

FINAL APPROVED
Provincial Network Meeting Minutes
January 18th, 2024
10:00am – 1:00pm via Zoom

PN ATTENDEES

Michelle Brooks (Chair)	Don Walker (Mary Centre/FCI);
Ann Bilodeau (PNHR);	Chris Beesley (CLO);
Ann-Marie Binetti (PNHR);	Sue Coke (Kerry's Place/OADD)
Bob Walsh (OASIS);	Jeanny Scantlebury (CNSC);
Brad Saunders (OASIS/CLO);	Jo-Anne Demick (CLO);
Joel McCartney, (GLS <i>in for Brian Swainson</i>)	Kim Thorn (DSO);
Bryan Keshen (TDSA);	Sherri Kroll (PEDG);
Chris Brillinger (OPAN);	

PN REGRETS

Alison McLean (Provincial CoP-EDI)	Janet Noel-Annable (Karis);
Brian Swainson (GLS);	Jason Young (OADD)
Carolynn Morrison (TDSA);	Shawn Pegg (CLO);
David Cohen (Faith, Culture & Inclusion);	Trish Sherwin (Admin Support/Recording Secretary)
Eugene Versteeg (Karis);	

Guests:

MCCSS ATTENDEES

Hannah Grzegorzczuk; <i>Program Analyst</i>	Richard Delorio, <i>Integration Strategic Lead</i>
Christine Kuepfer; <i>Director</i>	Jody Hendry, <i>Director</i>
Karen Glass, <i>ADM, MCCSS</i>	
Polina Bellissima; <i>Manager of Strategic Modernization Unit</i>	

1. Welcome – Michelle Brooks, PN Chair welcomed all to the meeting at 10:00am

- a) Review and Confirmation of Agenda for January 18th, 2024
Amendments: corrected meeting date for minutes to November 16th, 2023

The agenda for January 18th, 2024 was approved as amended.

- b) Review and Confirmation Draft Minutes for November 16th, 2023
Amendments: None noted

The minutes of the meeting for November 16th, 2023 were approved as circulated.

2. Participant Updates

- CLO – *Chris Beesley and Jo-Anne Demick*
 - CoP this Friday on the Transitional Aged Youth speaking on Fetal Alcohol syndrome.
 - January 23rd J2B webinar series (6) for senior leaders to come together to discuss and share concerns, ideas and plans
 - Inclusion Symposium the end of March
 - Tentative date for our day at the legislature during Community Living month on May 8th
 - CL month – just secured a donation from Patterson Outdoor for mark
 - Family Engagement Board around Family grants - 15 family networks that have all been funded by CLO
 - Reaching out and trying to connect with organizations that either have, or are interested in starting a self-advocacy group – helping to raise the people’s voice locally.

- CNSC – *Jeanny Scantlebury*
 - No update. Next meeting is scheduled for February.

- DSO – *Kim Thorn*
 - Next meeting is Monday.
 - Shared data from DISCUS up to 3rd quarte (Dec 31):
 - 5,476 intakes completed
 - 49,171 People seeking services with the primary requests seeking participation support
 - SIL requests higher the GL
 - 34,265 unique individuals who have services
 - 16,003 people are receiving supported living support
 - 27,459 receiving community supports (include APSW, CNSC, and specialized services)

- EDI-Community of Practice – *Alison McLean*
 - Deferred.

- FCI (Faith, Culture & Inclusion) – *Don Walker*
 - No update – next meeting in February.

- GLS – *Joel McCartney (in for Brian Swainson)*
 - Conference Day on April 9th that will be attached to the OADD Conference.
 - Looking at a revision of the website to go along with the new name change that will be announced soon, also to include a rebranding. – Specialized Clinical Developmental Services Network

- Karis – *Janet Noel-Annable*
 - deferred.

- OADD – *Sue Coke*
 - Has gone through a bit of transformation over the past few years
 - New board
 - New strategic plan
 - OADD Conference offering hybrid opportunity this year
 - GLS – OADD - RSIG
 - Planning more education sessions for this year as well
 - One of the only peer reviewed journals focused on research for Developmental Disabilities in the country

- New editorial committee at OADD
- Just renewed our terms of reference to increase our membership
- Mark Benner – has brought to our attention the need to revise our 10yr old goal of a Professional Association for DSWs
 - Working on a plan and write a grant to work on this goal of creating a Professional Association.
 - Under DSWI – Ann Bilodeau and Christine Kuepfer have a meeting with C3 next week – they are currently working on looking into creating a Professional Association so we can gather information from them and perhaps look at a possible partnership or collaboration between them and OADD for this initiative.
 - Also DSWI-Research and Data Indicators Committee, under Rob Hickey has some particular questions around this being added to the survey they will be sending out
- OASIS – *Bob Walsh/Dave Ferguson*
 - MDR Strategy connections made along with other professional associations around the questions we are hearing on this potential initiative, lessons to avoid, best processes for creating a professional association
 - Also receiving comments/questions around the PSW regulation and how will DSW fit.
 - In Q4 as everyone else is – wrapping up current items from our workplan and looking at things for the next year.
 - Webinar on Client banking on January 30th
 - Have started our new CEO training and cohort development last week. 6 week course
 - We have a couple of Housing reports coming out – 1 looking at municipal by-laws and the DS sector;
 - Completed a member survey – readiness to build – to help address the lack of affordable supportive housing. Will be sharing the data compiled first with the participants of the survey then will share broadly
 - Stabilization funding – deferred to later in the agenda.
 - OBRC just wrapped up – 100 participants and lots of content for us to build on.
 - Provincial Conference coming up on April 24 - 26th in Windsor - Registration launching in February
- OPAN – *Chris Brillinger*
 - Working on our 24/25 workplan focusing on service improvement initiatives
 - Had some good initial discussions with colleague agencies such as Karis, CLO and OASIS
 - Hoping to share some of our first iteration data products with the sector over the next 4-6 weeks.
 - ❖ **Agenda Item** – Trish to add the data product from OPAN to the March PN agenda
- PEDCC – *Sherri Kroll*
 - New members to the committee:
 - Don Lee from Inclusion Northumberland
 - John Policicio from Community Living Algoma
 - PEDG Webinar series being done in collaboration with CLO on considerations for a changing environment on January 23rd (90minutes) and following up with monthly seminars for the next 5 months. Webinars will bring people together to talk about J2B, what we know and what we don't know, and how we can work collaboratively as a sector

- PEDCC – Inspired by Our Grass Roots working committee – comprised of 5 work groups within looking at issues related to family networks, continuous quality improvement, on resources and capabilities, on transitional aged youth coming out of the child welfare system, and on J2B
- At the December PEDCC meeting we had a visitor, –Carolyn Harris who is a member of the Provincial Respite Network, and she brought forward a concern that she was looking for endorsement and support from:
 - She indicated that 25 agencies share an online matching and connecting mechanism that has 81,000 users province wide. The site has been used by people, and families, those with individualized funding – so people that have access to Passport Services, Special Services at Home and others, to find workers who have been screened and vetted. It’s proven to be a valuable resource for families, for workers, and for agencies for over 2 decades. And it has been used for people with a wide variety of needs including autism and developmental disabilities, mental health issues, senior care, etc. Despite this resource’s value it is in imminent danger of shutting down due to a lack of funding.
 - She brought forward that the host is estimating the need of funding at \$500,000 just to keep the lights on and keep the system going; and an investment of \$1.2 million is required to bring the technology up to current standards.
 - She came forward requesting support in bringing this to the attention of the Ministry (MCCSS) asking that they commit to: investing the funds in a provincial support network platform; to establishing partnerships with other Ministries and collaborating on a solution; working with the Provincial Respite Network to initiate request for proposals are appealed towards a solution; and commit to a substantial solution while redeployment is underway.
 - CLO is supporting that request by submitting a letter of support to the Minister
 - We sent over to Michelle a template letter asking if the PN would consider endorsing that letter and forwarding it off to the Minister on behalf of the Respite Network.

Comments/Discussion:

- The respiteservices.com website was actually in some conversations that we have had and tied to the MicroCredentials project - as a possible means or platform for staff to register their learnings/training/certifications to track upskilling of the workforce, implementing a Professional Association, to share and note any special training of workers that families are looking for, all to align with the J2B and a more individualized funding model. (Michelle Brooks)
- Without having any documentation to review I have questions around gaps in this information shared verbally – are there other options? Is this the best option? I can’t support this without a little more background. (Reena)
- Suggestion: to defer this discussion and request that we invite a representative to the next meeting and provide an overview to the group.

ACTION ITEM: Sherri Kroll will share the contact information for the Provincial Respite Network with Trish so she can connect with them to invite them to the February PN meeting to provide a presentation as an overview and Q&A for the group around their request for support.

- TDSA – *Bryan Keshen*
 - Currently updating our terms of reference and reframing a workplan

3. Standing Committees:

a) OnTrac – *Sherri Kroll (on behalf of Janet Noel-Annable)*

- As shared back in the fall, OnTrac submitted a proposal requesting funds for a multi-phased approach to support the 325 transfer payment agencies funded by the Ministry for DS sector reform.
 - The proposal has been accepted
 - The OnTrac committee is hoping to build on the work that’s been completed to date by CLO, OASIS and PN; to work in collaboration with the Ministry
 - Phase 1 – engaging with the sector by conducting a base line readiness assessment of TPAs based on mutually agreed upon markers of key strategic skills required for the successful transitions of a reformed DS sector
 - Agency capacity strengths, focus – what’s the value proposition of your agency
 - Phase 2 – create communications, workshops and materials to build awareness and clarity to understand J2B
 - Hosting forums, bringing people together to discuss capacity building within the sector
 - To develop recommendations on how best to support agencies to optimize business models for service delivery post reform and to ensure continuity of quality supports and services
 - Target date of the completion of this phase 2 is end of March 2024.
 - RFP was put out for a consultant to help facilitate this work and to meet the deadline of March 31, 2024. The contract was awarded to People Minded Business (PMB)

b) HR Committee – *Ann Bilodeau*

- Jennifer Gleeva from Karis will be taking over as the lead of the HR Committee. In the transition process currently
- Professional Association – under DSWI we are having this conversation
- Under communications we will be looking at our marketing materials and on how we can communicate more effectively in getting the information out to all organizations
- Under skills development and training – we are looking at how to engage families with the core competencies
- The EDI lense is also incorporated within the DSWI and the committees.
- Operational Leadership training – looking at how we can roll out this training in 3 different ways
- Talent Acquisition and Workforce Development – CCW is being moved under this initiative; the recruitment and retention information is also under this working group.
- Research and Data Indicators – a proposal has been submitted by Rob Hickey as the chair of this committee – focusing on building communication pathways to families. Looking to hire someone from a family network to help with this work
- Budget: had a \$77,000 carry over from CCW; \$179,265 c/o from R&R project – MCCSS pulled the last payment promised of \$160,000 for this year. If we do need it they have said that we could get it back. An additional \$50k that was also promised has also been pulled back.

- \$456,100 total in the Budget for the DSWI
- HR Networks – now have 10 HR networks across the province.
 - Pushing to get the North region more engaged

ACTION ITEM: Ann Bilodeau to have a list of the HR Networks and their contact information provided to Trish to create as an email group for communications sharing.

- c) Health Strategy & Engagement Working Group- *Bryan Keshen/Brian Swainson*
 - No report.
- d) QAM- *Sherri Kroll/Janet Noel-Annable*
 - No report.

4. New Business

- a) Correspondence
 - DS rep at Out of Home Care Stakeholder Table.
 - i. See ministry discussions under item 6
 - Bob Walsh agreed to be the PN Representative will take it to the Children’s committee as well for a co-representative.
 - Suggest getting feedback from agencies like KWHAB that are not renewing their licensing due to the changes.
 - Inquiry Received: is there regional offices right now who are allowing funding to be flowed directly to families when it’s a congregate setting type model when they are hiring their own staff and where they own their own home?
 - Should we put this on as a conversation for later?
 - SIPDDA allows them to define who and what they fund
 - Over decades they have done individual arrangements, however since J2B started they appear to have clamped down on these exceptions
 - DSOPN has about 60 individualized funding that had to be changed when the messaging changed and had to fold them under a residential detail code
 - Michelle will forward the inquiry from the family to Chris Beesley and Kim Thorn for further discussions

- b) Emerging Issues/Questions – All Members
 - No issues/questions brought forward.

- c) Topics to discuss with MCCSS – All Members

As provided from OASIS:

I had four specific questions to explore with them:

1. Could you provide some insights into the progress of the CYFSA renewal process? We've shared feedback, emphasizing the importance of ensuring that individuals with developmental disabilities are no longer impacted by an Act that might be seen as punitive. We understand change takes time, but how is the Ministry working towards modernizing the Act – especially in relation to children with developmental disabilities?
2. We (us and our members) have had some interesting discussions with MPPs who are keen to understand statistics related to homelessness and hospital care (ALC) for individuals with developmental disabilities. We believe this data is available through the DSO. Could you share your plans for increasing transparency and making this information more accessible for informed decision-making?

3. As we embark on the next phase of 'Journey to Belonging,' there are aspects that remain unexplored. How can we better collaborate with the Ministry to experiment and learn together? For instance, the needs-based funding model in Intervenor Services and the suitcase model in Passport funding offer opportunities for experimenting opportunities and assessing feasibility, specificity, impact, scalability and workability or ideas while implementing quality improvement as we go. How can we kickstart these initiatives and evaluate their potential for scalability and use in J2B?
 4. I've heard about the task groups initiated by the Ministry (ADM December newsletter), and am eager to learn more. Could you please share information about the members of these task forces? It's important for p/n and others to connect with them to ensure that our collective voices are well-represented. Additionally, could you provide insights into the purpose of these task forces, their ongoing discussions, and how we might contribute to their progress?
- Looking at an endorsement letter from the PN on the #5toSurvive Campaign.
 - Perhaps the question should be a little broader around what else might we do as a sector to support our ask for 5%.
 - Do we even want the high visibility – should this go to the other groups that have the boards to manage this
 - Don't think the PN should take a formal position because it may confuse people when we are saying it's not an advocacy group – and then to create something it's going to sound like an advocacy role being performed. However, the members due have a responsibility to circulate the minutes and the information shared to the tables that we represent – an at those tables is where these discussions should take place on these various topics.
 - May want to start thinking about what PN can do if we don't receive the funding asked in the campaign – could PN be the forum we use to discuss what happens next.
 - Perhaps set up a special meeting to have a discussion around this
- ACTION ITEM:** Trish to set up a doodle poll for a special meeting to look at next steps if the we don't receive the funding being requested in the #5toSurvive Campaign.
- Families are concerned that the J2B funding model reform will end up costing them more out of their own pockets

5. Finance/Budget

- a) Quarterly Update (Q3) – *Treasurer*
no report

6. MCCSS Updates- ADM Karen Glass, Polina Bellissimo and Laura Summers

Update notes as provided by MCCSS:

Provincial Network ADM Updates- January 18, 2024

Funding Reform

- The ministry's current areas of focus are on the decisions we need about the types of services that would be funded through adult DS into the future. We're looking at this from the lens of: what is the intent of developmental services, and what does this mean for the services the government will fund.
- We have a good handle on the themes that we've been seeing, and we know they align with the commitments made in J2B. These themes are:
 - A range of service systems need to be accessible to people
 - Having proactive supports in place help prevent crises; and
 - Measuring service outcomes to align with program goals
- We are currently working to plan out how we can best work with individuals, families and sector partners stakeholders on this work moving forward. We will have more information to share in the coming months.

TPR Risk Assessment

- A new risk assessment process is being launched for Transfer Payment Recipients (TPRs) using the TPON Risk Assessment Module. This will help improve consistency in risk assessment practices.
- TPRs will not have direct access to the module and instead will be sent the TPR RA Questionnaire to gather information through 41 questions across eight risk categories: Human Resources, Financial, IT, Program Design & Delivery, Legal, Emergency Management, Governance, and Reputational Risk.
- TPRs can eventually submit RA information using TPON, but this is not available for 2024.
- TPR RA Questionnaire will be shared with TPRs during January and information sessions will be held on January 23 and 24, with a French language option being offered on January 30.
- The specific timeframes for TPRs will vary and if you have any questions about your organization's TPR Risk Assessment, you're encouraged to reach out to your regional or corporate program office for more information about timing and process.

Funding Reform Update

- Asked for clarification on what the Ministry means by "proactive supports" with a system that is based on a pot of money and therefore can only be reactive on a priority basis
Response: current system based on crisis. We are trying to look at ways to be more proactive and not only reactive to a crisis situation. Would like to engage with the sector on possibilities on what this will look like

Follow-up Discussions and questions with the Ministry

- would 3rd party accreditations have any correlation or inclusion with the risk assessment process? Ie: Focus, CARF, CQL etc.
A-currently we don't have correlation with 3rd party accreditations and the Risk Assessments. But we certainly can consider this in feedback for future changes for continuous improvement in the process
- Clarified that this is consistent across all MCCSS funded organizations
- Q (question 1 from the list about in item 4c) – what are the next steps around the CYFSA changes/review?
A – don't have a specific timeline on this at this point.
 - we did discuss the opportunity to have a representative from the PN group to be on the Out of Home Care Stakeholder Table for the review of the CYFSA – we will need to follow up on that - Bob will f/up with Karen's office
 - there have been some conversations brought to the PN around this Michelle noted
- Q - I've heard about the task groups initiated by the Ministry (ADM December newsletter), and am eager to learn more. Could you please share information about the members of these task forces? It's important for p/n and others to connect with them to ensure that our collective voices are well-represented. Additionally, could you provide insights into the purpose of these task forces, their ongoing discussions, and how we might contribute to their progress?
 - A – Chris K – this was an acknowledgement that we need to do this and that we are in the middle of looking at additional ways in the future – nothing has been created as yet.
 - comment- we have completed the RFP process for a consultant and PMB was awarded the contract. We would like to look at scheduling a meeting with MCCSS, OnTrac and PMB to discuss next steps.
 - Recurring conversations around data collection from the costing study – concerns around value of these data gathering ventures from agencies and we will need to address that and show how this data can be used
 - Discussions around national establishment of a disability insurance type actuarial piece and the data to be used with the other data collected; the frameworks around data like this
 - Community contextual
 - Stage of Life contextual
 - Presenting Condition contextual
 - Ministry asked for clarification around the question – Michelle noted that feedback received was the data received from the costing study was very difficult to interpret and the resulting reports were difficult to interpret and utilize at an agency level. How to understand the data input and how it connects to the data output recv'd, concerns around the integrity of the data and the relevance
 - Ministry response – this costing study was one input to help the Ministry understand what services were costing locally, which this has now provided a view of that. We are still digging through the data ourselves
 - Would suggest that people would like to see how the ministry leverages the time and work that they put into that as well.
 - Noted that there is lots of anxiety being experienced by families out there
 - The study didn't capture all of the programs that were covered such as DSO. We received 3 data sets but submitted many more than that to the survey. – what will happen to these services that I did not get a response from through the survey?

- It may have been that the sample size may have been too small. But we will need to look at these services as well in future data collections and reviews.
- Suggestion: ask the Ministry next time when they want to engage us as the sector in a more technical way that we can help to provide (ie OBRC). Maybe to talk about a framework for us to work together and provide more direction on the J2B reform and the changes as they will be made. We all need to make choices which will take us time.
- Suggestion: to leverage the need for more information and more participation for and with families. We need to have this information and participation so that we can educate our families.
- Discussed presentation requested from Crish, Bob and Michelle for the ministry.

7. Business Arising from Previous Meeting

- a) Risk Assessment Pilot – information and update – *Ann Bilodeau, KWHAB*
deferred

8. Current Initiatives/Working Groups:

- a) DS Workforce Initiative– *Ann Bilodeau/Ann-Marie Binetti*
deferred

- b) Sector Pressures and Strategy working group – *Bob Walsh/Chris Beesley*
 - i. *#5ToSurvive Campaign – Jo-Anne Demick/Chris Beesley*
 - Reviewed the history and creation of the campaign
 - Had good traction at the start with media opportunities across the province
 - We have reached 100% of cabinet and 87% of all MPPs
 - Trying to be clear and succinct in rebutting the Ministry responses
 - Trying to show how this affects locally in different areas.
 - E-Letter campaign launched – about 4500 letters sent out so far. Trying to get to 10,000
 - Asking PN members to help sharing this and getting more people to participate in this part of the campaign
 - Initially sent out 3 template letters for agencies and families to with a short term request for an immediate 5% increase to base budgets and a secondary request to create a budgetary task force.
 - Survey responses: 49% of agencies projecting a deficit; 68% projecting a deficit for the upcoming fiscal year, 70% rely on alternative sources for funding (ie fundraising)
 - Will be sending out template letters by tomorrow with a press release for agencies to share with their local newspapers
 - Working on identifying our allies and champions in cabinet to help share our messaging.
 - What are the questions – what are the responses you are getting back?
 - A lot of the data the government is asking for is data they already have.
 - Organizations are providing crystal clear stories of what they are experiencing and the implications to services, costs and quality of care.
 - **REQUEST:** Asking members to share the messaging and campaign actions/activities on social media platforms, families, staff and networks
 - CUPE reached out and discussed the campaign and changes in the workplace environment with the pressures being felt by workers. They appear to be willing to support the DS sector with this campaign. They are going back to speak with OPSEU to see if they will also support us.

- Next steps if the funding doesn't flow: suggest a follow-up meeting for after the next PN meeting on Feb 15. Will send a doodle poll if needed with any updates received, for the last week of February

9. Closing Comments and Adjournment

- a) **Adjourned at: 12:30pm**
- b) **Next PN 'Meeting' the 3rd Thursday of each month for 2023**
The next PN Meeting is schedule for: February 15th, 2024.