



**Safe Communities Northumberland County Leadership Table Meeting  
Monday September 25, 2017**

**10:00 am**

**Northumberland County Building, Committee Room A  
Minutes**

**Present:**

Hazel Farmer, Ministry of Labour  
Heather Grundy, Haliburton, Kawartha, Pine Ridge (HKPR) District Health Unit – Co-ordinator (Recorder)  
Jennifer Cox, Community Mental Health  
Joanne Brewster, HKPR District Health Unit – Co-ordinator  
Mark Lovshin, County of Northumberland  
Ray Bennis, Township of Alnwick-Haldimand  
Scott Jibb, Hamilton Township  
Tim Blake, Municipality of Trent Hills  
Beth Harrington, Workplace Safety and Prevention Services  
Bill Detlor, Northumberland Paramedics  
Emily Poulin, Victim Services of Peterborough and Northumberland  
Ken Stubbings, Northumberland County  
Lisa Darling, Northumberland OPP – Co-Chair  
Jeff Sheils, Cobourg Police Service  
Jeff Cadence, Four County Crisis Program - Canadian Mental Health Association Haliburton Kawartha Pine-Ridge

**Regrets:**

Forrest Rowden, Town of Cobourg, Co-Chair  
David Bernier, PVNC Catholic District School Board  
Sheri Birney, Community Care Northumberland  
Tammie Staples, Port Hope Police Service  
Al Mann, Alnwick-Haldimand Fire  
Ann Anderson, Campbellford Memorial Hospital  
Donald Clark, Cramahe Township  
Heather Norris, Northumberland United Way  
Rohan Gonsalves, Northumberland Hills Hospital  
Teresa Schekel, Kinark Child and Family Services

**1. Welcome and Introductions**

Lisa DARLING welcomed everyone at 10: 07 am and we did a round table introductions.

**2. Approval of the Agenda**

Moved by Hazel FARMER, Seconded by Beth HARRINGTON CARRIED

**3. Approval of the Minutes of May 29, 2017**

Moved by Ray BENNS, Seconded by Mark LOVSHIN CARRIED

**4. Business Arising from the Minutes**

**a. 2018-2020 Strategic Planning**

Lisa DARLING provided an update and we will be moving forward as status quo now after collection of information as an organization. Becoming a Not for Profit or Incorporated organization does not make sense now. A SWOT (Strengths, weaknesses, opportunities and threats) analysis will be completed with each working group and then on December 4<sup>th</sup> we will have a facilitated session following a speaker and breakfast.

**5. Ongoing Business**

**a. Banking: account update**

A copy of the current GL Statement was distributed. Joanne BREWSTER provided some notes and updates regarding approved, but not spent, funds. All spending is on track based on what had been approved.

Motion to accept the financial statement made by Tim BLAKE, Seconded Scott JIBB CARRIED

**b. Sub-Committee Reports**

**i. On Road / Off Road**

Ray BENNS reported on Farm 911 – The Emily project, a recent farm tractor accident and the Brighten Up Campaign. Tim BLAKE shared that removable lights have been purchased to share with farmers to promote the need for additional lighting on their equipment. We will be working on attending meetings specifically with farmers to get the information to them.

The light supplier will also be promoting this. Trent Hills Firefighter Association has purchased a Brighten Up walking sign and will be challenging other Municipalities to install them on their walking trails as well. Next year we will be partnering on Bike Rodeo's.

We will also be looking at farming signs that promote sharing the road including solar lights to encourage awareness. Details were also shared about the Emily Project and we will continue to promote. We will be doing a relaunch of the Brighten Up Campaign again around the time change prior to November 5<sup>th</sup>. Joanne BREWSTER shared the new Brighten Up video.

**ii. Falls Prevention**

Beth HARRINGTON provided an update that the falls prevention resources were taken to the Pharmacies during Senior's Days and that we will be going back again in November as a Fall Preventions month promotion. Community Care Northumberland will continue to do Falls Prevention presentations.

**iii. Self-Harm / Interpersonal Violence**

Jennifer COX provided an update about the workshops. June 2<sup>nd</sup> was a panel of local first responders sharing their stories and impact with professionals so that they would have more insight when a client came in. Oct 16<sup>th</sup> workshop will be Bridging the Gap for the aging population. The October 18<sup>th</sup> workshop in Campbellford will be Bridging the Gap for those navigating the intellectual disability / developmental services systems. On Friday September 22<sup>nd</sup>, we held a workshop in association with OCEAP around building a sustainable network of peer support for PTSD. Ray BENNS shared that he attended and it was an eye-opening experience, and he now has a deeper understanding and how glad he was he chose to attend. Evaluations were VERY positive and pointed to a strong desire to do more and sector specific workshops similar in format.

**iv. Expo 2018**

Joanne BREWSTER shared that the focus will be on youth and will be looking at a central location – probably Cobourg. All the sub committees will be represented at Expo. Booths will provide linkage to the community – employment and volunteer agencies too. Looking at October 2018 so that follow up can be done in schools. There are some guest speakers that have been discussed. It is a big group of people that are wanting to be involved. Linkage to the high school's is essential and we are working to ensure that they are onboard.

**v. Community Event Participation**

Joanne BREWSTER and Heather GRUNDY provided a list and updated members about Safe Communities activities across all 7 Municipalities in Northumberland. An extensive list was presented.

**6. New Business**

**a. Review of the Terms of Reference & Partner expectations of sharing information**

Please take the time to review the emails that are being shared and send to your sector for information. Lisa DARLING reviewed the current Terms of Reference with the table. Discussion was had around how we should be determining where our funds go and also voting.

Lisa DARLING opened the floor for discussion. One member felt that we have always had open discussion and have always had unanimous votes. They felt that that part was not broken and that we should not change it. Another member felt that we should stick with the model that we have. We have members that sit at those groups and come back to this table and there has never been an issue. There are many people out there that are envious that we are being successful doing this as a collective group. We know that many things are not measurable for many years to come. This member felt that we are working and we need to stay with what we are doing – this is not political. Another member agreed it is working well. Another member shared that this is good bringing the rural and urban areas together and we have accomplished this well. Lisa DARLING asked about the lead table size – i.e., moving forward how do we handle more organizations wanting to join. It was felt that anyone that wants to be here should be able to be. It was agreed that for now it will stay status quo and if there are concerns in the future it will be brought to the lead table for discussion. It was shared that perhaps the SWOT Analysis might assist if changes in the future are required.

Lisa DARLING proposed that it be added to the Terms of Reference that if there are concerns that they should be brought to the lead table before going elsewhere. The concerns have been around lead table size, accountability, and number of member from a specific sector. It was felt that it is important for members to be involved in the working groups. There is a lot more blending of working groups. Discussion will be had regarding whether a member from the organization at the lead table should be on at least 1 of the working groups. When the Terms are updated it will be revised: that the person chairing will abstain from the vote; communication – and how the minutes are circulated to Municipal councils- this also needs to be included in the SWOT.

**b. Review of new Policies – drafts were circulated with agenda**

Joanne BREWSTER discussed the proposed policies to tighten up our processes - 1. *Draft Policy on Letters/Statements of Support, Endorsements, Collaborative Initiatives, Safe Communities Northumberland County Name/Logo, Sponsorship and Volunteers;* and 2. *Draft Policy on Graphic*

*Standards.* Joanne shared that the drafts have been shared with the Health Unit's Corporate Services and that they are good with the draft without needing it to be sent to a lawyer for review.

It was agreed that they will remain as drafts **to be confirmed at the December meeting.**

**c. 2018 meeting dates**

The proposed meeting dates were discussed. It was agreed that Monday's at 10 am was a good time. The following dates for 2018 for the Lead Table will be: Monday Feb 5, Monday May 28<sup>th</sup>, Monday Sept 24<sup>th</sup>, Monday Dec 3<sup>rd</sup>.

We will attempt to book space as we have been at the County Building

**d. Community Partner Updates**

Jennifer COX announced that they will be starting a walk-in clinic in Cobourg on Tuesday and Thursday starting in October for ages 16 and up. 1011 Elgin St. at Community Mental Health Services. It is in partnership with Northumberland Community Counselling Centre. It will provide same day counselling.

Ray BENNS will be meeting with Northumberland Agricultural Association in the next 2 weeks.

Mark LOVSHIN – Homeless movie at Rainbow theatre October 11<sup>th</sup> – it will be a hands-on movie.

Emily POULIN – announced there is a new Program Coordinator for Northumberland Victim Services.

Jeff CADENCE - shared information about 4 County Crisis. He is interested in learning about their actual presence in the community. It was shared that there may be a connection with the Situation Table.

Hazel FARMER would like to join the Self Harm working group; Joanne BREWSTER will forward information.

Discussion was had about the Christmas Parades and working together. Heather GRUNDY will send email next week.

**Meeting dates for 2017: December 4 - 8:30am until noon; location TBD**