

# Regional Planning Table Minutes

Zoom Meeting, June 16, 2021



## 1. Participation at the Meeting

### **Present:**

Jesse Bosse, community member  
Marcia Gibson, LHIN / Ontario Health  
Annie Chen, community member  
Oliver Thorne, community member  
Asha-Maria Bost, community member  
Karen Luyendyk, community member  
Lisa Loeffen, CHEO  
Lynsey James, Centretown Community Health Centre  
Jonathan Schmidt, Family Services Ottawa  
Larissa Silver, Youth Services Bureau  
Brittany Smyth, Family Services Ottawa  
Fae Johnstone, Wisdom2Action  
Lynne Tyler, Catalyst Research and Communications, facilitator

**Regrets/Did not attend:** Leyla Shahid, community member; Mel Thompson, community member; Noah Parchment, community member; Irena Druce, The Ottawa Hospital; Stephanie Hemmerick, Seaway Valley Community Health Centre.

## 2. Welcome and Acknowledgement of Algonquin Territory

The RPT acknowledged that we were meeting (online) on the territory of the Algonquin people, and we reminded ourselves that many of us are guests here and to act, as much as possible, in accordance with local protocols.

## 3. Approval of May Minutes

The May minutes were approved as circulated.

## 3. OSPN and Good Companions

It was anticipated that we would have representation from the Ottawa Seniors Pride Network and Good Companions as part of our ongoing outreach to community agencies, however they were unable to attend. We will look at having them attend a future meeting.

#### 4. Report from Working Group on Dual Roles

The working group was set up at the April meeting, composed of Lynsey, Jesse, Lisa and Jonathan, and had prepared a report for the RPT with some initial recommendations, which was circulated prior to the meeting. A number of points were raised in the discussion including:

- Add parent/child relationships
- Inform RPT in advance of name and organization of guests coming to a meeting
- Inform guests, in advance of the meeting they are attending, of the names and orgs of RPT members
- As part of onboarding, inform new members joining the RPT of names and orgs of RPT members. If they choose to not join the RPT because of a concern about a member org of the RPT, ask if they are willing to share more information so that the RPT can learn from their experience. A way would need to be found to protect their confidentiality.
- Add some guiding principles (confidentiality, professionalism, equitable relationships, recognize power differentials, etc.) - build on and revise existing principles in the RPT ToRs.
- If a conflict arises while the two members are already on the RPT, the community member a) may approach their mentor/buddy on the RPT for support and assistance, and b) in the event of an employee/employer situation, is encouraged to use avenues available within their place of employment to address the concern. The RPT recognizes that it is the responsibility of the employer to provide a safe and open environment for addressing concerns.

The working group to take the report, together with the comments that were shared in the meeting, and develop proposed amendments to the RPT Terms of Reference.

#### 5. Terms of Reference for Community Advisory Table

Fae presented the revised terms of reference for the Community Advisory Table, and final adjustments were made.

Annie and Ollie agreed to work with Fae to form a CAT selection committee. It is hoped that the first meeting can be convened early in the fall.

#### 6. Update from W2A

Fae provided an update on several aspects of the ongoing workplan for W2A, and touched on the following areas:

- a) seniors outreach,
- b) capacity-building: working with RHO to confirm co-hosting a workshop in October,

- c) website,
- d) pathways to care: an excellent conversation was convened that started to identify the ideal state we would like to see in place.

## 7. PHAC Funding Opportunity

The RPT briefly discussed a possible funding opportunity that had been flagged. Rather than responding reactively, we concluded that we would prefer to set our own priorities first and then seek funding that fits the direction we want to move.

## 8. Possible Future Agenda Items

Lynne has been collecting possible agenda items that have arisen in our discussions over the last months, and suggested that RPT members review the list and provide feedback on which items to prioritize. Lynne will circulate the list over the summer, for feedback by email.

## 9. Next Meeting

With the addition of new RPT members, we need to find a recurring meeting date that works for all. Brittany will send out a doodle poll over the summer in an effort to find some day of the month that works. Our next meeting will be in September.

### Actions:

- The working group on dual roles will take their report, together with the comments that were shared in the meeting, and develop proposed amendments to the RPT Terms of Reference.
- Annie and Ollie will work with Fae to form a CAT selection committee.
- Lynne will circulate to RPT members a list of possible future agenda items and RPT members will provide feedback on which items to prioritize.