

# Minutes of the Community Advisory Council Meeting

Monday, April 12th, 2021 \* 6:30 pm-8:30pm

## Virtual MS TEAMS Meeting

**PRESENT:** Community Members: Leroy Clarke, Raphael Francis, Renee Whittaker, Blessing Morka, Karen Chen, Sandra Forsythe, Veralyn Alleyne (co-Chair)  
 Board Members: Aisha Delpeache  
 Staff Members: Steve Woodman (co-chair), Amanda Colacicco, Cheryl Green (recorder), Karen Saunders (guest), Trecia Facey (guest), Colleen Hua (guest), Lisa McIntosh (guest), Janet teBoekhorst (shadow recorder), Lesley-Ann Foulds (guest)

Item	Item Discussion	Action / Decisions	Responsibility
1.	<b>Welcome: Land Acknowledgement &amp; CAC Statement</b> The meeting commenced at 6:34pm. Quorum was not met. The Land Acknowledgement was read by Amanda Colacicco. The CAC Statement was read by Sandra Forsyth.		
2.	<b>Approval of Agenda</b> Steve suggested to move agenda item #6 further ahead in the agenda to accommodate guests. Attendees agreed to this change on the agenda.	Quorum was not met.	
3.	<b>Declaration of Conflict of Interest</b> There were no declarations of conflict of interest.		
4.	<b>Approval of Minutes</b> Due to quorum not being met, the approval of the March 2021 minutes will be deferred to the May 2021 meeting.	Quorum was not met.	
5.	<b>OVOV: Implementation/Work Plan Update</b>  April 2021 _ CAC Briefing Note.pdf Please see the attached briefing note for more information. Amanda introduced Karen Saunders, OVOV Project Lead, and Trecia Facey, Supervisor of Services to Black Families Team. Karen and Trecia will be working together closely, developing the Black Families		

	<p>Services team and continuing Amanda’s work with the OVOV practices. Other updates include:</p> <ul style="list-style-type: none"> <li>• Training trajectory – ABR training is not complete, however, modules are continuing.</li> <li>• The Trite Reporting Policy was rolled out to the full management group. Training sessions will be conducted to each service dept. Training will be provided by Amanda, Pamela Williams and Nicole D’Ornellas (Intake and IRT Supervisors).</li> <li>• Upcoming focus areas - Trecia will work on consultation on development of her new team.</li> <li>• Data strategy – Develop a more concrete plan to report more regularly to leadership, CAC, Board.</li> <li>• Youth advisory council – New recruitment strategy; looking at purposeful inclusion of diversity and lived experience.</li> <li>• Develop a tracking mechanism for trite reporting.</li> <li>• The 2019 resources list has been shared with all staff; it can also be found on the DCAS website. This list does need to be updated; Karen will be working on this in collaboration with the CAC. Is there a way to monitor utility of the resource list?</li> </ul>	<p>Resources List: - to be updated - identify way to monitor utility of the list.</p>	
<p>6.</p>	<p><b>Child Welfare Redesign Pilot: Discussion</b></p> <p>A round table discussion and introduction was made of all attendees (community members, staff members and external guests). As discussed in February’s meeting, DCAS, along with community partners, is putting together a pilot project application to the Ministry for funding through child welfare redesign, with a focus on Black and Indigenous communities in Durham Region. Durham Region has been a very willing partner and collaborator to move forward the project. Attendees shared observations on the previously held meeting with the piloted communities: positive and hopeful thoughts; community driven project; feedback and input should be frontline families/community members; and pleased there was Ministry and DBCFS representatives in attendance. Further highlights of the discussion included:</p> <ul style="list-style-type: none"> <li>• Project to focus on outcome but also the process on how to engage Black and Indigenous communities in a way that can be replicated in other areas of the province. The project will be looking at true input and direction from the members that it most affects, to help inform the development of a prototype proposal.</li> <li>• Ministry commitment is to also help fund the development of the application.</li> <li>• DCAS is soliciting feedback from community members on who should be sitting at the table for the implementation group for the pilot design (from the community) and who will facilitate/lead that process.</li> </ul>		

<ul style="list-style-type: none"><li>• Community will be involved in every stage of this process; if secured funding to be provided to community-based organizations (not mainstream) for child welfare redesign/prevention based work to assist families and children (\$500,000 a year for 3 years is what can be asked for in proposal).</li><li>• The overarching goal is to eliminate the need for child welfare involvement or reduce the need for child welfare involvement (focus on community health prevention).</li><li>• Design process discussed is called Co-Production; this type of service is best designed <i>with</i> the people who will be directly impacted by the final project (not something designed <i>for</i> them). The process includes bringing people together to form a team, gathering information, and designing a solution. The key type of people coming to the table should be: people with lived experience; people who deliver the service; someone to lead the process; and someone who has the power to enable and endorse the program to become a reality. The main stages of the process are: deciding problems; gathering information; working with community; coming up with solutions; and creating a prototype.</li><li>• There will be stipends to community members that will be a part of the process.</li><li>• The process has not started; there are no preconceived notions on what this looks like in the end. The Co-Production design starts with this conversation.</li><li>• Whoever is facilitating must have lived experience and have skills to lead workshops/etc.</li><li>• Community members suggested the following organization leaders/community members that should be part of the process: Durham Community Action Group (Sandra), Margaret Parsons, and Veralyn.</li><li>• At this time, there is no defined time commitment for those involved in the project.</li><li>• Who determines the number of people sitting around the table to design the project? Not too big or too small; the ideal number would be approximately 8-12 total people for the core work group, however, that number can change depending on community engagement. This group would include both community and service/professional representation. Not everyone needs to be on the pilot committee; there will be other ways to consult and become involved.</li><li>• Are we conducting one or two consultation process (Black and Indigenous)? If yes, would require a larger group. Members suggested to do separate consultations, then review the outcomes of both to find collaboration approaches.</li><li>• The individual facilitating the work group will also create and put together the written proposal/report. The facilitation of the community engagement would be outlined in the proposal, describing the entire process and how the solution was decided.</li></ul>		
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	<ul style="list-style-type: none"> <li>• There is no actual grant application to follow; information from the Ministry regarding the project was very open.</li> <li>• There are two stages of the project:             <ul style="list-style-type: none"> <li>➢ Stage One – Application to the Ministry (current phase being discussed)</li> <li>➢ Stage Two - Implementation of the pilot if application is accepted/approved.</li> </ul> </li> <li>• There will be a payment for the facilitator (seed funding). Is it possible to receive a short explanation on expectations around the facilitator’s responsibilities to share with potential candidates?</li> <li>• The pilot project is for three years with possible expansion from the Ministry afterwards. Management of the project could be included in the application.</li> <li>• How will the ministry determine if the project will be successful in the eyes of both the government <i>and</i> the community?</li> <li>• Is it a three-year commitment to the funding? Yes, however, unsure if government changes if that would continue. What assurance do we have that the funding will continue beyond year 1? Is there a Ministry budget line/amount set aside for the projects? Yes, there is funding set aside but unsure of dollar amount. Funding will continue throughout the 3 years.</li> <li>• There are other regions/communities that will be applying for the funding as well, however, their proposals could be different depending on which child welfare redesign pillar is the focus. DCAS is focusing on overrepresentation.</li> <li>• Ministry feedback received around Durham Region’s idea is positive.</li> <li>• Community members noted their hesitancy about the project; there have been past experiences with funding/grants being ‘taken back’ from proposed projects. Community members need clearer direction on what is expected of them and what is expected of the facilitator.</li> <li>• DCAS staff to send more detailed information regarding facilitator expectations/responsibilities and project outline.</li> <li>• Thank you to the Region of Durham staff and Colleen Hua for joining the meeting.</li> </ul>		
7.	<p><b>Building Bridges Strategic Planning Discussion – Event Planning</b></p> <p>Amanda reviewed the proposed agenda for the April 29<sup>th</sup> Building Bridges event. The event is two hours long and council members agreed to use majority of time towards community engagement/strategic planning discussions. A final decision will be made for the consultant/facilitator this Thursday. Suggested to share OVOV resources/snippets to community attendees to provide context for the discussion. Community members asked to think about a Libation and individual to lead this introduction; connect with Amanda with ideas.</p>		

	<p>Council members to look at draft promotional poster for the event and provide feedback to Amanda. Once promotions have started, council members will be notified and be able to share with their networks. Gift cards could be mailed for people who provide their address or for pick up if required. The platform that will be used is the OACAS Zoom Account. Unsure if networking time is required; suggested to open the meeting earlier for networking to not use community engagement time. CAC must be intentional about plans and share the reasons for the BB events and the OVOV practices. DCAS to be transparent on intentions; community members to be aware that DCAS can be an ally in taking care of children. Creating context at this meeting to be able to share information and data at the next event in the Fall. DCAS to come with focused questions to solicit feedback from the community for the strategic plan. Once strategic planning consultant is in place, the role of that person can be more defined. Can we provide the community with focused questions for preparation for the overarching themes of the discussion? Yes, through Eventbrite and registration. Amanda will continue to update the group with further updates and information.</p>		
<p>8.</p>	<p><b>Community &amp; Agency Updates</b></p> <ul style="list-style-type: none"> <li>• Starting this year, DCAS will be introducing a stipend to CAC community members as a way of saying thank you and showing appreciation of the work and support put into the council (\$2000 for the 2021 year, and \$1000 on an ongoing basis moving forward).</li> <li>• Several new senior staff hires at DCAS over the last week: <ul style="list-style-type: none"> <li>➤ <b>Jai Sahak</b> joins us as the Director of Anti-Oppressive Practice, Diversity, Equity and Inclusion on April 26<sup>th</sup> from the Centre of Addiction and Mental Health (CAMH) in Toronto where he was the Senior Diversity and Equity Consultant. He has several years of experience leading inclusion, equity and community strengthening initiatives, as well as hiring, recruitment, retention and workplace investigations. Jai was also an adjunct professor at Seneca College and Durham College.</li> <li>➤ <b>Odelia Francis</b> joins on May 3<sup>rd</sup> as the newest Service Director, having worked in child welfare for close to 25 years. Odelia has worked at the Children’s Aid Society of Toronto in various capacities, from a Child and Youth Worker and Family Service Worker to various supervisory roles, most recently as the Anti-Black Racism Practice Integration Lead with the Equity Department.</li> </ul> </li> </ul>		
<p>9.</p>	<p><b>Adjournment</b> Meeting was finished at 9:00pm.</p>	<p>Quorum was not met.</p>	