



## YOUTH JUSTICE ONTARIO: BOARD MINUTES 2019-01-29

**Present:** Keith Zehr (Chair), Diane Irwin, Richard Doig, Chantal Maida, Sonja Sonnenberg, Susan Fragis, Karen Carr, Kent Taylor, Angela Girard, Gerry Watson, Sandy Inglis (Minutes)

**Regrets:** Due to an unforeseen winter storm Mark Arnold, Sherry Guatam, Kent Taylor

**Guest:** Regrets from Hon. Lisa MacLeod

**Location:** Chelsea Delta Hotel, Toronto (Walton Room, 25<sup>th</sup> floor) 33 Gerrard Street West, Toronto, ON

**Time:** 0845 hours

AGENDA ITEM	DECISION/DISCUSSION	PERSON RESPONSIBLE	TIMELINE	OUTCOME
<b>Call to Order &amp; Welcome</b>	President Keith Zehr welcomed the Directors and a Quorum was established.	Keith		QUORUM MET
<b>Review &amp; Approval of Agenda</b>	There were no additions. Moved by Diane and Seconded by: Gerry. Approved by consensus.	All		Carried
<b>Review &amp; Approval of Board Minutes November 28, 2018</b> <b>Work plan &amp; Outcomes</b>	The draft board meeting minutes of November 28, 2018 were reviewed. One clarification under NYJN will be documented. Moved by; Sonja - Seconded by; Chantal. Approved by consensus.  A number of outcomes were celebrated as the board reviewed the work plan! Each Zone held a January meeting, there was significant input from the members to the 2019-2021 Strategic Plan, Conference planning meetings are occurring regularly, professional development events are being planned for the spring and communication with MCCSS occurred via a face to face meeting between YJO president and the ADM. Invitations were sent to Hon. Lisa MacLeod to meet with the YJO board.	All		Carried



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	The next meeting is scheduled for June and will be a two day meeting. The second day will be devoted to work plan projects and revisions to policy and processes.			
<b>Current Financial Status Report</b>	The YJO Finance Balance Sheet ending December 31, 2018 was reviewed as Kent was regrettably ill for this meeting so the detailed Financial Statement review will be deferred until Spring meeting.	Kent		Deferred
<b>Updated 3 year Strategic Plan 2019-2021 Planning Exercise</b>	Ideas and Feedback were gathered from YJO members via Zone meetings in January to ensure member input was reflect in the 2019-2021 Plan. Member engagement in the amount of feedback was appreciated and demonstrates the sense of community among members. The board embarked on an interactive planning exercise to capture a revised and dynamic plan. The revised plan will be formatted and sent out to the board for final approval by the June meeting.	Sandy		2019- 2021 Strategic Plan will reflect current goals guided by member input
<b>Governance Policies</b>	Regular reviews of <i>Youth Justice Ontario's</i> (YJO) governance policies are completed to ensure current and transparent practices as they relate to governance of the association and roles and responsibilities of the Board. As vice-president, Gerry will oversee the revision process. Revisions will be started by Angela, Chantal and Gerry. The second day of the board meeting on June 5, 2019 will be dedicated to review and updates of the policies.	Gerry		Current and transparent practices will be reflected in governance policies
<b>Communication Strategy- Meeting Request to MCCSS - Minister McLeod's Office</b>	A letter was sent from the Board President in December inviting the MCCSS Minister to this meeting, or alternatively, setting another meeting, more convenient to her. The letter offered service options utilizing YJO collective and professional lived experience to repurpose or augment presently underutilized youth justice services to fill service gaps.  Board President Keith met with ADM David Mitchell in January. Although a cordial meeting, there was no new		Spring, 2019	

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	<p>information to be shared about transformation. An invitation to the YJO conference in September was extended.</p>			
<p><b>Provincial Landscape</b></p>	<p><b>Safe with Intervention – The Report of the Expert Panel on the Deaths of Children and Youth in Residential Placements.</b> – Susan summarized the key findings. Cultural competency training was prioritized and YJO members discussed how to implement meaningful training where there is cultural safety.</p> <p><b>Youth Justice Advisory Council</b> (Keith) – no dates have been set to meet</p> <p><b>Costs associated to Bill 47 and Repeal of Bill 148</b> – no new information. Agencies are trying to keep the integrity of Bill 148 without funding. This is an agenda item to be brought to the attention of MCCSS.</p> <p><b>PMAB/UMAB</b> (Chantal) - There is a resurgence of the Focus group in the North. Train the Trainers workshops will only be offered every 3 or 4 years.</p> <p><b>Probation Strategy – EJS/EJM Community of Practice update</b> (Sonja) - No new updates on the Probation Strategy. EJS/EJM community of practice tables are being built into the conference schedule as breakout sessions and will give agencies delivering similar services, opportunity to come together towards resolutions.</p> <p><b>Management Training Courses</b> (Karen) - Karen will contact MCCSS and see what training programs they have available. Retention continues to be a challenge in this sector.</p> <p><b>National Youth Justice Network (NYJN)</b> (Mark) – Clarification from last minutes - Up until now, there have been a lot of different representatives from YJO in and out of the role as YJO rep at the NYJN meetings. It was</p>	<p>All</p>		

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	<p>determined the goal is one contact to commit and spend time working with this network. The Executive Coordinator will also participate as a support to the Board rep. NYJN brings together leaders from the youth justice sector/service provider community across Canada. NYJN provides a forum to strengthen youth-centered justice services in Canada through interagency collaboration, discussion of common issues, advocacy, and sharing information on best/promising practices and research. Mark committed to attending the February 22, 2019 teleconference and will commit to speak on behalf of YJO, bring back the information and participate in their work. Sandy will request Keith and Gerry be removed from the NYJN membership list to dedicate their time other YJO projects. Kent will send the cheque as YJO agreed to support this network with a \$5000 contribution to continue their work. This action was approved by email consensus on November 29, 2018</p> <p><b>EPI Work Group on Advisor Committee</b> (Sandy)– Rupinder Johal is the new head of the EPI Unit. Rupi hopes, to get the PPAC work group back together in January. Thus far, there has been no communication.</p> <p><b>Regional Advocacy Strategy</b> (Karen) – In Durham and Peterborough – members are demonstrating the will of services to proactively organize themselves to fill service gaps. This committee mapped out the resources in the area. Some of the services are being over utilized while others are under-utilized so they are going to work together to match need with service. I.e. Section 34 assessments</p> <p><b>Repeal of the Provincial Advocate for Children and Youth Act, 2007</b> (Keith) - Keith has a meeting with Advocate Irwin Elman tomorrow with the goal of setting a transitional meeting between the current Provincial Advocate’s office, the Ombudsman and YJO.</p>			

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<p><b>Serious Occurrence Reporting and Children’s Residential Licensing (SOR-RL) Enhancements</b></p>	<p>Information was summarized regarding SOR enhancements. MCCSS will update SOR operational guidelines and licensing manuals, as well as to introduce an online tool, Serious Occurrence Reporting and Residential Licensing (SOR-RL), which will replace paper forms that are currently faxed to the ministry.</p> <p><b>MCCSS Timeline</b></p> <p><b>Early 2019:</b> release of updated SOR operational guidelines</p> <p><b>March-April 2019:</b> technical testing of SOR-RL by service provider and ministry staff</p> <p><b>March-April 2019:</b> online training for enhanced reporting requirements in SOR operational guidelines and how to use SOR-RL</p> <p><b>April 2019:</b> updated SOR operational guidelines take effect and SOR-RL is launched for submitting SORs</p> <p><b>“SOR Update” requests by MCCSS</b></p> <p>There seems to be an increase in requests from MCCSS regarding SOR updates. The concerns included:</p> <ul style="list-style-type: none"> <li>• Requests from service providers for several immediate updates sooner than the 7 day deadline for non-emergency information</li> <li>• Nature of the requests which have included conflicts with PHIPPA and staff injury information</li> <li>• Tone of the person requesting the updates to be less than polite</li> </ul> <p>The board will encourage members to bring this to the attention of program supervisors to clarify expectations. YJO president, Keith Zehr will arrange a meeting with Tamara Stone, Director of Planning and Program</p>	<p>Chantal</p>		<p>Ongoing awareness of operational guidelines</p>

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	Development. Expectations may change as SOR enhancements are rolled out.			
<b>Website Strategy</b>	As part of the two day board meeting in June, the Board will spend time further exploring website strategy. It was clarified that presently it will be used for member to access information. The Board does not support outside services advertising on the YJO website as there is no way to confirm the legitimacy of the service. It was agreed that Twitter and Facebook accounts are not active and will be removed.	All		Increased member engagement with YJO website
<b>2019 Conference and AGM Planning Update (Zone 3)</b>	<p>Conference planning is proceeding and meetings are occurring on a regular basis. The next Conference Committee Planning Meeting will take place on March 7, 2019. The conference will cost \$48, 000 inclusive of presenters, workshops, speakers, food, accommodation, marketing materials, Eventbrite fees and incidentals.</p> <p>In order for as many members as possible to attend the conference, Sonja put forward a motion to subsidize the conference fees by 40 percent. Diane seconded the motion. Approved by Consensus. The Board supported subsidizing the conference fees for members.</p>	All	September 24 to September 27, 2019	Approved An affordable, high quality conference offering tangible skill enhancements and “take away tools”
<b>Zone Updates</b>	<p>The board representatives provided updates from their January Zone meetings. Minutes are available on the website.</p> <p>Zone 1 – Exploring using their professional development dollars to send more members to the conference</p> <p>Zone 2- Exploring May workshop on Diversity, equity and inclusivity</p> <p>Zone 3 and 4 will join to plan and offer a spring workshop in Toronto for front line employees</p>	Board reps	Spring 2019	All Zones will discuss common topics in addition to their own unique agenda items



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	Sandy will send out Spring Zone meeting agendas to the board reps who will add their specific zone agenda items.			
<b>Next Meeting &amp; Adjournment</b>	The Next Board Meeting will be on June 4 & 5, 2019 Chelsea Delta Hotel, Toronto (Walton Room, 25th floor) 33 Gerrard Street West, Toronto, ON Time: 8:00 am (breakfast) Meeting start: 9:00am Motion to adjourn: Karen Adjourned: 1430 hours		June 4 & 5, 2019	

Signatures indicating finalization of minutes:

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Keith Zehr, President

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Diane Irwin, Secretary

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Date

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Date