

**MINUTES OF THE DURHAM CAS COMMUNITY ADVISORY COUNCIL**  
**April 10, 2017**

---

---

**Attendance:**

<b>Community:</b>	Akilah Haneef Leroy Clarke Sandra Forsythe (Chair) Shaida Asseli (participated via phone) Veralyn Alleyne
<b>Board:</b>	Michelle Davis Naveen Balakrishnan
<b>Staff:</b>	Dawn Walcott-Parris Wanda Secord (Co-Chair)
<b>Regrets:</b>	Bryan Buttigieg Raphael Francis Tahmena Bokhari Larry Johanson
<b>Administrative Support:</b>	Cheryl Morris (Minutes)

The meeting was called to order at 6:43 pm.

**I. APPROVAL OF AGENDA**

The Agenda was approved as distributed.

**MOTION by Michelle Davis, seconded by Naveen Balakrishnan to approve the Agenda dated April 10, 2017. Carried.**

**II. APPROVAL OF PAST MINUTES**

The following revisions to the past minutes were noted:

- The date of the past minutes should be March 13, 2017
- On page 2, under AOPIL Reporting Relationship Update, 4<sup>th</sup> sentence, delete *'the'* from the sentence to read *"Key contact people are Dawn Walcott-Parris, Melissa Beckett-Batchellor and Wanda Secord"*.

**MOTION by Veralyn Alleyne, seconded by Naveen Balakrishnan, to approve the minutes dated March 13, 2017 with the above-noted changes. CARRIED**

**III. DECLARATION OF CONFLICTS OF INTEREST**

There were no declarations of conflict of interest.

#### **IV. COMMUNITY/ AGENCY UPDATES**

##### Concerns Regarding Abuse (School Board)

Sandra Forsythe advised that she has received numerous emails outlining allegations of abuse from teacher to child and sought clarification on the process involved when CAS investigates these cases.

Staff provided the following overview:

The Society follows the community caregiver investigations standards, which requires if the concern is thought to meet the threshold for investigations (elements to determine whether or not), the Society has to respond within a certain time frame. Depending on the severity of the allegation, there might be a request for the teacher not to have contact with the child. The child is interviewed, and other interviews, if needed.

There are times when the decision of an investigation is deemed 'Inconclusive'. This occurs when we are unable to verify that the incident happened as described.

Durham Children's Aid Society has been very successful in problem solving. Families always have options regarding internal complaint procedures. Through the vehicle of the Child and Family Service Review Board (CFSRB), (separate from CAS), families may apply to be heard. Additionally, there is an internal complaint procedure of a panel that includes one Board member and a senior staff.

It was suggested that this information/process be put on the Building Bridges website (FAQ).

##### 2017 Spring Board Retreat

The 2017 Spring Board Retreat was a successful event. The Board was interested in feedback from the Community Advisory Council. This was an interesting opportunity for the Board to receive feedback on the work being done by the Community Advisory Council and the what the hope for the future is. Having the representation from Board, Community and Agency worked really well. Noted, was the agreement between the position of the agency; what is being done, as well as what needs to be done. This fits with the governance of the agency. The Board is interested in supporting the emerging issues and the panel allowed for this. Thanks to all involved.

##### African Canadian Legal Clinic (ALCL) Update

ALCL is still waiting to receive funding from the Ministry in order to proceed. Akilah will update when new information is forthcoming.

#### **V. REVISIT DR. LEENO KARUMANCHERY'S DURHAM CAS ORGANIZATIONAL NEEDS ASSESSMENT & WORK ACCOMPLISHED TO DATE (CONDENSED AO ROADMAP)**

This item was discussed at the previous meeting (March 13, 2017). It was brought back to today's meeting to see if there were any further questions from Dr. Leeno Karumanchery's

report. Concerns were raised with respect to the AOPIL and her absence/medical leave. Staff advised that we can only speak to the position and structure, not to the person in the position. There are currently no definitive answers available regarding the leader's expected date of return. Community members inquired on how her absence is impacting the AO work. The community would like to see how the AO work has progressed in the absence of the leader.

Question & Answer Session:

- DCAS has made a financial commitment to the AOPIL position
- There are several Committees that support the AO Lead. These Committees were represented at the Building Bridges event last year
- It is an expectation that all staff demonstrate the AO work
- In the absence of the AOPIL, the Society has taken on her responsibilities. DCAS is currently five years into this work.
- The Society's goal is AO integration which is being cascaded into the organization. In the absence of the leader, the Society is striving within its capacity to fill the gap and the six AO committees have agreed to provide their expertise. AO conversations as well as meetings are built into the Society's schedules, when the Leader is both present and absent.
- The AO Leader is fully supported by her direct supervisor, as well as the Leadership team of the organization who works directly with her. She is also part of an AO roundtable which is also supportive.

## VI. COMMUNITY STRATEGIC TRACKING DOCUMENT FROM COMMUNITY COUNCIL MEMBERS

CAC community members agreed that the questions contained in the *Community Strategic Tracking Document* need further review and will continue to work on it and bring it back for final collaboration. The information contained in this document will be used to report back to the community at the Building Bridges event in May 2017.

**ACTION: CAC community members to further review the draft 2-page summary Community Strategic Tracking Document and bring it back to the May 3, 2017 CAC meeting for final collaboration.**

## VII. ANNUAL BUILDING BRIDGES COMMUNITY MEETING PLANNING

CAC had previous discussion on the planning of the Building Bridges Community meeting (which has been captured in the March 13, 2017 meeting minutes).

A decision was made to post pone the May 3, 2017 community meeting and use that time to do further planning for the Building Bridges event.

It was suggested that we move the community meeting to May 15, 2017 or possibly other dates.

Suggested Event Agenda Items to include:

- How to access CAS
- How questions are answered on the Building Bridges website
- The AO work – where we were and where we are now. Progress made in the absence of the AOPIL
- Emerging themes (to be discussed at the next meeting - May 3, 2017).

**ACTION: Doodle poll to be sent to CAC to determine dates to have the community meeting.**

**ACTION: Securing a space at a school library as a location for the Building Bridges event to be held.**

#### **VIII. ADJOURNMENT**

**MOTION by Dawn Walcott-Parris, seconded by Akilah Haneef, to adjourn the meeting at 8:47pm. CARRIED.**