

FINAL APPROVED
Provincial Network Meeting Minutes
March 21st, 2024
10:00am – 1:00pm via Zoom

PN ATTENDEES

Michelle Brooks (PH)- <i>Chair</i>	Claudine Cousins, OASIS
Janet Noel-Annable (Karis)- <i>Acting Chair</i>	David Cohen (Faith, Culture & Inclusion);
Ann Bilodeau (PNHR);	Don Walker (Mary Centre/FCI);
Ann-Marie Binetti (PNHR);	Jason Young (OADD)
Brian Swainson (GLS);	Jeanny Scantlebury (CNSC);
Bryan Keshen (TDSA);	Jo-Anne Demick (CLO);
Carolynn Morrison (TDSA);	Kim Thorn (DSO);
Chris Beesley (CLO);	Sherri Kroll (PEDG);
Chris Brillinger (OPAN);	Trish Sherwin (Admin Support/Recording Secretary)

PN REGRETS

Alison McLean (Provincial CoP-EDI)	Jonathan Bradshaw, (<i>OASIS in for Bob Walsh</i>)
Bob Walsh (OASIS);	Shawn Pegg (CLO);
Brad Saunders (OASIS/CLO);	Sue Coke (Kerry's Place/OADD)
Eugene Versteeg (Karis);	

MCCSS ATTENDEES

Christine Kuepfer; <i>Director</i>	Nicole Norton
Jody Hendry	Hannah Grzegorzcyk; <i>Program Analyst</i>
Karen Singh, <i>Central Region</i>	

1. Welcome – Janet Noel-Annable, PN Acting-Chair welcomed all to the meeting at 10:09am

- a) Review and Confirmation of Agenda for March 21st, 2024
Amendments: add ICC update under New Business
The agenda for March 21st, 2024 was approved as amended.
- b) Review and Confirmation Draft Minutes for February 15th, 2024
 - a. Amendments: 1. add to Presentations as item a. “**RespiteServices.com and Support Your Way**” ;
2. Corrections to CLO update – removed “RDFP” and corrected “Price’s Communication” to “Crisis Communication”
The minutes of the meeting for February 15th, 2024 were approved as amended.

2. Participant Updates

- a. CLO – *Chris Beesley and Jo-Anne Demick*
 - 2-day Inclusion Symposium
 - Collaboration between 5 different groups: CLO, EDI CoP, From Presence to Citizenship and the PEDCC
 - Great opportunities for networking
 - One of the main takeaways was the mashup of EDI conceptual framework
 - What are the important points?
 - What is it that it means?

- How it's under threat – to the point that yesterday Alabama introduced legislation banning EDI in government and education spaces
 - Going forward to a world under J2B under potential privatization, and where there are economic threats, where families may look for quantity over quality – what is it that we will deliver? What will be our strengths? And how will we position ourselves in a principled way that focuses on good lives for people?
 - Sparked some great conversations
- Community Living Month:
 - May 1st – CN Tower will be lit up to shine a light on developmental services. We encourage all of our member across the province to light up their iconic landmarks as well.
 - May 8th is the Community Living Day at the Legislature. Working on 3 different themes for the this day.
 - A huge celebration if we get the full 5%
 - Appreciation of we get less than 5%
 - If we get nothing – not quite sure what that will look like yet.
 - Developing signage across the province with Patterson again – a huge sponsor for community living months.
- April 27th we are hosting a family forum
- The 15 CLO funded family led initiatives will be coming together to share their learning from those initiatives and so that we can better understand how to engage with families and perhaps support this type of initiative again in the future
- The Ann Stafford Bursaries – launched applications
- We are partnering with ODEN on an employment survey to better understand the complexities of the modernization of employment services and the impact that it is having on people with developmental disabilities
- Discussed the different variations of EDI (DEI, IDEA, EDIB etc) that the fact that whatever the letters the important thing is that people are engaging in conversation about it.

b. CNSC – *Jeanny Scantlebury*

- Evaluation Framework – update.
 - 2 phases: 1. Process evaluation and 2. Outcome evaluation We are currently in the process evaluation
 - DNSC logic model has been confirmed along with the evaluation questions.
 - The surveys have gone out to all the CNSCs in the province and we are waiting for confirmation
 - The Template has also been sent out to all CNSC Managers to complete on the data source for collection
- Currently reviewing the CNSC website
 - Looking at the purpose of it, utilization, how we need to reshape it, and what the need for it is.
 - Meeting in-person in April and the future of the website will be on the agenda
- Hoping to introduce the next CNSC Chair at the April PN meeting.

c. DSO – *Kim Thorn*

- Completing their compliance reviews at the end of this week. We have some new indicators that we're working through and hoping to have an opportunity to provide some feedback to MCCSS about those.

- We continue to experience really high call volume at our service navigation and front doors. Many of the inquiries are connected to passport funding.
 - Entering the time of year of transitions from highschool and families seeking community participation supports, and respite supports which is contributing to the delays.
 - Not just the volume/quantity of calls but also the intensity and length of the conversations/needs that are contributing to the delay in responding to messages.
 - Sharing this concern around high call volumes with the Ministry as well.
 - Q-has the decrease in housing navigators affected the call volumes and work load on your team?

A-We did get an enhancement a few years ago to augment housing navigation across the province, and we were informed this fiscal year that those allocations would be reduced. Effective April 1st there will be one housing navigator per DSO. That is a significant reduction of support and there will be an impact on our ability to provide ongoing support at the same level.

We have put forward a business case to the ministry to highlight that there is need still, just when we were gaining momentum with some of our municipal partners, now would not be the time to dial back that service.

Across the province that is a reduction from 27-30 navigators down to 9.

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

- No report.

e. FCI (Faith, Culture & Inclusion) – *Don Walker*

- Had our first meeting in a while last month.
- Considering and ongoing discussions around dropping the “I” for inclusion in our name so there is no confusion/overlap with EDI
 - Considering possibly switching Inclusion for Belonging

f. Specialized Clinical Developmental Services Network (SCDSN) *formerly GLS – Joel McCartney (in for Brian Swainson)*

- The SCDSN conference takes place April 9th (the day before the OADD conference starts)
 - Focus on clinical programs in a changing system
 - Being offered in-person and virtually. The in-person is full but there are still virtual spots available
- Our new board is in place now of 8 or 9 members – may be looking at expanding the Board Membership.
- Strategic plan is being refreshed currently -> may be reaching out for input

g. Karis – *Eugene Versteeg*

- No update.

h. OADD – *Jason Young (in for Sue Coke)*

OADD Conferences.

- APRIL
- 254 people registered in person and 66 virtual. We are closed to in person but still taking virtual registration.
- Dates are April 10th & 11th. Registration can be found on our website.
- NOVEMBER – 6th & 7th “*Empowering Possibilities: Navigating Mental Health and Dual Diagnosis in Developmental Disabilities - A Trauma-Informed Approach*”
- White Oaks in Niagara on the Lake
- Call for Abstracts going out immediately after our April Conference

OADD Publications.

- There is a lot of changes happening within our Editorial Committee
- Editorial Committee Chair is ending their term so recruitment is underway to select a new chair.
- Maire Percy, who has been with the journal since it started in 1992, is retiring and we acknowledge that with that change we are losing a great deal of history and experience.
- We are very fortunate to have new and talented editors, which has also increased our capacity for editing French language content for the Journal and helping with translating titles and abstracts.

DSP Professionalism Committee

- OADD coordinated a committee meeting in late February to review and discuss:
 - The history of this work, dating back to 2008 and synergies with the DS core competencies work
 - Open discussion on the topics of:
 - Support for an Association
 - Surveying of DSWs/DSPs for input
 - Barrier identification
 - From the meeting next steps were established with respect to development of a Survey and consideration of funding options to assist in supporting this work, such as
 - Humber Innovation fund
 - Workforce Initiative
 - OASIS/PN/CLO/MCCSS/other provincial groups
 - Azrieli Foundation
 - A sub-committee for funding options was formed to carry this work forward.
- OADD Chair has already initiated contact with OASIS CEO to initiate conversations in this area. As well, OADD has approved the commitment of 'in-kind' support to develop an RFP to help guide this work as an initial step.

i. OASIS – *Claudine Cousins*

- Compensation survey
 - Deadline extended to April 6th
 - Report pushed to May 8th as a result of the submission deadline extension
- OASIS conference is sold out!
 - At the Ceasar's in Windsor April 24-26
 - Some pre-conference events are still available
 - Looking for volunteers to capture session notes/information
 - Pre-conference workshop on housing
 - Readiness and how to get ready to build
 - Learnings from Organizations in the DS sector.
- Board meeting is scheduled for March 26th.
- Provincial Budget
 - OASIS will provide their write up on the budget shortly after it is announced.

j. OPAN – *Chris Brillinger*

Data Product Presentation

- **Prefaced the presentation noting that the information is not finalized and this is a sneak peak at the data.**
- Today we are at 5,000 new recipients/new approvals in 23/24 FY. – that puts us on track for the 8% annual increase in passport recipients

- Looking to launch semi-annual data reports in the spring and fall.
- Looking to provide it at the 5 levels of geography – Passport agency, DSO, Local Planning Tables, Regional Planning tables and province wide.
- Similar picture to what we've seen before with the different funding administration types- the largest being self administered at 58%.
- need to continue to build our partnership with TPRs so that we can grow that utilization number.
- We typically see up to a 10% increase in utilization from this point forward, so we would expect the number we're looking at to roughly increase by 10% from now to the end of March.
- Seeing a 3% increase in utilization year over year. But we also have an increase in approvals so the actual increase in cash issued year over year is 52million or 15%.
 - That's within existing resources – so that's a measure of efficiency we are gaining in the passport administration system.
- 86% of recipients working with a broker service agency are working with a TPR – so TPRs play a huge role in the administration of passport
- Gains realized in encouraging self-administered recipients in shifting over to electronic submissions. We will continue this work.
- Reviewed the drilled down data with the table.
- We've learned that approximately 50% of the inactives came into the program in 2018 – the first year of the automatic 5k.
- Hope to launch the slide deck formally and more publicly later in the spring.

Follow-up discussions

- Q-are efforts right now being mead around the development of policies related to fraud and how to manage situations of fraud?
A-Yes there is. We have a work group looking into this. We're framing it as "Misuse of Funds"
- Durham Family Resources offers a seminar for families on "making the most of your passport" – might be something that can be expanded on or for you to look into.
 - The narrative is important to help understand the reasons behind the numbers and any changes year over year.
- Confirmed that OPAN is still working on finalizing the information in the presentation
 - All parties need to be comfortable with the presentation at the 5 levels
 - Then will be circulated across the sector.
- Had a discussion on Passport and how allocations decisions are made
 - Overall process & future objectives
 - TPRs role

k. PEDCC – *Sherri Kroll*

- PEDG:
 - Monthly webinar series started in January.
 - Next event on March 26th supported by People Minded Business (PMB) 11:30am-1pm
 - Next session will include information about project SPARC
 - ED orientation – partnering with HR Forum in October.
 - New Eds coming into the sector or newer Eds that feel that they might benefit from having an overview and an orientation will be offered the opportunity to join in for that event.

l. TDSA – *Bryan Keshen*

- No report.

3. Standing Committees:

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

- Continuing to analyze the data collected from the SPARC survey
 - “Sector Preparedness Assessment for Reform Capacity”
 - Will be an opportunity for further collaboration into what this information means to us. – likely 3 in-person events across the province, and then probably 1 or 2 virtual meetings
 - The Ministry paid for all of this work to be done – RFP for the consultant, People Minded Business (PMB).
- The PEDCC has been doing some fantastic work around the J2B and the transformation strategy or reform strategy, and we want to bring these 2 groups together – PEDCC and OnTrac – and continue to collaborate and integrate the leadership opportunity there.

Recommend and request approval to include the PEDCC leads of the Journey to Belonging work to join the OnTrac Committee as members.

- **The Provincial Network Table endorsed this recommendation.**
- We will continue to find places/venues to share that information out
 - We have a session at the OASIS Conference next month
 - Ask that you keep an eye out for those/other opportunities to participate in the discussions.

b) HR Committee – *Ann Bilodeau*

- Jennifer Gleva will be attending these sessions going forward.
- Looking for suggestions for a key note speaker for the HR Forum in October

c) Health Strategy & Engagement Working Group- *Bryan Keshen/Brian Swainson*

- 2 things to share:
 - Health DS Intersection Survey
 - Have been seeing in the sector for quite a while now, people finding a diversion pathway to access the health services – either directly hiring professionals and/or a range of professionals to add to the support and care
 - Would like to do a brief survey (6 or 7 questions) to the sector asking what people are doing to create access for those they support , their family members, and so on.
 - Looking to send this out through the PN if that is endorsed
 - We will send the final draft of the survey to Michelle and the PN members seeking input on the use and access that people are creating for healthcare services, and on how much of our sector is participating in OHS tables
 - Slide Deck Presentation we are preparing based on our position paper that was issued last fall.
 - Requesting for 15-20 minutes at the next meeting to present this
 - Intent is to make it available probably by the RealXchange
 - Will need to discuss a communication strategy around this as well.

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

- The last few QAM Reference group meetings have been cancelled

- Continue to raise the issue that we should be ones to advise on how to tell the sector group
- How would this land and be impactful within organization and impacting people.

4. New Business

- a. Correspondence – none received.
- b. Emerging Issues/Questions
 - Discussed the difference in base funding with Saskatchewan compared to Ontario
- c. Topics to discuss with MCCSS
deferred
- d. ICC update from Day on the Hill
 - ICC organized with our Federal Government to have a reception with the Speaker of the House as our host.
 - 45-50 people attended as members of the ICC, and quite a few MPs and Senators
 - Purpose of the ICC is knowledge exchange around housing and to advocate with government that with the housing strategy that they continue on the path of ensuring that developmental Services is earmarked for a portion of the housing built
 - Out of the 2400 units promised we are at 847 to date across Canada.
 - Many heartfelt and well rounded speakers that visibly impacted the politicians in attendance
 - B3 Care Occupancy Standards
 - If 3 or more people are deemed to be having care or services are impacted by these new standards and requirements for repairs and renovations to the building/home.
 - Housing Need
 - Can't be silent about the need for housing
 - It should be a right and should be equally accessible to everyone
 - Need to get those barriers removed that are both national and provincial, and the investment in housing is not equitably distributed across the needs
 - September 17th -> Hosting ICC in Kitchener/Waterloo area – open to all members to join.

5. **MCCSS Updates-** ADM Karen Glass,
Notes as provided by MCCSS for their update:

Provincial Network ADM Updates- March 2024

Spring Engagements:

- MCCSS will be presenting at the Ontario Agencies Supporting Individuals with Special Needs (OASIS) conference in April and the Ontario Association of Residences Treating Youth (OARTY)/Ontario Residential Care Association (ORCA) conference in June to provide updates on J2B.
- Chris Kuepfer will provide opening remarks at the Ontario Association on Developmental Disabilities (OADD) conference in April and Karen Glass will provide opening remarks at the Specialized Clinical Developmental Services Network (SCDSN) seminar.

- At the end of May, MCCSS is planning to partner with Partners for Planning to do a webinar similar to last spring that is specifically for individuals and families, updating them about the work we've been doing on Journey to Belonging. There will be time for questions and answers during the broadcast and it will be recorded and posted on P4P website to watch at any time.

Service Agency Working Group:

- The Service Agency Working Group was reinstated on November 14, 2023 out of a need to leverage their knowledge, use and accountability to DSCIS in order to provide support for DSCIS maintenance, release planning and implementation on an ongoing basis.
- To date, the working group has been able to:
 - Collaboratively develop and endorse their Terms of Reference
 - Provide the Ministry with valuable "on the ground" information to support Service Data Quality root cause analysis:
 - Vacancy Management process validation.
 - Identification of system data gaps related to Vacancy management and MYSLP.
 - Provide feedback and support for the implementation of the New DSCIS Training Platform.
 - Provide operational context for backlogged change requests (CRs) to support the CR prioritize and ranking process.
 - Support the CR implementation process by providing business requirements and endorsing system design for the highest ranked CRs.

Follow-up Discussions:

- CMHC Housing Conference
 - some of us on the PN Table attended this event
 - The Intentional Communities Consortium – which is members from our sector, looking at obviously affordable housing and to do work with the Federal Government
 - Need to do a lot of work provincially too
 - Provincial budget is coming out on March 26th and April 16th is the Federal budget

6. Finance/Budget

- a) 2023-2024 Fiscal Year End Report on the Budgets.
 - Working on completing (tying off) the financial budget.
 - Will look to have this item on the agenda quarterly.

7. Business Arising from Previous Meeting

None

8. Current Initiatives/Working Groups:

- a) DS Workforce Initiative– *Ann Bilodeau/Ann-Marie Binetti*
 - Communications Committee completed:
 - Created a communications strategy
 - Created communications templates
 - Created a social media content form
 - Continuing to work on:
 - Update and refresh of the 2022 marketing campaign including making it more customizable
 - Branding all DSWI assets (Newsletters, socials forms and templates)
 - Expected completion is by April 9th, 2024
- Talent Acquisition and Workforce Development (TAWD)

- Cultivating Community Wellness (CCW)
 - Monthly COP webinars hosted via the RealXchange
 - Monthly newsletter
 - Mental health first aid – via Lambton County Developmental Services
 - Greif and Loss series via Safeguards
 - Mental health leadership certificate via Queens & Telus Health
 - Developing a Recruitment and Retention Toolkit based on recommendations from the Recruitment and Retention report released in June 2023.
 - Completed the RFP process and have engaged Barnes Management Group to aid in this project
 - create strategies and tools to meet the needs of different geographic areas
 - will be customized for different size agencies and HR departments, which vary considerably.
 - It will provide tools, templates and resources for families who hire staff for a family member who has intellectual disabilities,
 - will be increasingly important with the expansion of the individualized funding model.
 - Skills Development & Training (SDT)
 - Operational Leaders Training (OLT)
 - Feasibility study underway with Ontario Tech University to offer this course via MicroCredentials
 - Online course starting March 7th to May 30th. – received overwhelming response for this. Looking at doing an in-person in June and another online in September. Trying to identify additional trainers to offer more opportunities.
 - Core Competencies
 - Continuing to hold monthly cafes
 - A package of templates for agencies has been completed and is available through the RealXchange. April Café will introduce these.
 - Research and Data Indicators (RDI)
 - Updated “State of DS Workforce”
 - Directly hired workers and agency-based staff
 - Analysis of talent pipelines from college sector
 - Current students and recent graduates
 - HR practices and data-informed toolkit
 - Managers of directly hired staff and agency-base HR managers
 - Local labour market analyses and resources
 - Collaboration with local workforce development agencies
 - Emerging Skills and competencies for a Transformed DS Sector
 - (What does J2B mean for the future of the DS workforce?)
 - Will be sending out a communication today to the Provincial Network, asking if you could please share this with your networks – we are reaching out for trainers across the province to do a “train the trainer” model for the Operational Leaders Training
- b) Sector Pressures and Strategy working group – *Bob Walsh/Chris Beesley*
- i. *#5ToSurvive Campaign – Jo-Anne Demick/Chris Beesley*
 - Ultimate update for 5 to survive will be on March 26 when we hear the Provincial Budget

- We had set a goal of 10,000 ecards and we are over 11,000 now
- We reached every MPP and every Cabinet Minister
- Had 74 meetings with PMMs and Cabinet Ministers
- 44 media opportunities between November 2023 and today both in English and French

Follow-up Discussion

- Discussed options of next steps of now base funding is received
 - go forward strategies around not only this issue of critical stabilization, but other issues that might come up in the future.
 - Discussed a messaging to go out once the budget was release and reviewed on the impacts to the DS sector.

9. Closing Comments and Adjournment

- a) **Adjourned at: 12:36pm**
- b) **Next PN 'Meeting' the 3rd Thursday of each month for 2023**
The next PN Meeting is schedule for: April 18th, 2024.