

**FIANL APPROVED**  
**Provincial Network Meeting Minutes**  
**August 15<sup>th</sup>, 2024**  
**10:00am – 1:00pm via Zoom**

**PN ATTENDEES**

Sherri Kroll (PEDG) <i>acting Chair</i> ;	Eugene Versteeg (Karis);
Ann Bilodeau (PNHR);	Jennifer Gleva (Karis)
Bob Walsh (OASIS);	Jo-Anne Demick (CLO);
Brian Swainson (SCDSN);	Kim Thorn (DSO);
Bryan Keshen (TDSA);	Lexi Deece-Cassidy (CNSC);
Carolynn Morrison (TDSA);	Michelle Del Carmen, (OADD)
Claudine Cousins (OASIS/CLO)	Sue Coke (Kerry's Place/OADD)
David Cohen (Faith, Culture & Inclusion);	Trish Sherwin (Admin Support/Recording Secretary)
Don Walker (Mary Centre/FCI);	

**PN REGRETS**

Alison McLean (Provincial CoP-EDI)	Janet Noel-Annable (Karis)
Ann-Marie Binetti (PNHR);	Jason Young (OADD)
Chris Beesley (CLO);	Michelle Brooks (PH)- <i>Chair</i>
Chris Brillinger (OPAN);	Shawn Pegg (CLO);

**MCCSS ATTENDEES**

Christine Kuepfer; <i>Director</i>	Lilit Mirzoyan,
Amy Olmstead, <i>Policy Director</i>	Nicole Norton,
Eden Cantkier, <i>Regional Director -West Region</i>	Chelsey,

---

**1. Welcome** – Sherri Kroll, Acting Chair in Michelle's absence welcomed all to the meeting at 10:03am. Lead introductions of the members in attendance and welcomed the 2 new members to the table: Lexi Deece-Cassidy, CNSC and Michelle Del Carmen, OADD.

a) Review and Confirmation of Agenda for August 15<sup>th</sup>, 2024

Amendments: added item 2f – PN info sharing day

The agenda for August 15<sup>th</sup>, 2024 was approved as amended.

b) Review and Confirmation Draft Minutes for June 20<sup>th</sup>, 2024

Amendments: moved the report under item 5l to 5b.

The minutes of the meeting for June 20<sup>th</sup>, 2024 were approved as amended.

Confirmed that Trish will post the approved minutes to the PN website and share with the PN Table members.

## 2. New Business

- a. Correspondence
  - none
  
- b. Emerging Issues/Questions – All Members
  - Starting to see communications and funding confirmations coming in from MCCSS around the Budget allocation- approx. 3%
    - Suggested that we ask MCCSS for an ETA on the funding allocated in the budget. Have heard rumours of the funding being available soon.
  - Communications have been received by some agencies around PFR funding.
  - Bob, OASIS: Minister Parsa is clearly on the road visiting agencies, we've heard him asking about:
    - Day programs – he's getting calls from parents and is hearing the varied perspectives from DS agencies, and employment Supports.
      - Organizations are telling him about:
        - Thanking him for the 3%, but saying it's not enough
        - Housing and supportive living, and
        - Respite Services
    - Some organizations are going beyond the "we need more money" statement to let him know what additional funding would do (help resolve ALC – but it also needs inter-department cooperation), meaningful day programming that prepares people for community integration (instead of for just being on a wait list), more integrative and inclusive communities (fuller lives and better outcomes for everyone). It's important to consider how our messaging helps equip the Minister when he's at the cabinet table.
    - There is a "FIPPA" request from "media" going through the system asking for submissions related to the proposed amendments of Reg. 156/18: General Matters Under the Authority of the Minister under the Child, Youth and Family Services Act, 2017 (CYFSA), Section 6 of the Child, Youth and Family Services Act, 2017 (CYFSA) for the time period of June 1, 2023 through to December 1, 2023. The internal team only found one or two of our documents, so we've supplied them with more to disclose.
  - Request that Bob Walsh share the document he recently shared with the Housing Ministry that provides information around the pressures in the sector and what the Ministries have been doing to support and how they are allocating their funding
  - Suggestion: set up an in-person meeting and invite the new ADM as a way of orienting her to the Provincial Network.
  
- c. Topics to discuss with MCCSS – All Members
  - Bob, OASIS: In reviewing my notes from past meetings (going back as far as January) many of our questions remain unanswered.
    - It would be good to hear what the immediate steps of Phase 2 for J2B will be, and
    - When will their next Reports of Plans and Progress be published/tables.
    - What can we as agencies/organizations be doing to help with the next phase of J2B implementation
  - Request an update on PFR funding

- Request confirmation on when the 3% funding allocated in the budget will be available.
  - MYSLP – will there be any new investments in this fiscal year and the growing number of community transfers and crisis cases requiring funding.
- d. Annual operational plan – per terms of reference.
- Deferred to September meeting.
- e. Review of all standing and Ad-Hoc/Working committees - per terms of reference
- Deferred to September meeting

For items d and e – Bob from Oasis has put together some information to consider when we look at evaluation of these items from last year and what we’re doing moving forward with PN. He will share this with the Table through Trish.

- f. PN hosted Info Sharing Day
- Continuation of work done last fall through co-chaired PN and MCCSS lead task group to review the processes and practices of Regional planning tables.
  - This will be a 2-day event
    - Day 1**
    - Will be virtual and held on Sept 4 10:30am-4pm. --Attendance will include MCCSS representatives, Regional planning co-chairs, local planning chairs, PN partners/presenters, People Minded Business-Paul and Janeen to help facilitate and present on the SPARC survey.
      - agenda will be finalized and shared by end of next week but will include:
        - ✓ MCCSS sharing new multi year planning directives,
        - ✓ Regional tables sharing their pressures priorities and initiatives,
        - ✓ ON Trac Sparc report back and areas for planning tables to consider,
        - ✓ presentations on Health engagement strategy,
        - ✓ Housing strategies,
        - ✓ Workforce Initiative updates,
        - ✓ DSO and Passport stats,
        - ✓ high level summary of PN partner priorities/initiatives/working groups (likely will create and circulate a template to serve as a one page takeaway for planning chairs to take back/share/reference/refer to.
      - This info will help us determine what existing work should be shared to start to align efforts and prevent duplication while at the same time provide planning tables with support/knowledge to guide their work locally and regionally.
    - Day 2**
    - is tentatively planned for October 4th at YSSN in Aurora
    - purpose will be to discuss strategic approaches and establish communication pathways etc.
      - Noted that October 4<sup>th</sup> is a Jewish holiday and requests the date be changed if possible.

### 3. Participant Updates

#### a) CLO – *Jo-Anne Demick*

- Busy finalizing details for CLO conference in September
- Working with Sherri Kroll on the Provincial Executive Directors Group Annual Meeting – will be on September 17<sup>th</sup> and then the conference is on the 18<sup>th</sup> and 19<sup>th</sup>. The CLO AGM will be held on the 17<sup>th</sup>.
- Thivjan Tharmaratnam, Executive Director of Inclusion NS, and Anna MacQuarrie, consultant on human rights, disability and inclusion will share their experiences from Nova Scotia and discuss the Human Rights Remedy
- Continuing work on #5toSurvive campaign and awareness of the financial campaign
  - Minister Parsa has been visiting many agencies and people are sharing their challenges due to lack of resources
  - Toolkit available for agencies to meet with their local MPPs
- Starting a new advocacy campaign around the waitlist for services – there are over 50,000 people on the wait list currently

#### b) CNSC – *Lexi Deece-Cassidy*

- CNSCO has been on hold for the summer months. Will be meeting again in September
- Sub-committee of management – will be having some changes in leadership

#### c) DSO – *Kim Thorn*

- Q1 showing a high number of people seeking services.
  - Majority are under the age of 24 but still many are 25+ years old
  - Community participation support day programming continues to be the highest service request
    - 800 new people added to the registry this FY
    - Highest number in the Central East region (Durham, York, Simcoe)
    - Number of placements are not meeting the demand
  - Total number of people served across the province is just under 35000 as of June 30<sup>th</sup>
- Working in collaboration with the Ministry to prepare for the change in the support intensity scale (SIS) assessment tool
  - There will be training provided to the assessors to launch the tool in Q4
  - Some changes to some specific domains
  - Ministry is developing a process for the people that have completed the SIS under the current assessment tool.

#### d) EDI-Community of Practice – *Alison McLean*

No report

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

- Continuing to plan a book study in the fall with a person with a disability and her faith journey. Should be out in September and will be inviting people who have an interest in joining the events for that.
- Monty Hardey at Bob Rumble – they are opening a multi-residence facility in Milton area for people they support –
  - They are looking at providing a pre-long term care service and convalescent care at this facility

- He is looking to connect with other organizations that may already be providing that type of support for people to discuss their learnings. Please reach out to him at: [mhardev@bobrumble.org](mailto:mhardev@bobrumble.org) if you can share any experiences with him.
- f) SCDSN – *Brian Swainson*  
No report
- g) Karis – *Janet Noel-Annable (Eugene Versteeg gave the report)*
- We've been invited by MCCSS to continue conversations on pilots we are running around individualized supports and individualized funding in advance of J2B
    - Will be meeting in October to share with them some of our learning that we've been doing from other jurisdictions
  - Internal changes at Karis:
    - Onboarding a new Executive Director in Toronto region in the coming months as Irene Moore will be retiring – more news to come on that
- h) OADD – *Sue Coke*
- Michelle Del Carmen will represent OADD going forward
  - Continuing to plan for the November conference
  - April Conference will be at the Ceasar's Palace in Windsor – larger venue
  - Looking at the DS Professional Association
    - Working with Robert Hickey through the research he is conducting through the DSWI RDI Committee
    - Asking questions from frontline workers if they are interested in a professional association and what they would like an association to do for them.
  - Editorial board chief editor is retiring – currently seeking new editors for the committee and a chief editor. – all volunteer roles currently
    - Looking at how to sustain the work of this board and the DS journal for future.
- i) OASIS – *Bob Walsh/Claudine Cousins*
- OBRC Conference will be on September 26<sup>th</sup> and 27<sup>th</sup> at the Toronto Airport 4 Points Hotel
    - We have approximately 120 spots
    - Focused more for the finance admin people of your organization
    - Planning committee looking at scalability of presentations and information to meet the needs of all sizes of agencies/organizations
  - Out of Home Care Table – had a presentation around Human Trafficking
    - Noted that there wasn't an acknowledgement of the overrepresentation of people with developmental disabilities that experience human trafficking and that their outcomes are worse as they are further taken advantage of and marginalized
    - Asked MCCSS if we can create an IDD impact assessment for them to use when looking at policy pieces.
    - Asked if the PN Table and members have an interest in helping to carry this forward or not
  - currently working on their strategic plan
    - DS Association
      - What does a provincial DS Association look like, what does it do?

- Working with our members and provincial partners like CLO on this topic
  - Acknowledging that if the PN HR group is working on this then how do we strengthen that work? How do we work with them?
- Interested in continuing the conversation around Pay Equity and coordinated bargaining
  - Looking to bring this to ONN and other groups at that bigger broader coalition to help move some of these initiatives along
  - Looking to other provincial partners in other health and social services sectors to join them with a DS perspective
- OASIS conference planning has started
  - Looking to do things differently this year with starting to get at that policy practice, research and people perspective
  - 2025 conference will be in Blue Mountain
- Bryan Keshen – what other data sets are you looking for currently? – homelessness for example.
  - Ministry of Housing’s report on disproportionate, positive impact of placement
  - Dr. Yona Lansky’s work on health disproportionate outcomes
  - Trying to stay within MCCSS’s purview as well as looking at the Health side

j) OPAN – *Chris Brillinger*

- The Passport agencies have received a new directive with a change in the process
  - When someone is approved to receive Passport funding an approval package with an approval date is sent to the person – there is a 30-day deadline to submitting the information required in the approval package. If this deadline is not met - then a new package has to be created with a new start date allocated to it and no receipts/expenses can be accepted before this new approval date assigned.
  - if you are experiencing any challenges with this new process, please be sure to let us know. MCCSS has committed to a review of this new process this fall.
  - I think the intention from ministry perspective was that this would create a little urgency for people to complete the package. However, I think the challenge is, if you you're trying to coordinate who the person managing funds is, and that's not who the package went to, it creates some inefficiencies potentially that I don't think were anticipated. This is where the feedback from all of you would be really critical

k) PEDCC – *Sherri Kroll*

- Sept 17 annual meeting of the Provincial Executive Directors group
  - Starting with the business section
  - Followed by all the working groups from the Inspired by our Grassroots Committee
  - Update on 5tosurvive campaign
  - MCCSS update and representation
  - ONTrac committee around project SPARC
  - Thivjan Tharmaratnam, and Anna MacQuarrie from the remedy in Nova Scotia to speak to the membership

- End with the Annual General Meeting and CLO Council representatives conducting a year in review
- Then transition to the CLO Conference

l) TDSA – *Bryan Keshan*

- Toronto association has been working on a couple initiatives:
  - housing initiative with the Toronto Association to end Homelessness as part of a city of Toronto broader initiative
    - working on pathways to access development that is happening in the Toronto area and to work in alignment with peers who are creating affordable housing
    - more information to follow
  - working on high school relations to target and reach out to high school students to do placements and experiences in DS hoping to build a relationship with the sector long term for future positions
    - started a pilot initiative and waiting to see how it progresses – will take many years to come to full value

#### 4. MCCSS Updates

Confirm MCCSS update and/or minutes includes the following items:

- New ADM
- New Deputy Minister –Daniele Zanotti starting in September.
- Capital investment – intake request with no timeline, considerations around timing, alignment with program outcomes and direction, redesign/leased or owned?
- Reaching out to agencies to learn from their experiences on what is and is not working with new programming/services aligning with independent funding model
- Interpreting assessment results – then planning and implementation
  - Looking for people to be on this Technical Table
  - Will be reaching out to people
  - Hoping to start this group this fall
- CLO conference – will provide a short update and a workshop
- Will also be attending the HR Forum in October
- Local and regional tables Workplan report package – shifting into a rolling 3-year planning outlook

#### Follow-up Discussions:

- Kim Thorn – the technical table to look at how to take the information obtained and translate that into to a plan and implementation
  - Some DSOs developed presentations on how to help agencies understand how to interpret the application package and create a service plan. May be beneficial to reach out to the DSOs for this information.
- Growing waitlist:
  - The community registry is continuing to grow and unfortunately, in our experience, when people sit on the wait list for a long period of time they often find themselves in crisis situations.
  - We are concerned with what that creates within the sector – responding to crisis instead of conducting appropriate planning
  - Q-What is the Ministry’s commitment moving forward in terms of multi-year investments and expanding services for people?

- A-MCCSS – is a commitment in J2B that we recognize that there’s language in different parts about shifting away from a crisis response to prevention.
  - We have a process where we flag opportunities for investment, and it is part of the budgeting allocation process.
  - Referring to the call for action document – the health piece that identified some opportunities for investment in preventative activities
  - MCCSS would be happy to hear from you if there are specific things that you as a sector would suggest.
- We have heard some rumours that the PFR funding may be rolling out early this year – can you clarify if there is going to be an early release of this funding?
  - MCCSS-We will need to go back to get clarification and then will report back to PN through Trish if we can get any information on this.
  - Local MPP has sent out a communication to agencies congratulating them on receiving PFR funding – includes the dollar amount but no details.

## 5. Standing Committees:

- a) **OnTrac – Sherri Kroll provided an update on behalf of Janet Noel-Annable**
  - Another 2-day session is planned for September 5<sup>th</sup> and 6<sup>th</sup> as an in-person event
- b) **HR Committee – Jennifer Gleeva/Ann Bilodeau**
  - i. **HR Network – Jennifer Gleeva**
    - focused on putting together the agenda and finalizing items for the HR Forum on October 29<sup>th</sup> and 30<sup>th</sup>
    - Already have over 200 registrations so far – will do more promotion in September after summer holidays.
    - Secured Jeff Adams as our Key Note speaker
    - There is still some space for some sessions – if you would like to submit a presentation proposal please reach out to Jennifer Gleeva and/or Ann-Marie Binetti
    - HR Networks have slowed down over the summer – expect it to pick up this fall
    - There is going to be a DSW program review, and we’ve been asked by MCU to participate at that table for the program review. The apprenticeship program will be done separately
    - In conversations currently trying to bring the presenters of the Kindness and Leadership as part of the global leadership exchange in Europe not long ago
  - ii. **Workforce Initiative Updates – Ann Bilodeau**
    - Budget – remaining funds from last year’s budget has been carried over to this year’s budget
      - \$55,000 for the workforce initiative and \$50,000 for mental health under cultivating community wellness – both amounts are going to extend into this year:
        - \$105,000 to develop the MicroCredentials modules for the OLT
        - And funding for a pilot program to kick off the emerging leaders training now that the modules have been completed.
      - We do have an ask for the ministry for 2 new initiatives
    - OLT – continuing with this initiative,
      - Offering a fall session
      - Conducted a train the trainer session



- Seeking funding partner to create MicroCredentials for the OLT
- Career Fairs with LevelUp across the province
  - Agency sign up sheet has been circulated
- R&R toolkit – is in draft form and should be ready within the next few weeks
- Dr. Hickey – Survey's by the RDI committee – 1 completed with the HR Managers, 3 others to be finalized and circulated
- Marketing – Newsletter and work with the website
  - Working with the marketing tool kit as well
- Looking to see if we can off the Queen's Mental Health training again this year.

iii. Nano/MicroCredentials updates – Michelle Brooks  
No report

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

- 2 upcoming presentations
  - One is provincial wide webinar where we are launching and sharing the conversation of the white paper into presentation tools that we are hoping people will pick up and use in their local communities to advocate and communicate the needs of our sector towards health access and healthcare integration with our services for anyone in the DS sector
    - Will outline the key areas of initiative, thought and action items
  - The second presentation is to Admins from both Health and our Ministry and a combined presentation in a smaller group to talk about what we are working on and how we could work together across ministries to create outcomes
  - Also working on some research data to make available to the sector and find a platform for that as well.
  - Final project is to figure out how to take all the COVID documents, materials, guidance and organize it in some way that can be used for a future pandemic.

**d. QAM- Sherri Kroll/Eugene**

- Recent compliance inspections and SOR reports have highlighted a concerning trend in the number of areas of non-compliance and/or health and safety concerns. Observations suggest that staff turnover, and/or the shift in focus to managing infection control during the pandemic, have caused a gap in knowledge and familiarity with the expectations related to MCCSS Compliance Quality Assurance Measures.
- ***Due to these observations and trending concerns, the QAM Reference Group in partnership with MCCSS, agreed that there was a need for sector information and learning engagements.***

The Objective

- **Need #1:** Increase knowledge of QAM and Compliance processes/expectations
- **Need #2:** Decrease areas of re-occurring trends in non-compliance and significant health and safety concerns
- **Need #3:** Design approaches and a framework that can help sustain quality and knowledge transfer

## The Solution

**Recommendation #1:** MCCSS- Coordinate and invite PN to Co-Host a webinar and forum for discussion/learning

**Recommendation #2:** QAM Reference Group to invite Real Xchange to present their Mentorship Platform at the next QAM Reference Group meeting

**Recommendation #3:** QAM Reference Group to co-design a best-practice “TIPS-Sheet” to help orientate new leaders and build capacity and capabilities in the **sector before communicating timelines and plans**

### Follow-up discussions

- 2 questions – who’s going to do the work and who’s going to be paying for it?
  - Will take this back to Michelle for an answer – from what I understand it will be the QAM reference group in partnership with MCCSS that will be doing a lot of the legwork. The Ministry is prepared to pull together the information for the presentations, and the QAM reference group will play a role in doing the coordination and getting the information out to the sector.
- Bob-not seeing the concerns that I’m hearing from people who are participating in QAM or being inspected - legal framework within QAM is inaccurate from a clinical perspective which is being informed from the Ministry by lawyers
  - Items in QAM that go against fire marshal or clinical judgement of a regulated health professional
  - Some items around the actual framework that is flawed – lawyer’s perspective vs clinical concern

A – quick answer is Yes – the QAM reference group is a table with the ministry that we can bring forward concerns that have been identified through the sector. For those that have concerns, please direct them to the QAM Reference Group and we can take those forward to identify with the Ministry.

The strategy that was presented today isn’t in response to those concerns. This is, should really address the non-recurring issues and the issues of safety that the Ministry is experiencing or hearing about in the sector.

- Kim-DSO highlighted some concerns with new/adopted compliance indicators. – if there are recurring noncompliance – then it’s an obligation of both parties to look at whether or not it is the standard or the agencies trying to meet the standard? There’s a default where we’re being asked to identify how we are going to respond when perhaps there’s, potentially a flaw in how the standard may be interpreted by the analyst who’s coming in – could be inconsistencies across the advisors – which prompts an equal obligation to look at those standards when there’s recurring concerns.
- Trish to share the QAM reference group contact – Sherri Kroll at [skroll@middlesexcl.on.ca](mailto:skroll@middlesexcl.on.ca)
- Eugene will be replacing Janet on the QAM reference group going forward.

## 6. Current Initiatives/Working Groups:

- a) PN coalition Sector Pressures and Strategy working group – *Chris Beesley/Claudine Cousins/Jonathan Bradshaw/Bob Walsh/Jo-Anne Demick*
  - ii. Update and #5ToSurvive Campaign – next steps

Addressed/discussed throughout the agenda items.

**7. Finance/Budget**

a) First Quarter Reports

- Ann reviewed the Q1 financial report-income statement

**Provincial Network**

**Income Statement**

	<b>Current Year 2024 - 2025</b>
<b>Revenue:</b>	
DS HR Forum Trade Show	\$ 1,500.00
MedPro Direct	\$ 1,500.00
CBST Deposit	\$ 5,000.00
EXCTY Deposit	\$ 1,500.00
Surge Learning	\$ 2,395.69
NFP Canada Corp.	\$ 1,500.00
	<hr/> \$ 13,395.69
<b>Expenses:</b>	
Project Management	\$ 3,118.20
Zoom	\$ 4,605.86
Facilitation	\$ 5,384.20
	<hr/> \$ 13,108.26
<b>Current Year Profit/Loss</b>	<hr/> <b>\$ 287.43</b> <hr/>
Previous Year's Closing Balance	\$ 101,898.24
<b>Cumulative Available Balance</b>	<hr/> <b>\$ 102,185.67</b> <hr/>

**8. Business Arising from Previous Meeting**

Nothing to bring forward.

**9. Closing Comments and Adjournment**

a) **Adjourned at: 12:09pm**

b) **Next PN 'Meeting' the 3<sup>rd</sup> Thursday of each month for 2023**

**The next PN Meeting is schedule for: Thursday September 19<sup>th</sup>, 2024, 10am – 1pm virtual via zoom**