

APPROVED
Provincial Network Meeting Minutes
March 16th, 2023
10:00am – 1:00pm via Zoom

PN ATTENDEES

Michelle Brooks (Chair)	Don Walker (Mary Centre);
Ann Bilodeau (PNHR);	Eugene Versteeg (CH);
Ann-Marie Binetti (PNHR);	Janet Noel-Annable (CH);
Brad Saunders (OASIS);	Jeanny Scantlebury (CNSC);
Bryan Keshen (TDSA);	Jo-Anne Demick (CLO);
Chris Beesley (CLO);	Kim Thorn (DSO);
Dave Ferguson (OASIS) ;	Sherri Kroll (PEDG);
David Cohen (Faith, Culture & Inclusion) ;	Trish Sherwin (Admin Support)

PN REGRETS

Carolynn Morrison (TDSA);	Jason Young (OADD);
Brian Swainson (GLS);	Shawn Pegg (CLOntario);
Brigid Fitzpatrick (Valor Solutions);	Sue Coke (Kerry's Place/OADD)

GUESTS

MCCSS: Christine Kuepfer, MCCSS; Dianne Canzuis, MCCSS; Aria Noori, MCCSS; Nicole Norton, MCCSS; Jody Hendry, MCCSS; Sherri Rennie, MCCSS; Kelly Huntington; Ahad Syed, MCCSS; Ashana Singh, MCCSS

1. Welcome – Michelle Brooks, PN Chair welcomed all to the meeting at 10:11am

a) Review and Confirmation of Agenda for March 16th, 2023

Additions to agenda:

1. Item 7b) ICC Update

The agenda for March 16th, 2023, was approved as amended.

b) Review and Confirmation of Draft Minutes for February 16th, 2023

The minutes of the regular PN meeting for February 16th, 2023, were approved as circulated.

2. Business Arising from Previous Meeting

a) **Micro Credential Pilot and Grant Submission** – Michelle Brooks

The pilot has been expanded and offered to Behavioural Technologists, APSWs, and SSWs. Working with the MCCSS we determined which groups to connect with first to share this funded opportunity. Will provide more feedback throughout the project.

3. Groups/Committee Updates

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

- Expanded the committee with 3 new members
- Last meeting was mostly discussions around collaborative bargaining
- Will link with the Governance Committee at OASIS then meet with Karen Glass later on.

- The unions remain interested in coordinated bargaining. However, the reality of multiple unions participating is challenging.
 - discussions around bargaining demands led to a consensus that: a) additional information must be collated (will use the info from the monthly call along with the specific info from the union demands with com't member agencies); b) a request be made for the LR com't to meet with the ADM to present the information / financial concerns; and, c) possibly request a meeting with the Minister to table the same
- b) **Finance Update** – Ann Bilodeau
- Reported on the financial position at the last meeting in February.
 - The \$160K and \$50K funds from the ministry were not reported then and have now been received.
- c) Provincial Network Health Working Group- *Bryan & Brian*
- PN Health Working Group has not met this month.
 - One of the sub-groups drafted a proposal for which a letter of support from the PN was shared (included in the meeting package)
 - white paper on the outcomes of the work completed, issues raised and advocacy opportunities in our sector – consulting firms were researched – received 3 proposals and recommended one to engage. The costs will be around \$6k plus incidentals. We are looking for support form the PN for this project.
 - Question: what is the end goal of this white paper?
Answer: to give information towards a clearer workplan going forward
 - To Bridge a conversation with the various ministries
 - To clarify priority issues
 - To identify areas we should focus on
 - To provide evidence and data to support ongoing and future initiatives
 - Ann Bilodeau noted there is huge support form their region (Kitchener-Waterloo) on this.
 - Planning to have the white paper completed and shared by Summer 2023

The Provincial Network agreed to support the White Paper Project as discussed above.

- d) PN-HR Committee
- **DS Workforce Initiative**– *Ann Bilodeau / Ann-Marie Binetti*
 - Continuing efforts for education through regional table presentations and Core Competencies Cafés
 - Finding a lot of local tables that are not getting the information funnelled down to them from the PN
 - Looking at collaborations where possibles – such as with SPPI's leadership training and the DSWI-Operational Leaders Training projects.
 - Asked the we consider where the completed initiatives will live and be sustained once the DSWI is wrapped up.
 - Need to define future initiatives

- Core Competencies presentations are scheduled through May at 4 regional tables, will also be presenting at the OADD Conference in April.
 - Core Competencies Café – being held monthly with a few hundred participants at each one. Participants are looking for concrete examples of implementation plans by other agencies which is what the April CC Café will focus on.
 - Met yesterday with MCCSS and MTCU to begin discussions on updating the program standards and to have the CC embedded in the curriculum. This review will begin in 2024
 - Question: Is there a recruiting effort in the DSWI to recruit international students into the sector?
Answer: Fanshaw College does have an active and successful international recruitment for their DS program
 - NOTE: flagging an emerging issue ->students are finding more opportunities to work while learning and this is resulting in less focus on their studies
 - Suggestion: take a look at the WES study on recruiting immigrants. DSMC has engaged the Durham Region rep for this study and subsequent initiatives to present at their April meeting.
- **Recruitment and Retention Strategy – Ann Bilodeau / Michelle Brooks**
 - Looking to what the next steps will be.
 - The consultants hosted a webinar in February to share their early findings and initial recommendations
 - Question: has a survey been done provincially around the vacant positions for both part time and full time within the sector? Are there regional differences and what are the reasons for these differences?
Answer: this is something we can put on the list of possible next steps
 - Many regions are experiencing different pressures and concerns around staffing. Any Recruitment and Retention strategy will need to consider this and be flexible to be effective
 - Ann will report back on the funding resources left to help cover any costs for next steps we would like to implement.
 - Question: to what degree are we confident the current R&R Strategy will have a positive impact for agencies?
Answer Discussion:
 - There are some pieces already that will definitely help with the R&R issues the sector is facing
 - Receiving positive feedback from the smaller and more rural agencies
 - Perhaps need to drill down to more detail around the recommendations, analysis and follow-up for advocacy
 - Marketing tools and the modernized core competencies are 2 initiatives that are having – or will have once implemented- a positive impact
 - PN/committee should review the document once it is finalized before sharing broadly to prioritize next steps and host an HR Forum to poll for feedback
- ACTION:** We will set up a special meeting for the PN table to discuss and brainstorm next steps in the recruitment and retention strategy. A doodle poll

will be sent out for possible meeting dates and times.

- **Cultivating Community Wellness – Jeanny Scantlebury**
 - Meeting on a regular basis
 - Holly Duff has transitioned out of her role with the CCW. Jennifer Seffler will be her replacement
 - In January we held 2 community of practice sessions – 1 supporting Organization Culture and Mental Health and the 2nd around Employee Culture and Mental Health. The evening session had a very low attendance. Going forward we will only offer 30 minute sessions during the daytime work hours.
 - The certificate course was filled quickly and a waitlist was created. We will run this again later this year due to the demand
 - February we held a session “Let’s talk about MH”
 - In March we will be continuing with the community of practice sessions
 - Continuing to look at staffing pressures and how they are affecting the culture and wellness within the sector.
 - the Public Sector Leadership Institute, Spring 2023-Rotman Training
- e) OnTrac – *Janet Noel-Annable*
- Next meeting is scheduled for April 4th.
 - Kim Thorn has joined the committee
 - Received other requests to join from outside the PN to consider for future workplans and growth.
 - Hoping MCCSS will be at the April Meeting – still waiting for confirmation
- f) QAM- *Sherri Kroll/Janet Noel-Annable*
- 2 new committee members – Cheryl and Art
 - Discussions around the government’s move to informing their next steps versus previous collaborative efforts on decision making
 - Suggested to reach out to Kelly to discuss how we can be more instrumental in planning and more work towards a more collaborative relationship on decisions around next steps

ACTION: Janet will connect with Kelly to arrange a scheduled discussion around returning to a more collaborative approach on decisions with the MCCSS.

4. MCCSS Updates- ADM Karen Glass and Christine Kuepfer

MCCSS Guidance for Congregate Care Settings

- MCCSS’ October 2022 direction related to rapid antigen testing requirements for staff and visitors to congregate living settings currently remains unchanged.
 - Rapid antigen test kits continue to be available through the Ministry of Health’s Provincial Antigen Screening Program.
- MCCSS continues to maintain contact with our Health and our Long-term Care colleagues to keep informed on current practices in those sectors.

Passport

- Updated guidelines come into effect on April 1, 2023. These changes include addressing the temporary list of eligible expenses that were introduced in April 2020 to support recipients in response to the COVID-19 pandemic.
- The temporary expenses will end on March 31, 2023. Some expenses will no longer be eligible (example: essential delivery fees) while others have been permanently integrated into the guidelines (examples: technology, supplies and equipment, PPE and sensory).
- The purpose of these changes is to give Passport recipients more choice and flexibility with how they choose to spend their funding and allow them to purchase the services and supports that meet their unique needs. Passport agencies have been communicating the changes to recipients and stakeholders as of February 28th.
- Passport recipients and those who administer TPRs, are reminded that the fiscal year end is March 31st and to submit their claims on an ongoing, regular basis.

KPMG Costing Study

- KPMG has completed a number of data validation and clean-up activities and is conducting data analysis on findings from the study.
- KPMG has held two working sessions with the OASIS Business Resource Committee (OBRC).
- During the last Provincial Network meeting there was a question on whether KPMG would be engaging with some agencies before the results were finalized.
 - That was the intent of KPMG's engagement with OBRC – to test modelling and data assumptions with sector experts (who were familiar with the data collection survey) and develop a shared understanding of sector cost drivers.
 - These sessions were held on February 15th and 22nd and KPMG noted that they received helpful feedback on their analysis and assumptions to inform next steps for the costing model development.
- Another question raised was whether town hall sessions to share costing study findings with the sector were still being planned.
 - While dates or logistics for the service provider townhalls have not yet been confirmed, they will be held this spring.

Service System Planning Tables

- The collaborative work led by a joint sector and Ministry working group to consider opportunities to strengthen DS Planning Table through a continuous improvement perspective is on-going.
- Next steps: Work planning discussions are currently in progress and expected to wrap up over the next month. A recommended scope and plan for actions to proceed will then be shared here at Provincial Network and within the Ministry to confirm endorsement of the approach for how we move forward together.

DS Compliance – Recurring Non-compliance Attestation Validation

- The ministry will be enhancing its DS compliance inspection process to include additional activities related to instances of recurring non-compliance.
 - This work was completed in consultation with the QAM Reference Group.
- Beginning April 1, 2023:
 - **For recurring non-compliance items**, in the Compliance Action Template (CAT) -

service agencies will also need to outline the strategies that have been implemented to prevent systemic recurrences across the organization.

- **Where an agency has submitted an attestation confirming that a recurring non-compliance(s) has been addressed throughout the agency**, the ministry will follow-up with the agency within the three months of the inspection to validate the attestation and verify that the agency complies with the Services and Supports to Promote the Social Inclusion of Persons with Developmental Disabilities Act, 2008 (SIPDDA) and its regulations and ministry policy directives.

Q&A Session

- **Michelle Brooks:** Question about who in the ministry to connect with about invite to present at upcoming ONTRAC meeting
 - **Chris Kuepfer:** It is on our radar, Patrick Laughton who is the manager lead is working on it. We will confirm who attends.
- **Chris Beesley:** Question surrounding any existing trends of non-compliance from pre-pandemic to the present day.
 - **Jody Hendry:** There have been some changes as to how we are tracking the data as a result of feedback from the auditor general. It was more of a preventative approach than responding to a trend line or any particular issue, but the changes will help with future work and tracking trends.
- **Michelle Brooks:** Any comments on investments or recent releases on the Children's side?
 - **Jody Hendry:** No updates for this meeting on the Ready Set Go Program but we are working on potential implications for intake and transitions and are connected in with our Child Welfare colleagues and we'll also work with the sector on how to support.
- **Michelle Brooks:** Question about having the Children's side of the ministry present at a future PN meeting.
 - **Jody Hendry:** Yes, we can take that back.

5. New Business

- Updated Terms of Reference**— Janet Noel-Annable; Sherri Kroll; Kim Thorn; Michelle Brook
 - Upcoming meeting next week for working group
 - Nothing else to report at this time
- Spring Planning (In-Person)** – Michelle Brooks
 - The in-person meeting has been rescheduled and confirmed for May 9th at Christian Horizons in Kitchener. Details were shared with the committee last week including hotel booking links for the night of May 8th. This will be a full day meeting.
 - COVID testing requirements will be shared closer to the date.

c) **Finance Support Replacement Agency** – Michelle Brooks

- Anyone who is interested in taking on this role – please reach out to Michelle and Ann – Suggested consideration of this role be given after the terms of reference are reviewed and completed for clarification on the responsibilities of this role.

6. Other

a) Correspondence

- **Letter of support for our primary care grant proposal** – Bryan Keshen
Due to time sensitivity – the letter was sent out prior to the committee’s review and agreement. All members agreed with the support as was shared in the letter (letter was included in meeting package)

7. Emerging Issues/Questions – All Members

a) **News Release** – *Ontario Connecting Children and Youth with Specialized Care-Michelle Brooks*
Looking at ways to better integrate the children and adult sectors and information sharing with the Ministry

b) **ICC Update** – *Ann Bilodeau*

The event is next weekend. There are approximately 70 people signed up to attend. Ann Bilodeau has been asked to MC the event for the evening. Asked PN members to forward any notes on messaging they would like shared.

Update on the Public Sector Leadership Institute, Spring 2023-Rotman Training – received interest from 1 person in attending the training from Parents for Community Living. It appears that they have successfully enrolled.

8. Adjournment: 11:45am

• **Next PN ‘Meeting’:**

- Special meeting – R&R Next Steps discussion in late April – date to be determined
- All Day In-Person Meeting – Tuesday May 9th in Kitchener
- Thursday May 18th, 16th, 2023 @ 10:00am – 1:00pm - Virtual