

## Community Safety and Wellbeing Meeting Minutes

**Date:** October 1, 2021  
**Time:** 11am-12:30pm  
**Location:** Microsoft Teams  
**Attendees:** Lisa Horne (NCC), Taryn Rennicks (CHCN), Susan Brown (EMS), Major Broome (Salvation Army), Pam Stuckless (Public Health), Adrienne Bell-Smith (FHT).  
**Chair:** Lisa Horne  
**Staff:** Sarah Tanner, Lisa Martin, Madison Stange  
**Regrets:** Suzanne Anquetil (HSCAS), Carol Beauchamp (Rebound), Chief Paul Vandegraaf (Cobourg Police Service), Bobbie Dawson (Northumberland United Way), Councilor Bill Cane (Northumberland County).

### Meeting Minutes:

1. Welcome
2. Current State
  - a. Coordinator introduction
    - i. Introduction for Lisa Martin and welcome – Lisa’s role is part of the county’s commitment to support the implementation of the established Community Safety and Well Being plan. Lisa will lead the ongoing development, implementation and reporting of the CSWB plan within the community.
3. Roundtable Updates
  - a. Community Health Centers of Northumberland
    - i. Reported CHCN successfully completed organizational accreditation through Accreditation Canada.
  - b. Northumberland County Community and Social Services
    - i. Enumeration was completed on September 29<sup>th</sup>, working with several community partners who provided staff to conduct county-wide interviews, 100 individuals in the community completed surveys. This initiative aligns with CSWB priorities and provides rich data to support evidence informed decision making and establish baselines to measure change.
  - c. Family Health Team of Northumberland
    - i. Looking towards COVID-19 recovery planning, this includes a final COVID vaccination community walk-in clinic and then moving to

offering flu vaccinations. COVID Vaccinations will be available upon request moving forward.

- d. Ontario Health Team of Northumberland
  - i. Marley Boudreau has been appointed the new director of OHT-N.
- 4. CSWB Coordinator Workplan Overview
  - a. Overview provided of seven key priorities in the workplan including; Information management, Promotion, Training and development, Provincial CSWB consultation, Data collection, Program planning, and Coordination of CSWB governance. All advisory members in agreement priorities are aligned with the strategic direction of the CSWB plan.
- 5. Implementation Presentation
  - a. Structure of ongoing Success presentation by Sarah Tanner and Lisa Martin
    - i. The structure of success has been designed to support the transition from CSWB planning to implementation. The six major contributors are:
      - 1. Province – mandates the plan, reviews all reporting submitted by Northumberland County
      - 2. Northumberland County – responsible for coordination of the plan, ensuring provincial reporting requirements are met, communications and governance
      - 3. The Collaborative – provides leadership and strategic direction for groups working towards implementation and will include several community partners from each of the priority areas. Currently working to develop terms of reference, detailing membership requirements, when meetings will happen, who members will be, and what the outcomes are
      - 4. CSWB Network – a new part of the structure which will allow for knowledge sharing through collecting, coordinating, and promoting the work of the action groups; will likely meet 3-4 times a year, with an agenda based on current trends; members will be the leaders of the action groups in Northumberland
      - 5. Action groups – groups that already exist within Northumberland; influencing ongoing workplans to promote alignment, and providing ongoing metrics and reporting
      - 6. Data group – collect, store, clean and organize data throughout Northumberland by bringing together data specialists within the priority areas.

- ii. All members in agreement this structure will support the CSWB moving forward into implementation.
- 6. Crime Prevention Action Fund Application Update
  - a. Update on CPAF application from working group
    - i. The CPAF project aligns with CSWB to create a partnership with police and youth services to develop a transitional-aged youth case conferencing table. This is a hybrid model derived from consent and non-consent based case conferencing models.
- 7. Situation Table Annual Risk-Tracking Database overview
  - a. Overview provided by the Province and presented by Lisa Martin/Madison Stange
    - i. The Annual Risk-Tracking Database (RTD) report is released by the Province, this report provides data suggesting the areas identified as risk and protective factors directly align with the Northumberland CSWB priority areas.
- 8. Chair's final comments on final advisory committee and birth of collaborative!
  - a. Moving into the establishment of the Community Safety and Well-Being Collaborative, marking the closing of the advisory group.
  - b. Agenda for next meeting will be sent out within the next 4-6 weeks and will include welcoming new members and determining which sectors need representation.