa Holmes
Lisa announced that she will be retiring in June this year. Sue Coke will be replacing her at the Provincial Network effective immediately as she prepares to retire.

2. Business Arising from Previous Meeting

None

3. MCCSS – Updates - ADM Karen Glass and Christine Kuepfer

a) KPMG Costing Study

- The data collection period for the costing study has officially ended.
- 184 out of 283 agencies completed the survey, representing a completion rate of roughly 65%.
- Analysis of response rates show an even representation across:
 - Small, medium, and large funding envelopes
 - Unionized / non-unionized status
 - Residential and supportive services
 - Urban and rural
- KPMG has been following up with some providers that had gaps in data to ensure data quality for the costing model.
- They are also in the process of completing targeted interviews with some indigenous, francophone, northern and other agencies who did not complete the survey, to gather additional qualitative insight to supplement their data.
- Following data analysis, KPMG will be engaging with TPRs to provide information on data collected and the results of the study and seek additional feedback.
- As part of this work, KPMG is planning to provide a presentation at next month's Provincial Network meeting to provide a status update on the costing study and seek feedback on a sector engagement approach to share the results of the costing study.
- I believe our staff have already been in touch to try and finalize the timeslot for KPMG's presentation at next month's meeting.

b) DS Workforce Strategy

- We value the partnership with the DS Provincial Network to implement of three specific workforce initiatives that are immediate actions for DS Reform and inform the broader DS Workforce Strategy. We appreciate the incredible energy and commitment demonstrated by Ann Bilodeau as co-chair as well as the three chairs of the sub-groups, Elizabeth Foreman (Core Competencies), Brigitte O'Neal (Operational Leaders) and Karen Klee (Recruitment Focused Marketing) as well as all the volunteer hours by other agency staff, families, individuals. And I really want to thank Nancy Wallace-Gero who chaired the incredibly diverse collaborative table

who provided feedback and advice. It is one tangible way that we are demonstrating our commitment to include all voices and perspectives in advancing the vision and principles of DS reform.

- I understand the work of these committee is winding down as implementation of these specific initiatives is almost finished. I want to comment specifically on actions related to the modernize core competencies work. The ministry is doing our part to make sure ministry staff are aware of the value and benefit to this work.
- We appreciate Ann Bilodeau and Ann-Marie Binetti doing a special presentation about the model to ministry staff in December. We had almost 300 attendees from across the ministry (not just DS attend). We had also identified supporting the implementation of these workforce initiatives as a focus of activity for the planning tables and I appreciate the initiative shown by the chairs who are dedicating time at upcoming meetings to talk about how this work can be carried forward.
- The ministry is also working on finalizing the workforce strategy – everyone’s input over the Fall was very much appreciated – and will continue to seek opportunities to engage and work with the sector as this work continues to move forward.
- Workplan rollup – SWOT and planning documents were shared with the meeting package. Moving to a multi-year planning model as evidenced in the J2B initiative over 10years.

c) COVID-19 Updates – Christine Kuepfer

- Just a quick update on Covid.
 - We got through the holiday period with slightly higher numbers than in 2022 overall but not near the growth rate – which is what made last year so difficult.
 - Thank you all for the preparatory work you did in advance of holidays and the continual efforts to maintain service.
 - MOH released updated COVID-19 Guidance: Long-Term Care Homes, Retirement Homes, and Other Congregate Living Settings for Public Health Units on January 18th which includes updates to the definition of confirmed outbreak (to 2 or more resident cases with a common epidemiological link within a 7-day period) as well as outbreak management guidance.
- An update on PPE - All MCCSS agencies were transitioned to MPBSD’s centralized PPE Supply Portal (PSP) as of November 21, 2022. Agencies have adapted well in making the transition, with very few issues being raised. PPE Emergency regional hubs continue to be available until the end of January 2023 for MCCSS agencies that experience low supply or emergencies. So far, there has been little need for emergency hubs, as agencies are having their needs met through the PPE Supply Portal.

- Overall, since the pandemic, MCCSS has processed 55,955 orders, and shipped over 98,000,000 PPE items to MCCSS service providers, which included over 3,000,000 Rapid Antigen Tests, 6,445 HEPA units, and 4,082 CO2 monitors.
- At this point, there are no changes to existing programs or funding available (eg. The CRRF). However, as we gain experience and as the guidance and outbreak pattern evolve, we want to balance preparedness with fiscal responsibility. You can expect conversations with your regional office staff person as it relates to costs that are not related to responding to an outbreak – particularly in instances where this is repeated month over month expenditures.
- **ACTION: Trish will reach out to the Ministry to coordinate a time for their update at the February PN meeting.**
- Question was posed to the Ministry – as we are heading into budget time for 2023-2024, we are wondering how to start the conversations with the Ministry around our funding concerns over the next year.
- The Ministry will have Jodie connect with the PN regarding the ALC.

4. Groups/Committee Updates

a) **Labour Relations/ Union Discussions-** *Dave F.*

- Resumed monthly calls with unions on January 17th, although only CUPE participated
- OPSEU asked (via CUPE) if OASIS would take a formal position that its members should provide the \$3/hour and integrate it into their agencies' wage grids. Advised we would take it to the Board, however anticipated that the Board would respond with: a) OASIS has advocated actively over the past 2 years to have the TWE made permanent; b) the adjustment of wages at an agency level is either for management of the agency or the employer and union to negotiate into a collective agreement; and c) OASIS does not "direct" their members to do something, nor does it have the authority to do so. It was noted that there remains uncertainty for many agencies with respect to the approval of the fully adjusted rates and corresponding additional costs, along with lack of funding from the Ministry.
- The Labour Relations committee is not recommending agreeing to OPSEU's request. The Board supported this. The response will be provided on the next call to the OPSEU representative.
- An in-person meeting with the full committee has been scheduled for March 2nd in Burlington
- There has been no action on the topic of coordinated bargaining, nor any information/contact with the Ministry regarding this.

Presentation: OADD – Kerry's Place SEIU Staff Worker Strike – Susan VanDeVelde-Coke

b) **Provincial Network Health Working Group-** *Bryan & Brian – deferred*

c) **PN-HR Committee**

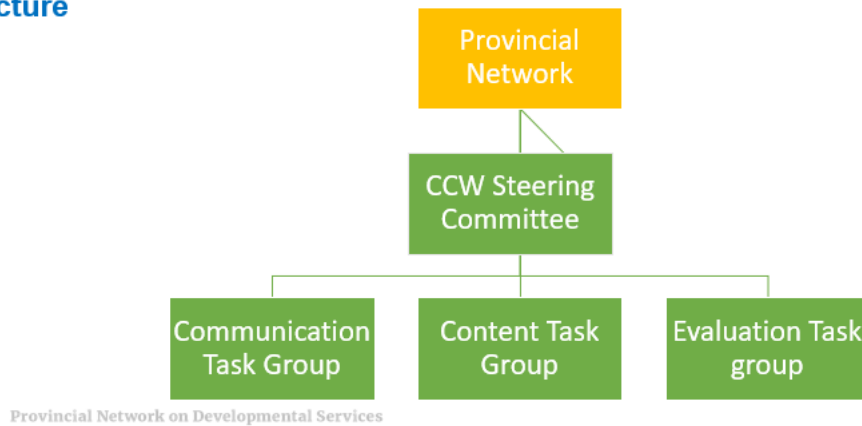
- **DS Workforce Initiative–** *Ann Bilodeau*

The workforce initiative is well underway. Have begun scheduling the monthly *Core Competencies Cafés* with the first event on February 1st, 2023

- Recruitment and Retention Strategy – *Ann Bilodeau*.
noted there are still 2 years left in this provincial recruitment and retention strategy initiative; there is a webinar scheduled for Feb 9th, outlining early findings and recommendations
- Cultivating Community Wellness – *Jeanny Scantlebury / Holly Duff*
Reviewed their Lon-term outcomes as follows:
 1. The DS sector (agencies) is recognized for valuing and promoting a culture of wellness and mental health for everyone
 2. Agencies provide policies and services to support wellness and mental health.
 3. Workforce better able to a) self identify needs related to wellness and mental health and b) engage the support that they desire/need
 4. Workforce and people supported report improved mental health.
 5. Workforce report increased satisfaction with their workplace culture on wellness and mental health (measure: recruitment and retention)

The structure of their subcommittees as:

Structure



And their activites as:

- Community of Practice for Employees
 - Community of Practice for Organizational Leaders
 - Webinars
 - Conference presentations
- Other current offerings:
- Mindfulness, PACT& ECHO (CAMH)
 - Queen’s mental Health Leadership Certificate (Lifeworks)
- In Spring 2022, a survey was circulated to agencies across Central Region inquiring about their capacity and readiness for systems change. When reviewing the needs identified by agencies, more than 75% of agencies identified training on governance and legal implications, change management and staff readiness as well as risk-based decision-making tools as being areas of potential focus. Based on this identified need, the Central Region Planning Table struck the

Capacity and Readiness Working group, a sub-Committee focused on gathering information and resources to support agencies in building their capacity.

Mendicant, a consulting group that has provided extensive training to the Autism sector as it underwent significant systems change, has been contracted to provide training and tools to agencies across the province over the next few months.

Trish will share the flyer with the PN group for details on the upcoming sessions. Sessions are free to agencies and registration is accessed through the embedded links in the flyer. Attendance is limited to three participants per agency.

We are asking for feedback from those that attend these training sessions, to consider as we look to continue partnering with Mendicant for training into the next fiscal year as well.

d) OnTrac – Janet N.A.

returned to meeting regularly – the minutes of the November and December meetings were included in the agenda package.

e) QAM- Sherri/Janet.

- Met with the Ministry on January 10th
- Conducted 212 inspections since September 2021 to current, 35 agencies were found to have recurring non-compliant issues.
As of April 1st, 2023, when an agency is found to be non-compliant the auditors will return 2 weeks after the audit was completed to confirm that resolutions have been implemented throughout the agency on non-compliant issues.
- One agency brought to the attention of the Auditors the difficulties they were having in obtaining criminal records checks. They advised that they would take that under advisement and get back to them.
- Discussed the possibility of adding committee members that are agency QAM staff

5. New Business

a) Updated Terms of Reference– Janet; Sherri; Kim; Michelle

We are continuing to work on updating the Terms of Reference. Looking at an in-person meeting in the spring to review and discuss the highlighted items in the Interoffice memorandum that was circulated.

the group reviewed the items on the document to ensure a better understanding of what the working group is looking for as feedback. This will be added to the February agenda as follow-up.

ACTION: *that the PN members review and provide feedback to the Terms of Reference Working Group on the items in the Interoffice Memorandum prior to the next PN meeting on February 16th.*

ACTION: *Trish will work with Michelle to send a doodle poll for April dates as options for the in-person meeting.*

b) Spring Planning (In-Person) – Michelle Brooks

see notes above in 5 a)

c) ICC Housing – Ann Bilodeau

- The Intentional Communities Consortium is becoming active again
- Working on the process to become incorporated
- Promoting housing in the dS sector.
- The purpose of the ICC as stated in the articles of incorporation is:
“The establishment and maintenance of a community organization for the purpose of assisting other organizations to build affordable housing developments in communities across Ontario modeled on the success of existing projects and such other complimentary purposes not inconsistent with these purposes.”

ICC Value Statement

Members of the ICC are dedicated to help meet the growing demand for accessible supportive housing in Ontario. The ICC supports an inclusive community-based housing strategy that envisions collaborating partners building housing developments in communities across Ontario modeled on the success of existing projects such as the building and programming at the Reena Community Residence.

Members of the ICC believe that a coordinated multi-community effort is the best way to generate significant positive results. Using scale and shared learning will result in the creation of a significant number of housing units designed for individuals with intellectual disabilities and other similar support needs.”

- March 27th, Lobby Day the ICC will be hosting a reception in the Speaker’s Chambers, and have scheduled meetings all morning with MPs. Reena, CLTO and OASIS have all agreed to support this event. The ICC is requesting from the Provincial Network a sum of \$1,000.00 to sponsor them for that day. The sponsorship funds will assist to cover some costs of the food at the reception and at the meetings during the day. A representative of the Provincial Network will be invited to speak at the Reception, and at this time Brad, Ann and Bryan K all attending. One of them can bring greetings if asked. Provincial Network will be recognized as a co-host on the invite sent to all Parliamentarians as well as on signage at event (with ICC, Reena, Community Living Toronto and OASIS)

The Provincial Network will provide support to the ICC in the way of a \$1,000.00 sponsorship towards the Lobby Day in Ottawa on March 27th.

d) Base Funding – Bryan Keshen – deferred

6. Other

a) Correspondence

b) Co-Creation of Community of Practice – Sherri/Chris B.

PEDCC/CLO – Community Of Practice

January 5th we kicked off the new year with a COP focusing on housing challenges - shortages, affordability, and ways to live more independently. We were introduced to some case studies, and had breakout conversations to explore innovative ways organizations are tackling housing challenges.

Feb 2 – next COP – continuing conversations on Housing and have invited Tina Williams from CL Upper Ottawa Valley to speak to their partnership approach to housing, as featured in CLO's paper on Innovative Housing.

c) **Website; ConnectAbility & RealXChange Update** – *Ann-Marie*

- AWS has been contracted for 6 months of website support.
- The link to the CC website on the Provincial Network website is working
- *Copyright of Core Competencies intellectual information - deferred*

7. Emerging Issues/Questions – *All Members*

Nothing at this time.

8. Adjournment: 12:52pm

- **Next PN 'Meeting':** Thursday February 15th, 2023 @ 10:00am – 1:00pm - Virtual