

RPT May 21st, 2024 Minutes:

- **Activity: Team Charter Exercise:** In 2 small groups the table continued to work through the Team Charter Exercise we began in April. We used a [virtual whiteboard](#) to review and renew the ground rules to bond the team and build a shared understanding of our goals. After each group got a chance to complete the activity they shared back to the larger group. Collectively, the table identified several ways to improve how we work together in the future.
 - In the April meeting, as a large group, we reviewed the first parts of a team charter so that everyone understood the foundation of the RPT and it's goals.
 - Values: The core values that the table shares
 - Purpose: The “why” behind our goals
 - Vision/Goal: The overarching objective of the RPT
 - In May meeting the table broke into 2 smaller groups to discuss the following:
 - Needs and expectations: What does the table need to work together well. Based on our conversation the following themes emerged:
 - Allowing everyone to participate in the ways they feel most comfortable (i.e. speaking, using the chat, camera on/off, etc.)
 - The importance of fostering an environment where everyone can feel comfortable contributing to the conversation (using simple tools, going slowly, specifying clear roles, warm introductions)
 - One word to describe how we work together: Collaborative
 - People and Roles: The different roles on the table and the perspectives that they bring to the table. This is what the groups had to say:
 - Community Members
 - The importance of facilitating discussions on intersecting identities
 - They bring lived experience and can point to strengths and gaps in the current system
 - Broadens the skill base of the RPT and provides opportunities for creativity
 - Parent Community Members:
 - They bring energy and enthusiasm to the group as well as important lived experience+connections to the community
 - They have first hand experience navigating the system
 - Have knowledge of how the system has evolved over time
 - Organizational Members:
 - Bring in knowledge about infrastructure, logistics and the internal structures working in the system
 - They know about funding sources, budget timelines, and internal barriers to change
 - Facilitator/Systems Planner:

- Helps the group become more accessible with information (i.e resending links, agendas, etc)
 - Can focus group on systems planning role
 - Provides communications and context to conversations
- Rules and activities: How the table is going to communicate, make decisions, execute, give feedback and build partnerships. Here's what both groups found important:
 - Finding ways to communicate so everyone can participate
 - Reaching consensus is a key way the RPT makes decisions
 - Keeping tasks and projects alive and on tasks can be difficult
 - Remember to give space and time for folks who have different levels of understanding
 - Assuming good intent in our interactions with each other
 - When building partnerships, consider the needs of potential partners and what they bring to the table
- In the next meeting, we will finish up the activity by looking at the final parts of a team chart:
 - Strengths & Assets: What is giving the RPT forward momentum
 - Weaknesses & Risks: What are things that will hold the RPT back
- **Updates and announcements:**
 - **Systems Planner Role:** Our wonderful colleague, Alex Tesolin, will be moving onto a new job in the field of library services. Fae Johnston from Wisdom2Action joined us to discuss the transition period and what it means for the RPT:
 - May's meeting was the last that Alex will join
 - The RPT will still have a system planner role and we will meet that new person in the coming weeks
 - During the transition period be sure to email either Jonathan or Blue for any questions, logistics etc.
 - **Interest from The Ottawa Hospital(TOH) in joining the RPT:** Karen Luyendyk is unable to attend but is forwarding the update. TOH is gearing up to join the table, they are figuring out who will be attending the meetings.
 - **Centretown - Client celebration:** Centretown CHC is interested in hosting a client celebration near the end of August because of a grant received by a tattoo studio.
 - **Question for the table: Do you know of any grants that are currently/rapidly available?** If so please email Holly and or Blue
 - If you are interested in volunteering, event details are TBA, watch your inbox for more information soon.
 - **Centretown - Peer support:** The currently successful peer support program run in partnership by Centretown CHC and the Ottawa Trans Library requires in-kind partnerships for its sustainability. **Question for the table: Do you know of any organizations that could support this?**
 - **Rainbow Service Providers Network(RSPN) Toolkit:** The RSPN is updating its social services toolkit with Centretown CHC on June 12th. Please join this

interactive resource aggregation activity if you belong to this network and may benefit from its ongoing expansion. The updated toolkit will be available to everyone this summer for navigation support.

- **Centretown - Guest request:** Question for the table: Request for a new BSW student at Centretown CHC to join the June RPT meeting to observe.
 - As this is a common request, the table may standardize the process