

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

Meeting: November 29, 2017. 5:30 - 8:30pm  
Location: Centretown CHC boardroom, 400 Cooper St., Ottawa

**Present**

Maëlys McArdle (chair), Stephanie Hemmerick, James Fahey, Fae Johnstone, Karen Luyendyk, Devon McFarlane, Benny Michaud, Laurie Rektor, Kaeden Seburn, Simone Thibault, Mel Thompson, Jane Fjeld, David Hesidence, Jaina Tinker, Patricia Vincent

Erin Flemming, Coordinator

**Regrets**

Chris Clapp, Tammy DeGiovanni

**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**

- Family Services Ottawa (FSO) signed a funding agreement with the LHIN to coordinate the Regional Planning Table and implement the System Planner position. With this, Family Services Ottawa would like to step away from the chair role.
- Maëlys volunteered to be the chair

**3. Minutes**

- Approved minutes of October 16, 2017
- Agreed to provide draft minutes as soon as possible following a meeting

**4. Community updates**

- **Mel:**
  - Email from Chief of Staff at the Ottawa Hospital who spoke to the heads of Urology and Gynecology on how to be more welcoming to intersex patients
  - On October 26, 2017 (International Intersex Awareness Day) Mel presented to the Board of Examiners of Sex Therapy Counsellors in Ontario
- **Fae:**

- THIO was selected for an Ottawa Centre 150 Community Leadership Award
- THIO and KIND are launching a pilot self-defence class for trans folks in Ottawa on Sunday December 10, 2017
- Foundations and Pathways Ottawa is launching their Health System Navigation and Peer Support Program on December 9, 2017
- **Youth Services Bureau:**
  - Working with youth around pronouns and their inclusion policy. Please send examples of policies to Jane
- **Family Services Ottawa:**
  - Completing second interviews for the Around the Rainbow position. A huge thank you to Maëlys for assisting
- **Kaeden:**
  - Starting up an independent trans youth group that will focus on elementary school aged children; Will be programming for older youth too; Trans adults will attend for intergenerational connections
  - Chosen name for the group is SAFETY-Support and Education for Trans Youth
- **Karen:**
  - Attended CPATH conference in October
- **Centretown Community Health Centre:**
  - Simone met with Benny regarding Indigenous/Two-Spirit work
  - Simone is asking about Two-Spirit inclusion into Indigenous trainings. Simone and Benny are hoping to talk with Donna Lyons-Indigenous Engagement Specialist matters at the LHIN
  - Meeting with an organization doing research on LGBTQ+ resources for Francophones; if people are okay with it, she will provide names from the table
- **Rainbow Health Ontario:**
  - Send info/events to RHO for distribution
  - Two positions posted: Clinical Educator and a Trainer and Educator; will extend deadline for Trainer/Educator to December 4. Open to a seconded employee. Two part-time positions also possible. Devon explored doing a contract with THIO, but they currently do not have the infrastructure to do so
  - Registration for the RHO conference in March is now open. New components - two, 90-minute sessions on developing an LGBTQ+ resources and a learning institute in French.
  - Leading a needs assessment for gender diverse kids. The results should be out in January
  - Request to the Ministry of Health and Long-Term Care around adding additional data collection elements
- **Stephanie:**
  - Nine people from the area will meet with Centretown's Hormone Start Clinic to mentor providers

- In October, the Community Action Network Against Abuse (CANAA) representing many agencies across Stormont, Dundas and Glengarry hosted a one day training ‘Towards a Collaborative Model for Transgender Health ‘ offered by Dr. Françoise Susset. As a result of this training, the francophone agencies realized a knowledge and practice gap for francophone agencies in the area. A lead francophone mental health agency for youth is now actively seeking funding for trans training and resources for the Eastern Counties region (Stormont, Dundas, Glengarry and potentially Prescott-Russell)
- **Jaina**
  - Working with Seaway Valley to enter drop-in group data
- **James:**
  - Stepping away from the Regional Planning Table. LHIN is restructuring; he will take on different roles.
  - Darlene Rose will replace James on the RPT. She has reviewed our report and recommendations
- **Benny:**
  - Facilitated a Two-Spirit training with the peer supporters for Foundations and Pathways Ottawa
  - Attended a Two-Spirit/Person of Colour gathering at the University of Winnipeg. The last one was held in 1994. “It was life changing”
  - Spoke with Simone, James and Devon about the need for work on Two-Spirit matters

#### **ACTION:**

- Send Jane any policies around inclusion and the use of pronouns and preferred names
- Table to circulate posting for Trainer and Educator position (Rainbow Health Ontario)

#### **5. Debrief from LHIN board meeting**

- Presentation went well; board was impressed, complimented our work
- Board asked great questions and wants to see RPT again
- One board member said that the system planner is a really big job

#### **6. HSIP**

- First key deliverable is for the Table a work plan (due April 1, 2018).
- **LHIN Budget:** three main categories 1) System Planner; 2) RPT Coordinator; and 3) Regional Planning, support and community Engagement.
- Between now and March 31, 2018, there is \$5400 available for community engagement.
- Jane committed to providing an additional \$5000 to the Community Engagement budget for the remainder of this fiscal year; with this **the total for community engagement to March 31, 2018 is \$10,400**
- An option is to develop a Two-Spirit resource guide

- For each of the next two fiscal years, the annual Community Engagement budget is \$4725
- To help track the community engagement budget, please send invoices to Erin within 30 calendar days
- May need to seek out additional funds for the Table

**ACTION:**

- Make decisions at next meeting regarding work plan and how to spend the community engagement budget

## 7. System planner

- Need to hire a system planner as soon as possible
- Within the limits of FSO HR policies/collective agreement, the Table will help develop the job description including qualifications, education, skills etc.
- Table discussed: language requirements for System Planner, education requirements, knowledge/lived experience of trans, two-spirit, intersex and gender diverse communities, composition of hiring committee and conflict of interest for Table members to apply for position
- Some members from around the Table feel that the Coordinator position for the Table should have a formal application process in place in which trans people can apply. Family Services Ottawa would have to take into account employment practices
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**ACTION:**

- Jane, David, and Benny will share job descriptions for system planner positions
- Sub-committee (Benny, Fae, Patricia, Jane, Laurie) to work on job description and send out draft to the Table for review

## 8. Terms of reference:

- Community members developed a draft terms of reference. The document needed to have principles to orient on what we do, guiding tenants of how we conduct work, and make clear the negotiables and non-negotiables, bringing in evidence to back them up
- **Feedback from the Table:**
  - Scope is too wide. Put affirmations/values, etc. in a appendices
  - Document needs principles to orient members on what we do; guiding tenants of how we conduct work, and make clear the negotiables and non-negotiables
  - Question - are the principles in the document for Table work or are they meant to be applicable to all organizations as well? For personal representatives at the Table information would be fine, but service providers could not commit on behalf of the organization(s) they are

representing; would have to take this back to their respective organizations

- Very heavy document, but important
- Change wording of land acknowledgement
- Add clear headings to the document with a few bullet points under each. Suggested headings: Mission, Context, Values, Membership, Roles and Responsibilities, Vision, Meetings, Honoraria, Accountability, Transparency, and Conflict Resolution
- Honour the uniqueness of the Table
- Listing each community group one-by-one could be seen as tokenism. Better to state that the table is composed of 50% community members and 50% service providers
- Replace 'health care providers' with 'service providers'
- Consider having someone west of the region to join the Table
- Might be value in having front line providers at the Table
- Suggestion to pull out terms that apply to the whole group/collective to form the final draft
- Could review/revise in six months or a year

**ACTION:**

- Benny to re-write land acknowledgement
- Sub-committee (Kaeden, Fae, Karen, and Maëlys) to revise draft Terms of Reference based on feedback. Provide re-draft to Table for review a few weeks before the next meeting

**8. Email re Trans Day of Remembrance:**

- Discussions about how RPT members can promote TDOR next year; are organizational members welcome to attend? Was the Table invited this year? Some members were aware and promoted the event to their networks; How can Table communicate its work back to the trans+ communities-perhaps the Table holds a Town Hall meeting, updating the community. Suggestion to get information from the community for our work plan

**ACTION:**

- Add report backs/communication with the community to the Terms of Reference

**8. Next meeting:**

- Retreat on a weekend day in January
- Retreat sub-committee thus far: Karen, Fae, and Kaeden
- Conference call in December

**ACTION:**

- Erin to send out Doodle polls for a conference call in December and a retreat in January