

**Provincial Network Meeting Minutes**  
**February 16<sup>th</sup>, 2023**  
**10:00am – 1:00pm via Zoom**

**PN ATTENDEES**

Michelle Brooks (Chair)	David Cohen (Faith, Culture & Inclusion) ;
Ann Bilodeau (PNHR);	Don Walker (Mary Centre);
Ann-Marie Binetti (PNHR);	Eugene Versteeg (CH);
Brad Saunders (OASIS);	Jason Young (OADD);
Brian Swainson (GLS);	Jo-Anne Demick (CLO);
Bryan Keshen (TDSA);	Kim Thorn (DSO);
Carolynn Morrison (TDSA);	Sherri Kroll (PEDG);
Chris Beesley (CLO);	Trish Sherwin (Admin Support)
Dave Ferguson (OASIS) ;	

**PN REGRETS**

Brian Davies (Bethesda Services); Brigid Fitzpatrick (Valor Solutions); Janet Noel-Annable (CH); Jeanny Scantlebury (CNCS); Shawn Pegg (CLOntario); Sue Coke (Kerry's Place/OADD)

**GUESTS**

**MCCSS:** Karen Glass and Christine Kuepfer, MCCSS; Laura Summers (MCCSS); Tricia Hong MCCSS); Ashana Singh (MCCSS); Sandra Russell (MCCSS); Dianne Canzius (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 February 16<sup>th</sup>, 2023

Additions to agenda:

1. Item 7a) - TWE and advocacy for DS Sector – Don Walker, Mary Centre
2. Item 7b) - Ontario Connecting Youth Leaving Care with Supports to Succeed – Michelle Brooks.
3. Item 7c) – CPI Training

The agenda for February 16<sup>th</sup>, 2023, was approved as amended.

b) Review and Confirmation of Draft Minutes for January 19<sup>th</sup>, 2023

The minutes of the regular PN meeting for January 19<sup>th</sup>, 2023, were approved as circulated.

**2. Business Arising from Previous Meeting**

***None***

**3. Groups/Committee Updates**

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

Continue to meet monthly – mostly with CUPE. OPSEU has not attended since Smokey left the organization and SEIU has attended only once.

the Expanded LR committee will be meeting in a couple weeks in Toronto.

b) **Finance Update – Ann Bilodeau**

<b>Initiative</b>	<b>Balance</b>	<b>Notes</b>
Provincial Network Account	\$116,790	Includes DS HR FORUM Budget
DS Workforce Initiative	\$50,004	Outstanding work includes French translation
Cultivating Community Wellness	\$129,742	****Still waiting for \$50k for 2022/2023 fiscal  (MCCSS committed to \$50k for 2022/2023 and another \$50k for 2023/2024)
DS Recruitment and Retention Strategy	\$50,811 (2022/2023)	MCCSS funding - \$160k for 3 years  2021/2022 – received 2022/2023 – not received 2023/2024 – not received

DSWI – still have work to complete around the French translation of the website.

Ann Bilodeau announced that her agency will end their finance support for PN as of April 1<sup>st</sup>, 2023. The Committee will discuss replacement agency at the next meeting.

c) **Provincial Network Health Working Group- Bryan & Brian**

- PN Health Working Group met recently.
- Discussed the number of working groups/sub-committees and through the merging of some have decreased the number to approximately 5 sub-committees
- Discussed the option of engaging a third party to work with the committees to develop a white paper on the outcomes of the work completed, issues raised and advocacy opportunities.

Recommends in principle investigating hiring a third party to develop a white paper on the PN Health working group outcomes, findings and advocacy opportunities.

**Recommendation was endorsed.**

d) PN-HR Committee

- DS Workforce Initiative– *Ann Bilodeau / Ann-Marie Binetti*
  - the HR committee met recently
  - HR networks are growing – have a current lead for new membership from central region
  - Core Competencies presentations are scheduled through May at 4 regional tables, will also be presenting at the OADD Conference in April.
  - Core Competencies Café – first one held on February 1<sup>st</sup> and was well attended with 281 participants.
  - Operational Leaders – toolkit for the facilitator is being created currently. This will help maintain the integrity of the information and continuity of the training throughout the province.
  - Looking into the possibility of creating a communications and marketing committee
  - Looking into copyrighting the information on the Core Competencies and in the Operational Leaders Training tool kit to safeguard the integrity of the data.
- Recruitment and Retention Strategy – *Ann Bilodeau / Michelle Brooks*
  - A webinar was held on February 9<sup>th</sup> around the initial findings and recommendations
  - Rob Hickey has been engaged to report on the DSPs – concerns, issues and changes from the last survey and report in 2018
  - Executive opportunities for training - need to look into what programs are available and obtain feedback on the need and the relevance/effectiveness of the different options
  - The HR Committee is looking for additional members. If anyone is interested, please contact Ann Bilodeau.
- Cultivating Community Wellness – *Jeanny Scantlebury / Holly Duff*
  - Ann-Marie noted for the PN Table that they are currently working on creating a presentation to be shared at the OADD Conference.
  - The last meeting of the committee was cancelled.
- the Public Sector Leadership Institute, Spring 2023-Rotman Training

The MCCSS are currently recruiting candidates from MCCSS-funded organizations for the upcoming course. Recruitment of participants is intended to focus on Senior Leaders, (e.g., Director-level and above), with due consideration given to diversity, equity, and inclusion. Senior leaders can be experienced or relatively new to their roles and/or identified as successors.

They are seeking 2 to 3 individuals from the DS sector. While the expectation is that the organization will cover the cost of registration, they do not want this to be a barrier to participation. As such, please advise them if needed, and the ministry regional office staff will work with the organization to identify funds that can be used for this purpose, where possible.

Trish sent out the information with a preamble provided by Ann Bilodeau. Submission of the names of those interested in attending the course need to be in to Ann by end of day Friday February 17<sup>th</sup> as the Ministry requires the final names we are submitting from our sector on Monday February 20<sup>th</sup>.

Communication was shared with the committee and asked to forward to their networks and agency leaders to ask for anyone that is interested – first come first serve due to limited spots. The Cost to the agency is \$17,000 + HST. The Committee agreed not to offer financial support at this time but will revisit this if asked by an agency wanting to send someone but without sufficient funding available in their budget.

e) *OnTrac – Janet Noel-Annable*

Eugene Versteeg provided the update in Janet's absence. The committee met on February 2<sup>nd</sup> with representatives from the Ministry (MCCSS) in attendance. Were able to have a good discussion with the Ministry around Journey to Belonging (J2B). Next meeting is scheduled for April 4<sup>th</sup>.

f) *QAM- Sherri Kroll/Janet Noel-Annable*

- Expanding committee with QAM staff added to members  
PN is looking for additional representation on this committee. Anyone interested in this opportunity please contact Sherri Kroll and Janet Noel-Annable.

**4. MCCSS Updates-** ADM Karen Glass and Christine Kuepfer

a) **Performance Measurement Prototype/User Experience Survey**

As part of the prototype, a working group was established to co-develop a provincially consistent feedback/user experience survey and implementation approach with representatives from each DSO (e.g., members of the DSO Best Practices and Information Management sub-committees).

- This working group has met twice since late January to identify/prioritize information needs, review draft survey questions, and begin brainstorming implementation details (including possible ways to maximize the response rate).
- We will seek input from the DSO Provincial Network in late February on a draft product prior to implementation, anticipated for April 2023 (i.e., draft survey, implementation approach and knowledge translation/transfer strategy).

## b) **KPMG Costing Study**

- As you are aware, the data collection period for the KPMG costing study is now complete and the response rate was 65% with even representation across:
  - Small, medium, and large funding envelopes
  - Unionized / non-unionized status
  - Residential and supportive services
  - Urban and rural
- A secondary analysis was conducted internally to determine the response rate if organizations that receive very small amounts of funding from the ministry were excluded. This includes organizations that received less than \$300K and those whose DS funding was less than 25% of agency total revenue (in 2021-22).
  - If we exclude those organizations, then the response rate rises to about 72%
- KPMG sent its newsletter out last month to the sector expressing thanks for participation and outlining upcoming project activities
- KPMG continues to carry out activities related to data validation and clean up, which include:
  - Interviews with agencies that have submitted data that is significantly different
  - Interviews with agencies that did not complete the survey to help ensure representation of certain regions and demographics (e.g. North, Indigenous and Francophone) which is important to obtain a well-rounded understanding of the costs to deliver service and potential unique cost drivers
  - A working session with OBRC to test modelling / data assumptions with sector experts and support a shared understanding of sector cost drivers.
  - External research on other sectors and jurisdictions to supplement the data collected through the survey
- We're continuing to work with KPMG to determine how we will engage with TPRs to provide information on data collected and the results of the study.
- We plan on organizing sessions later this spring to share results with the sector and we will share more details around timing and logistics once we have that information.
- We know that 184 TPRs took a lot of time to gather information and complete the survey, so we'd like to share back some of the data and analysis.
  - We welcome your thoughts or advice on how we should manage these engagements in a way that is accessible and useful to TPRs.

## c) **Multi-Ministry Supportive Housing Initiative/ Local Integrated Supportive Housing Planning (MMSHI/LISHP)**

We wanted to take a few moments today to follow up to an update we shared in September 2022 regarding the Multi-Ministry Supportive Housing Initiative – which is work occurring across the Ministries of Health, Municipal Affairs and Housing, and MCCSS focused on improving our supportive housing service system.

- As you may recall, and for some background, partner ministries undertook previous supportive housing engagement between September 2020 and February 2021 on the issues of supply, access, efficiency, and the complex needs of clients.
  - This produced in a “What We Heard” document released in November 2021 summarizing the feedback received, and which was posted on the Ontario.ca website, including the following commitments:
    - Development of a common pre-screening tool; and
    - A requirement for Local Integrated Supportive Housing Planning (LISHP) across all three sectors.
  - The third commitment of undertaking a Cost Avoidance Review (CAR) had KPMG facilitating a discussion with the Provincial Network members in February 2022.
  - Since the last update in September that focused on the LISHP commitment, we have continued to work with our partner Ministries to move forward with the remaining engagements with stakeholders regarding the development of a LISHP requirement.
  - LISHP is intended to formalize a requirement for planning that supports better coordination of local supportive housing planning and delivery across sectors, with the goal of improved collaboration so that resources are used efficiently, and people get the housing and supports they need.
  - In continuing with the planning engagement approach for LISHP, there was a session hosted on January 18 for MCCSS Francophone service providers across DS, and the VAW and AHT sectors. Approximately five DS agencies serving Franco-Ontarians were able to participate in this engagement opportunity.
  - As we recognized in September, LISHP aligns well with our Journey to Belonging vision for DS Reform, including improved cross-sector collaboration with a person-centered focus, and of course strengthened, inclusive and equitable opportunities for people with developmental disabilities to access community housing and supportive services in an integrated way.
  - I also wanted to acknowledge that the Provincial Network, among other DS service providers, was represented at one of the Roundtables on Supportive Housing in November 2022, hosted by the Associate Minister for Supportive Housing, Michael Parsa, and organized by MMAH in collaboration with MOH and MCCSS.
  - The feedback and discussion generated through engagements such as this is valuable and continues to help inform the collective work of our ministries.
  - Thank you to those who were able to participate in either the Roundtables and/or the LISHP/MMSHI engagements.
- d) **OMSSA presentation - Supportive Housing: Collaboration to Support Vulnerable Populations**
- On February 2<sup>nd</sup>, MCCSS offered a professional development webinar on Supportive Housing for Adults with Developmental Disabilities for municipal staff and managers who provide frontline housing and income support services to vulnerable populations.
  - Organized in collaboration with the Ontario Municipal Social Services Association (OMSSA), the webinar provided information regarding MCCSS program information, including

profiling the 2021 DS Budget Initiative, relevant to the role of housing Service System Managers (SSMs) with respect to supportive housing for people with developmental disabilities:

- To build a common understanding of the profile of and housing-related challenges facing people with a developmental disability.
- To promote collaboration among provincial and municipal partners.
- Identify potential opportunities to improve outcomes for people through a more connected, person-centred approach to service delivery.
- This webinar had a total of 109 attendees and was well received by our housing system partners and is part of a multi-component approach to engaging with service managers, to generally advance our shared responsibilities to provide better access to appropriate and affordable supportive housing options for people with developmental disabilities.
- Following the session, we provided OMSSA network members with a survey that they can complete. We will be reviewing the results of this survey to consider future considerations for sessions, learnings etc.

## 5. New Business

### a) **Updated Terms of Reference**– Janet Noel-Annable; Sherri Kroll; Kim Thorn; Michelle Brook

- The Terms of Reference working group will bring back recommendations at the in person meeting in April for further discussion and finalizing by the PN Table as a whole. Any feedback you have now can be shared with the working group prior to the meeting.
- Looking at how the priorities and work plans of the regional tables align together and if there are any common areas where the Provincial Network may support initiatives and advocacy.
- Some regional tables have noted that they are not receiving the information that is being shared and that some are finding language barriers to the information that is not shared in both French and English.

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

- An in-person meeting has been scheduled for April 20th at Christian Horizons in Kitchener. Trish will share more details once the hotel has been confirmed. This will be a full day meeting.
- Some topics to be included on the agenda are the Terms of Reference and the Chair Position.

### c) **Micro Credential Pilot and Grant Submission** – Michelle Brooks

- Ontario Tech University partnered with Ontario Shores on the creation and implementation of 11 micro credential courses to offer to nurses to provide upskills around mental health, addictions and dual diagnosis persons.

- MCCSS agreed to fund a pilot project for 33 pre-purchased micro credentials for nurses in the DS sector. We currently have 26 enrolled with more expressing interest for the April and May courses that opened up.
- Put forward a request this week to expand this to offer the 7 courses in our pilot project to DSWs, behavioural specialists/workers
- Submitted a grant proposal for this to the skilled development fund.
- Could potentially be tied into the PN Health Working Group
- MCCSS is willing to discuss future support and funding if the grant proposal is not successful.

## **6. Other**

### **a) Correspondence**

## **7. Emerging Issues/Questions – All Members**

### **a) TWE and advocacy for DS Sector – Don Walker, Mary Centre**

- Shifting our advocacy to include DSW sector to be included and matched with the LTV PSWs as the governments are trying to bring their wages to a minimum of \$25/hr.
- Question raised as to why can't the Ministry increase our base funding annually to help with the increases in wages annually similar to what was done with ODSP beginning in July 2023?

### **b) Ontario Connecting Youth Leaving Care with Supports to Succeed – Michelle Brooks. – Deferred to March**

## **8. Adjournment: 12:02pm**

- **Next PN 'Meeting':** Thursday March 16<sup>th</sup>, 2023 @ 10:00am – 1:00pm - Virtual