

MINUTES OF THE DURHAM CAS COMMUNITY ADVISORY COUNCIL
16 October 2017

Attendance

Community:	Larry Johanson Leroy Clarke Sandra Forsythe (Co-Chair – participated via phone) Shaida Asseli (participated via phone & in person) Veralyn Alleyne
Board:	Michelle Davis Bryan Buttigieg Natalie Perryman
Staff:	Dawn Walcott Parris Wanda Secord (Co-Chair)
Regrets:	Akilah Haneef Raphael Francis
Administrative Support:	Terri Hedley (Minutes)

The meeting was called to order at 6:55 pm.

I. WELCOME & APPROVAL OF AGENDA

Natalie Perryman attended and was welcomed as the incoming board member representative (to be confirmed at the October DCAS Board of Directors meeting).

The agenda was approved with the following additions:

- AO Position Job Description
- Community/Agency Updates

MOTION by Leroy Clarke, seconded by Bryan Buttigieg, to approve the agenda dated October 16, 2017 with the above-noted additions.

CARRIED

II. APPROVAL OF PAST MINUTES

The minutes of September 25, 2017 were reviewed and the following revisions were noted:

- Page 4, first paragraph, line 1 – remove “mostly pertaining to AO”
- Page 2, fifth paragraph, line 3 – remove “what” from “asking what the Council”

MOTION by Veralyn Alleyne, seconded by Michelle Davis, to approve the minutes dated September 25, 2017 with the above-noted revisions.

CARRIED

III. DECLARATION OF CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

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IV. ACTION REGISTRY

#12 Completed

#13 Completed

IV. WORKPLAN DEVELOPMENT

Prior to the work plan development conversation, community members brought forward several discussion points:

Mission, Vision & Values

- Suggest need to develop the Mission, Vision & Values prior to developing the work plan
- Suggested Vision wording "As an outcome of the work being done by the Community Advisory Council, the black community will..."
- Community members were reminded that work plan development was added to the September agenda at their request during the June 2017 CAC meeting

Purpose of the Council

- Council members sought to reconfirm that there was consensus on the purpose of the council
- Community members were reminded that the purpose of the Council is laid out in the letter they wrote to the Society requesting this Council, as well as in the Terms of Reference which were written in collaboration with them
- Purpose per the Terms of Reference which states "*The purpose of the Council is to provide a collaborative and transparent forum to raise and discuss systemic issues relating to child welfare in Durham Region's black and/or oppressed communities, and to make suggestions and recommendations to the attention of the Society.*"
- The Council has a broader perspective re: "Durham Region's black *and/or oppressed communities*"

Trust & Working Together as a Team

- Feel trust is still an issue
- Feel more collaboration is required in the development of the agenda (note: co-chairs collaborate to set the agenda; council members are able to suggest agenda items to them in advance of the meeting)
- Disappointed by the lack of support by community agencies who were invited to support and attend the Youth Action Voice event held on Sunday October 15/17
- Community members express that communication remains an issue
- How are we going to work together around the table to function as a team to obtain the objectives of the CAC?

Quorum was lost at 7:37pm

The Council brainstormed ideas for the work plan and discussed what can be achieved and presented at the May 2018 Building Bridges Event. Community members had forwarded the following items for consideration. Discussion points:

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Community Agencies Services Document

- Information gathering for the document was started 2 years ago by a Masters student but not completed
- 2 pieces to this work – collecting the information and applying DCAS criteria in order to vet the community agencies/service providers
- There is a role for CAC to collaborate on this piece of work
- This can be a useful tool throughout Durham Region and can be presented to the community in May if completed

Trite Reporting

- Community members defined trite reporting as those reports received by CAS which are without merit and do not need to be investigated
- Concerned that now the person investigated has a file/record with the Society
- Reports based on maliciousness or misunderstandings
- Also suggest looking at intake processes
- It was noted that trite reporting is an issue with the person doing the reporting and that the Society has certain obligations set in law, legislation and regulations to respond in variable ways based on the nature of the report
- Suggested that perhaps this is a community education and/or ambassador piece
- How can CAC enhance the education awareness and get it to those who require it?

Complaints process

- Suggested communicating the *Complaint Resolution Process* document at the May 2018 Building Bridges event
- Useful to review existing complaints policy to determine where it might be improved or strengthened, and how to make it reader friendly to the community
- This also ties in with the Trite Reporting issue

Under AOP Framework & Dr. Karamanchery's Recommendations

- It is hoped to have the AO position filled and started in early 2018
- Suggest looking at the recommendations in this report to support the staff in the AO role

Anti-Black Racism Strategy

- Community members noted that there is an indigenous team and asked what is being done in the same regard for the black community
- Suggest CAC look at the concept as a work plan item

Prioritizing:

CAC must determine which items to select in order to achieve the best impact and result for the people we represent. CAC to be mindful of the Council's capacity to deliver this within existing timeframe and resources. Members in attendance each put 3 checkmarks beside their selected work plan items. Roll up of this information will be reviewed at the November 30, 2017 meeting.

V. AGENCY/COMMUNITY UPDATES

Deferred to the next meeting.

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VI. MAY 2018 BUILDING BRIDGES EVENT DATE – POLL RESULTS

Through a poll, it was determined that Thursday May 31, 2018 was the most popular night the for 2018 Building Bridges event. May 3 & 10 tied for second most popular evening, and May 17 garnered the fewest votes.

VII. OTHER

i) AOP Job Posting

Community members expressed concern that the mandate of the AO position is overwhelming and requires the designation of Director and a team to support it. They are concerned whether the position expectations are realistic and whether the successful applicant can realistically deliver this. They expressed the role of CAC is to make any recommendations based on the needs of the community despite CAS limitations otherwise change will not occur.

Response:

- This position was developed in consultation with CAC, staff and by reviewing similar job descriptions from other agencies
- Thought we had moved on from this but it continues to come up
- To what extent is CAC truly aware of the work, finances and pressures of the agency?
- Shifts to judgment are being made, CAC expectations may not all be achievable
- Idealistic recommendations may not be practical and things are not always within the Society's control (e.g. budget and legislation is set by Queen's Park)
- Suggest prioritizing what is possible and CAC must understand that DCAS is a mandated agency

ii) Suggested November Agenda Items

The following was suggested as November agenda items:

- Soul Journey Presentation (first on the agenda)
- Work Plan Check Mark Results
- CAC Team Building/Working Agreements

VIII. ADJOURNMENT

**MOTION by Verlyn Alleyne, seconded by Michelle Davis, to adjourn the meeting.
CARRIED**

Meeting adjourned at 8:46pm.

**DURHAM CAS COMMUNITY ADVISORY COUNCIL
ACTION REGISTRY**

Period: November 2016 – December 2017

Number	Item	Date of Meeting	Who	Target Date	Completed
1.	Add "AOPIL Direct Report" to the next meeting agenda of the Community Advisory Council	November 29, 2016	Sandra Forsythe Wanda Secord	January 19, 2017	January 19, 2017
2.	Send another poll to the Council to determine meeting dates for February to May 2017 Community Advisory Council Meetings.	January 19, 2017	Terri Hedley	January 23, 2017	January 23, 2017
3.	Dr. Leeno Karumanchery's full Organizational Needs Report to be provided to the Council	January 19, 2017	Wanda Secord	March 13, 2017	March 6, 2017
4.	Decision regarding the AOPIL reporting relationship	January 19, 2017	Wanda Secord	March 13, 2017	September 25, 2017
5.	CAC community members to bring a draft 2 page summary Community Strategic Tracking Document to the April 10, 2017 CAC meeting for final collaboration	March 13, 2017	CAC Community Leaders	April 10, 2017	May 5, 2017
6	Doodle poll to be sent to CAC to determine the preferred May Town Hall date	March 13, 2017	Terri Hedley	March 15, 2017	March 15, 2017
7	Draft flyer to be created by DCAS and reviewed at the April 10, 2017 CAC meeting	March 13, 2017	CAC DCAS members	April 10, 2017	April 10, 2017
8	Send a doodle poll to determine September, October and November 2017 meeting dates		Terri Hedley	July 2017	July 2017
9	Send a doodle poll to determine the preferred night/week and week of the month to schedule January to June 2018 CAC meetings		Terri Hedley	July 2017	July 2017
10	List of Community Organizations – Review by Staff	June 22, 2017	Wanda Secord	Sept 25, 2017	

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Number	Item	Date of Meeting	Who	Target Date	Completed
11	Building Bridges event – follow up re: questions from the Q&A session	Event May 15, 2017	Wanda Secord		
12	Send a poll of proposed Building Bridges dates	September 25, 2017	Terri Hedley	October 16, 2017	Completed
13	Send January to June 2018 meeting invitations	September 25, 2017	Terri Hedley	October 16, 2017	Completed