

## Community Safety and Well-Being

### Meeting Minutes

**Date:** 8<sup>th</sup> December, 2020

**Time:** 1:00-2:30pm

**Location:** Microsoft Teams

**Attendees:** Lisa Horne (NCC), Suzanne Anquetil (CAS), Carol Beauchamp (Rebound), Bobbie Dawson (United Way), Taryn Rennicks (CHCN), Susan Brown (EMS), Major Broome (Salvation Army), Pam Stuckless (Public Health), Chief Vandegraaf (CPS), Adrienne Bell-Smith (FHT),

**Regrets:** Cllr Cane (Safer Communities), Acting Chief Smith (Fire Services)

**Chair:** Lisa Horne

Staff: Sarah Tanner, Amy Peverley

**Guest:** N/A

---

1) Welcome

2) Review and updates

a. Strategy and Network inventories (Bobbie)

i. The United Way has hired consultants to complete the strategy and network inventories. Work is underway and a status update is expected the 2<sup>nd</sup> week of December. A presentation on the inventories will take place at the January meeting.

b. Service provider input – questionnaire

i. At the beginning of January, a questionnaire via SurveyMonkey will be circulated to service providers. The survey will be open for a 3-week period to allow for the data to be reviewed and analyzed in a timely manner. The purpose of this survey is to provide data through the lens of the service provider, as this perspective is absent from the data summarized to date (which is focused on the service user).

**Helping People – Building Connections – Strengthening Communities**

This will further assist in identifying the community priorities, available strategies, and opportunities for alignment and collaboration.

- c. Opportunity for reaching underrepresented and vulnerable people
  - i. Funding was provided to allow for engagement of under-represented groups, to ensure a diverse range of voices are captured. The following groups will be targeted for inclusion: Youth and Children; Seniors, particularly those who are isolated; Persons with Lived Experience; LGBTQ+; Developmental Disabilities; and Indigenous Peoples.
  - ii. This work is underway and agreements are being signed.
- d. Warming Room update
  - i. Due to the COVID-19 pandemic, there is a 60% reduction in shelter space in Northumberland. Extensive efforts have been exerted to find a daytime and overnight warming space. Approximately 20 locations were assessed. Options are limited and finding a location has been challenging. So far, efforts to find a daytime space have not been successful. Alternatives will be explored (e.g., looking at 6 hour or 8 hour periods rather than 12 hour). An overnight space has been located and the preparations are in progress. Inspections have been completed. Columbus Hall on Spencer Street has been selected. Note: until a press release is submitted, this information is not to be circulated. The goal is to open this space before the holiday season. It will be available 9pm to 9am. No cots will be provided, but comfortable furniture and mats will be available along with ordered food when required (no prepared food). There will be an intake process (including diversion, health screening, COVID precautions).

3) Data

- a. Data index and definitions
  - i. A data index has been developed that includes the various sources of data that we have at our disposal (e.g., Ontario Agency for Health Promotion), along with information regarding the geography covered by the dataset, the reporting

**Helping People – Building Connections – Strengthening Communities**

frequency of the data, and any parameters that are included (e.g., age, gender). This index will act as a resource for the group to 1) ensure all relevant data elements are captured; 2) allow for ease of finding information; 3) highlight patterns and gaps in the availability of the data. Service providers have been asked to review the index to identify any additional data elements (relevant to community safety and wellbeing) that should be included to ensure we are capturing all of the sources of information that we have available to us. The index also includes a set of data definitions, which will ensure that we are identifying data indicators in a consistent manner across the various service providers. These should also be reviewed to ensure that any relevant definitions are included. Please submit additions to Sarah and Amy at the County.

b. Current data overview and trend analysis

- i. A presentation on the data elements collected to date was provided. A copy of the presentation will be circulated to the committee.

4) Next Steps –

a. **Action Items:**

- i. **End of December:** Service agencies should review the Data Index to ensure all relevant and recent data elements are included and captured. Definitions and parameters used by the service agency should be added to the Data Dictionary. Please submit any additions to Sarah Tanner and Amy Peverley ([tanners@northumberlandcounty.ca](mailto:tanners@northumberlandcounty.ca) and [peverleya@northumberlandcounty.ca](mailto:peverleya@northumberlandcounty.ca)).
- ii. **By January:** The Network and Strategy Inventories will continue to be developed by the United Way's consultant and will be presented at the January meeting.
- iii. **End of January:** A Service Provider questionnaire will be circulated early January with a 3-week completion window.

b. Date of next meetings:

- i. January 12<sup>th</sup>, 2020
- ii. February 9<sup>th</sup>, 2020



Community &  
Social Services

**Helping People – Building Connections – Strengthening Communities**

iii. March 9<sup>th</sup>, 2020