

**Dufferin Community Safety and Well-Being (CSWB) Plan
Integration Table Meeting Minutes
March 4, 2025
2:00 p.m. – 3:30 p.m. Via Microsoft Teams**

Chairs:	Jennifer Payne, Headwaters Communities In Action Anna Vanderlaan, WDG Public Health
Members Present:	Dan McCord, County of Dufferin Darin Tjeerdsma, Dufferin Paramedics Carol Barber, County of Dufferin Lyndsey Dossett, WDG Public Health Michael Di Pasquale, Dufferin OPP Dave Pearson, Ontario Health Team (OHT) Lynette Pole-Langdon, Family Transition Place Elaine Capes, DC MOVES Caitlin Ward, Services and Housing In the Province Barbara Mason, DART -Dufferin Caledon Victim Services Terri-Ann Pencarinha, Dufferin OPP Brenda Wagner, County of Dufferin Dorothy Davis, Dufferin Caledon Victim Services Raman Hansra, Family Transition Place
Minutes:	Corinne Nielsen, County of Dufferin
Regrets:	Heidi Vanderhorst, Dufferin Area Family Health Team Jennifer Moore, Dufferin Child and Family Services Jennifer Kirkham, Mischievous Cat Productions, Consultant Lyn Allen, Family Transition Place Tara Nixon, Orangeville Probation and Parole Services Trisha Linton, Diversity, Equity, Inclusion Community Advisory Committee Sara MacRae, County of Dufferin Camille Loucks, WDG Public Health Diane Kite, Community Living Dufferin Fatima Medeiros, Polycultural Society Glenna Rogers, WDG Public Health Shonette Gobin, Polycultural Society Sinthussha Panchalingam, CHMA Peel Dufferin Shirley Boxem, Dufferin Community Foundation Charlene Heyer, CMHA Peel Dufferin Rohan Thompson, County of Dufferin Megan Ball, County of Dufferin Corrie Trewartha, Dufferin OPP Sonja Vukovic, WDG Public Health Lisa Neuman, Services and Housing In the Province Elaine Griffin, Alzheimer Dufferin

Item	Description
1.	Welcome!
2.	<p data-bbox="199 266 695 300">Draft Terms of Reference Review</p> <p data-bbox="199 346 586 380"><u>Integration Table Structure:</u></p> <ul data-bbox="199 388 1458 510" style="list-style-type: none"> • Dan presented the current structure of the Integration Table, which includes the IT, a chair table, and lead tables representing each priority area. They emphasized the importance of updating the terms of reference to reflect any changes moving forward. <p data-bbox="199 556 545 590"><u>Integration Table Duties:</u></p> <ul data-bbox="199 598 695 846" style="list-style-type: none"> • participating in group meetings • reviewing data and reports • collaborating on initiatives • supporting sub-working groups • sharing funding opportunities • identifying community priorities <p data-bbox="199 892 464 926"><u>Chair Table Duties:</u></p> <ul data-bbox="199 934 1224 1098" style="list-style-type: none"> • leading and facilitating integration table meetings • coordinating initiatives • representing the integration table at committee and council meetings • managing scheduling, meeting minutes and agendas <p data-bbox="199 1144 456 1178"><u>Lead Table Duties:</u></p> <ul data-bbox="199 1186 1073 1350" style="list-style-type: none"> • providing data and updates • representing priority areas, responding to communications • reviewing report • sharing funding opportunities <p data-bbox="199 1396 358 1430"><u>Discussion:</u></p> <p data-bbox="199 1476 1466 1640">Alignment and Integration: Dave highlighted the importance of alignment and integration within the community, mentioning the development of the HART hub and youth wellness hub (YWHO) as examples of initiatives that require collaboration and support from various partners.</p> <ul data-bbox="199 1686 1466 1925" style="list-style-type: none"> • HART Hub: Dave mentioned that SHIP is taking the lead in developing the HART Hub, which is a significant initiative for the mental health and addictions work group. • Youth Wellness Hub: Dave stated that DCAFS is leading the development of a youth wellness hub, another major initiative under the mental health and addictions work group. This hub aims to provide comprehensive services for youth, requiring alignment and integration with other community efforts.

	<ul style="list-style-type: none"> Community Impact: Dave emphasized that these initiatives represent a massive undertaking and investment in the community, with the potential to significantly enhance well-being and direct services. The Integration Table needs to consider how these projects fit within the terms of reference and overall plan.
3.	<p>Announcement of Lead Tables</p> <ul style="list-style-type: none"> Housing – DCEC Housing and Homelessness Working Group (Caitlin & Carol as Leads) Food Insecurity – DCEC Dufferin Food Access Sub-Committee – (Jennifer P and Lisa N) Community Safety - (Dufferin OPP - Michael D as Lead) Family Support – DCAFS (Jennifer M as Lead) (to be confirmed) Mental Well-Being – DCAFS (Jennifer M as Lead) (to be confirmed)
4.	<p>Review Draft Plan Layout</p> <p>Plan Structure:</p> <ul style="list-style-type: none"> title page messages from the warden and chairs a background section a profile of Dufferin County a summary of the journey to develop the plan <p>*The plan also details the integration table's structure and the five priority areas.</p> <p>*Jennifer P emphasized the importance of including data and metrics in each section to measure success. She encouraged lead tables to draw on the survey results, the data deep dive, sense-making session notes, but also their knowledge and other existing data to fill in the required information, even if it wasn't already covered in the planning discussions.</p> <p>Integrated Efforts:</p> <p>Success Measurement:</p> <ul style="list-style-type: none"> aims to measure the overall success of convening partners and ensure that member organizations achieve their desired outcomes. This includes regular surveys to assess the effectiveness of the integration table meetings. <p>Member Engagement:</p> <ul style="list-style-type: none"> Anna highlighted the importance of member engagement and participation in the integration table meetings. consistent attendance and active involvement are indicators of the table's success in fostering collaboration and achieving its goals.

	<p>Action Plans:</p> <ul style="list-style-type: none"> • need for clear action plans to support integrated efforts • these plans should outline specific actions to be taken, the expected outcomes, and the measures to track progress • goal is to ensure alignment and avoid duplication of efforts. <p>Support for Lead Tables:</p> <ul style="list-style-type: none"> • Jennifer and Anna offered their support to lead tables in completing their sections, emphasizing the importance of collaboration and aiding in gathering and validating information.
5.	<p>Review Timeline and Progress</p> <ul style="list-style-type: none"> • March – elements, layout, IT review and feedback • March 13 - Courtesy notes to CAOs and DBs that they will be receiving the draft plan content • March 13 – Internal input from IT • March 20 – draft designed report and circulated to local tier CAOs and DBs • April 3 – broader feedback due from all • April 24-30 – draft plan finalized for Council package April 24-30 • May to June - take the Plan to May 8 Council; socialize approved plan to local tiers
6.	<p>Action Items:</p> <ol style="list-style-type: none"> 1. Terms of Reference Update: Update the terms of reference to reflect the current structure and responsibilities of the integration table, chair table, and lead tables - All <ol style="list-style-type: none"> a. Lead Tables Feedback: Provide feedback on the duties and responsibilities of the lead tables to ensure accuracy and alignment with current practices. – All DUE__ 2. Draft Plan Review: Review the draft plan and provide comments or feedback on the layout and content. - All <ol style="list-style-type: none"> a. Lead Tables Draft Submission: Submit a draft of the lead table sections using the provided template for review. – All Leads, DUE MARCH 13 3. Meeting Reschedule: Reschedule the next integration table meeting from April 1 to April 8 to allow time for feedback incorporation – Corinne DONE
7.	<p>Next Integration Table Meeting: April 8, 2025 @ 2pm via MS Teams</p>