

## Community Safety and Wellbeing Meeting Minutes

**Date:** January 26<sup>th</sup>, 2022  
**Time:** 2:00pm- 3:30pm  
**Location:** Microsoft Teams  
**Attendees:** Councillor Bill Cane (Northumberland County Council), Bobbie Dawson (Northumberland United Way), Regan Turner (Community Living), Sean Dooley (Workforce Development Board), Adrienne Bell-Smith (Northumberland Family Health Team), Chief Paul Vandegraaf (Cobourg Police Service), Chief Dan Smith (Port Hope Fire), Carol Beauchamp (Rebound Child and Youth Services), Chief Susan Brown (Northumberland EMS), Taryn Rennicks (Community Health Centres of Northumberland).  
**Regrets:** Suzanne Anquetil (Highland Shores CAS), Himanshu Shah (Canopy Support Services), Pam Stuckless (HKPR Health unit),  
**Chair:** Lisa Horne (Northumberland County Community and Social Services)  
**Staff:** Lisa Martin, Madison Stange, Alanna Wierenga

### 1. Welcome

### 2. Approval of Agendas and Minutes

- a. Agenda and minutes approved.

### 3. Action items of previous minutes

- a. **Terms Of Reference Working document to be reviewed**

- TOR approved.

- b. **Hub Model to be added to Jan 26 agenda**

- Added to agenda under 6.a

- c. **Annual labor market 2021 key indicator report to be added to SharePoint**

- Added to SharePoint for review

- d. **2022 collaborative invite series to be sent**

- Meeting invites sent via MS Teams; invites can also be found on the CSWB SharePoint.

### 4. SharePoint Overview

- Overview provided by Lisa M. into the usage of SharePoint including accessing minutes, agendas, and reference documents. Tutorial given on providing feedback on documents and how to leave comments and upload documents.

## 5. Workplan Update

- Workplan overview provided by Alanna W. highlighting some key points from the briefing note attached to the agenda package for today's meeting.
- Some of the key implementation tasks completed to date include assessing and updating IT file management systems including SharePoint, the NCCSS Website, and internal IT system navigation, developing and implementing the CSWB Inventory reporting tool and several community update sessions including presentations to key action groups and organizations
- Key tasks coming up in quarter 1 of this year include hosting the first data group meeting, quantifying the returned reporting inventories, and moving forward with implementing agreements and formal reporting workbooks, looking at communications approaches, connecting with organizations to look at organization-based roles to expand CSWB initiatives, and laying to group work to have the CSWB network set up for quarter 2.

## 6. Any other Business

### a. Community Hubs

- Chief Vandegraaf provided an overview of the Living Space website based out of Timmins, ON. as an example as a hub model used to support vulnerable populations to access services. It was noted this type of project could be an opportunity to look at an aspiration for the table.
- The Living Space (a registered charity) is a 24/7 hub available to individuals in Timmins. The charity receives federal funding and funding through corporate donors. The community hub is staffed by various agencies in the community working together.  
**ACTION:** Request will be made to the Homelessness Leadership Table to consider a review of different HUB models as part of their long-term work plan.

### b. Situation Table Research Proposal

- Trent University is conducting a research project focused on evaluating the efficacy of situation tables within the HKPR Region. The research will look at the four-filter process and how the table functions within the community context. This data will be used to inform future considerations of local situation table methods.
- In addition to the Situation Table research project, our local Human Service Justice Coordinating Committee is supporting another project through Trent University looking at transitional housing

strategies for individuals post incarceration. The information collected will be used to assess the effectiveness and challenges within the current system and provide improvement strategies.

- As further information becomes available, the CSWB collaborative can look at the insights identified through the research.

**ACTION:** Lisa M. to share research proposal information on the SharePoint.

### c. Communications Plan Update

- A meeting occurred between staff and the County's Communications team to look at ways to ensure the community has access to updates on the CSWB plan implementation. Lisa M will be working on developing a visual mapping tool to identify CSWB progress. The CSWB landing page will also be updated to reflect the measures identified within the plan.
- Lisa M. provided some examples of other community's approach to sharing information on their CSWB plan. This included Durham Region's CSWB dashboard providing real time data updates to the information being collected under the plan using Microsoft Power BI and Barrie's CSWB landing page that breaks down actions and links them back to the actions being worked on.
- Discussion occurred around having the data group work on a dashboard-type reporting plan. The county will update the CSWB landing page to include priority areas and link to the plan.

**ACTION:** Lisa H to investigate feasibility of using Microsoft Power BI.

**ACTION:** Lisa M. to share the developed visual mapping tool at the next CSWB Collaborative meeting.

## 7. Roundtable Updates

### a. Cobourg Police Service

- CPS has submitted a grant proposal to further expand their Homeless Addiction Resource Project (HARP). The proposal was completed with a provincial grant writer seeking \$500,000 to further increase support available by officers in the downtown core of Cobourg.

### b. Rebound Child and Family Services

- Rebound has submitted an Ontario Trillium Foundation grant proposal to support a family check up program. This would provide intensive home-based support for families experiencing complexities related to family life.

- Cookie fundraiser is underway, check out the Rebound website for further details and to place an order.

**c. Community Health Centres of Northumberland**

- CHCN was successful in receiving funding to support their food security programming. This will enhance food supports for individuals and local agencies including Transition House.
- An OTF grant has been submitted seeking funding for a digital equity program to enable the lending of iPads to prevent social isolation and increase access to service.

**d. Northumberland County Community and Social Services**

- NCHC is working to implement the social housing master plan alongside the county.
- A presentation on the Homelessness Individual and Family information System, Built for Zero- Canada, and reports on the Homelessness System Planning and Supportive Housing Project were submitted to County Council.  
**ACTION:** Lisa M. to share the reports and presentations on SharePoint for review.
- Elgin Park redevelopment is underway.
- Ontario Works continues to move forward with the Provincial plan for recovery and renewal focusing on life stabilization to support clients accessing service.

## 8. Upcoming Meetings

**a. Next meeting**

- Mar 30<sup>th</sup>, 2022, 10am-11:30am
- May 25<sup>th</sup>, 2022, 10am- 11:30am
- July 27<sup>th</sup>, 2022, 10am- 11:30am
- Sept 28<sup>th</sup>, 2022, 10am-11:30am
- Nov 30<sup>th</sup>, 2022, 10am-11:30am