

Minutes
Champlain Regional Planning Table for
Trans, Two Spirit, Intersex and Gender Diverse Health Services

Meeting: December 14. 100 - 3:00pm
Location: Conference Call

Present

Jane Fjeld (chair), Darlene Rose, Laurie Rektor, Kaeden Seburn, Simone Thibault, Mel Thompson, Jaina Tinker, Patricia Vincent

Guest: Katelyn Lepinskie

Erin Flemming, Coordinator

Regrets

Chris Clapp, Tammy DeGiovanni, Maëlys McArdle, Fae Johnstone, Karen Luyendyk, Devon McFarlane, Benny Michaud, David Hesidence

1. Welcome

We acknowledge and honour that we hold this meeting on unceded Algonquin Territory. To be present on this land is an honour, a privilege and not a right. Benny has offered to think about a better way to phrase the acknowledgement.

2. Chair

- Jane volunteered to be chair

3. Minutes

- Table members asked that the following three items be added to the Minutes of November 29, 2017:
 - ♦ *Benny and Simone to try and meet with Donna Lyons from the LHIN;*
 - ♦ *a question was asked about whether there should be a formal application process in place for the Coordinator position, one that is open to applications from trans people;*
 - ♦ *perhaps Table could hold a Town Hall meeting to update the trans+ communities*
- Minutes of November 29, 2017 approved with above additions

4. Community engagement budget

- Discussion of the priorities for the community engagement funds available this fiscal year (total of \$10,400, including a \$5,000 donation from YSB; some has already been spent):
 1. Pay RPT community members for their time and work
 2. RPT Retreat

3. Two-Spirit resource (Contractor to complete a 8-10 page resource guide-\$3500; focus group-\$500)/reporting back to the community (Town Hall meeting(s))
- The budget for fiscal year 2018 - 2019 has sufficient funds to support community members to attend RPT meetings
- Some people from the Table would like to get a group together to write a proposal for more money

ACTION:

- Community members to send invoices to Erin as soon as work is complete so Family Services Ottawa can keep an up-to-date financial records

5. RPT retreat

- A 10 AM start time and 4 PM end time works best for Cornwall folks
- Family Services Ottawa put a tentative hold on the RA Centre. They have in house catering, lots of parking, and are accessible by public transportation
- Some members felt that they would keep the costs of the retreat as low as possible, so look into other venues and bring outside catering, some members felt that it was important to factor in all the time and work something like this might require
- Discussion around having a facilitator to help design the day and keep us on topic. Want to have someone who has experience with trans+ communities/confident that they understand it
- Kaeden suggested his mother as she often facilitates events such as this. Conversation focused on the need to have a strong facilitator, but someone who is independent/neutral
- Content for the day to include:
 - Day for us to understand each other better
 - Terms of Reference- how do we manage conflict, look at membership and processes surrounding that, work on deliverables as laid out by the LHIN
 - What brings us to the Table; hopes for moving forward

ACTION:

- Patricia will look into whether we could use a space at her work. If this doesn't work out, we will default to the RA Centre
- Patricia knows a skilled and experienced potential candidate to facilitate the retreat. Will get back to the group
- People on teleconference will create, review, and amend the first draft of the retreat agenda. The second draft will be sent to other members of the Table in advance of the retreat

6. Job postings (Added Item)

- Some members from the Table want to ensure that the job description sub-committee creates job descriptions for both the Systems Planner position and the RPT Coordinator position
- Some members would like both positions to be filled by those with lived experience in the trans, gender diverse, two-spirit, intersex communities

ACTION:

- Sub-committee is meeting on December 20, 2017 to discuss the details of a potential job description for the System Planner

7. Next meeting:

- Retreat-January 20, 2017