

Wednesday, January 18, 2017

Regional Wellness Council Meeting Minutes

#	Item	Details	Time	Responsibility
1.0	Call to Order	<ul style="list-style-type: none"> The Chair called the meeting to order. 	7:05pm	RWC Chairperson
2.0	Reflection / Prayer	<ul style="list-style-type: none"> The prayer was led by the Chair, Patricia Schaefer. 		Chairperson
3.0	Attendance	<ul style="list-style-type: none"> Present at the meeting was Patricia Schaefer, Al Dumont, Janelle Minute, Debbie Hansen, Peter Daniels, Phyllis Mawdsley and special guest Mary Bishop for the Child and Family Services Presentation. Regrets for Gloria Villebrun and Linda Mabbitt. Courtenay Kakfwi recorded the minutes. 		Executive Assistant
4.0	Approval of the Agenda	<ul style="list-style-type: none"> The agenda was approved as presented with the addition of item 9.2 Thebacha Trade Show. Motion to accept the agenda as presented was moved by Al Dumont, seconded by Debbie Hansen, and the disposition was unanimous. 		Chairperson
5.0	Previous Meeting Minutes - Review and Approval	<ul style="list-style-type: none"> The minutes from the previous meeting were reviewed and there were no questions at this time. Motion to accept the minutes from the previous meeting was moved by Janelle Minute, seconded by Peter Daniels, and the disposition was unanimous. 		Chairperson
6.0	Business Arising from the Previous Meeting Minutes	<ul style="list-style-type: none"> In reviewing the Action Item List the following updates were provided: <ul style="list-style-type: none"> Building Stronger Families Presentation was provided today by the Social Services Supervisor and the information was well received. 		Chairperson
7.0	Chairpersons Report	<ul style="list-style-type: none"> On December 5 the Leadership Council participated in development increasing their understanding of their roles and responsibilities as members of the Council. All Regional Wellness Council orientation development sessions in each region were very successful and participants were very involved. NTHSSA hired a number of staff over the last few months and to date all senior 		Chairperson

		<p>management positions have been filled.</p> <ul style="list-style-type: none"> • Operational Updates include: <ul style="list-style-type: none"> ○ Accreditation ○ Change Management ○ Budget – must be submitted to the Department by February 15, 2017 ○ Operational Meetings ○ Medical Travel – NTHSSA will soon release a Navigation Toolkit to assist those requiring medical travel to manage through the process. 		
<p>8.0</p>	<p>RWC Member Observations and Comments</p>	<ul style="list-style-type: none"> • There was a concern brought forward regarding the difficulty clients are experiencing while trying to book clinic appointments up to two weeks in advance because the schedule is unavailable. • A member stated that a letter was received in the mail regarding a driver’s medical examination due and was told by the front reception that this appointment must be done two weeks in advance- concerns regarding why this is. There were also concerns regarding the cost associated with this examination. • Concerns regarding employees ignoring clients at the front reception. It was questioned if they receive any sort of customer service training. • Medical Travel was discussed and frustration was expressed regarding the waiting period between months and the appointment times for follow up. The member was asked to contact the COO to discuss this further. • It was brought forward that a client was advised by medical travel of an appointment and their travel package was not received in time for the appointment. The member was asked to contact the COO to discuss this further. • It was questioned if there are there statistics on how busy it was over the holiday season for the Emergency department. The COO and Executive Assistant to look into this. • All concerns and questions will be followed up by the COO and responded to at the 		<p>ALL</p>

		next Regional Wellness Council Meeting.		
9.0	Projects and Priorities	<ul style="list-style-type: none"> • COO provided updates within the NTHSSA – Fort Smith Region: <ul style="list-style-type: none"> ○ Currently busy with the NTHSSA 2017/18 Financial Budget. ○ There are many Job Description’s that need to be rewritten and created. ○ Quarterly all staff meeting scheduled for Friday, January 20, 2017. ○ Regional Organizational Charts are currently being worked on for the Region. 		ALL
9.1	Child and Family Services Presentation	<ul style="list-style-type: none"> • The presentation was led by the Social Services Supervisor, Mary Bishop. The Building Stronger Families action plan was created in August 2014 by the Department of Health and Social Services. It is a public document and can be found at www.hss.gov.nt.ca • The action plan was developed as a result of several key events including the 2010 review of the Child and Family Services Act, 2013 audit by the Office of the Auditor General of Canada and the 2014 report by the Standing Committee on Government Operations. • The Structured Decision Making (SDM) offers straightforward and clearly laid out assessment and planning tools that have been adapted to the NWT. This model has been under development since early 2015. SDM provides six tools to support decision making at key points of intake, investigation, ongoing and reunification services. At this point in time the first three tools have been implemented across the NWT: <ul style="list-style-type: none"> • Screening and Response Priority • Safety Assessment • Risk Assessment • The fourth tool, Family Strengths and Needs Assessment, is currently in the process of being implemented. The current plan is for all six tools to be implemented by 2018. All four tools were all discussed in further detail. • On April 1 there will be significant changes 		ALL

		<p>to the Child and Family Services Act. These changes will broaden the scope of supports that can be provided. Changes being made:</p> <ul style="list-style-type: none"> ○ Youth over the age of 16 will be included under Voluntary Support Services. ○ Youth ages 16-18 can be found in need of protection of the CFS Act. ○ Extended Support Services will be provided to young adults 19-23 who are transitioning out of Permanent care. <ul style="list-style-type: none"> ● The Department of Child and Family Services is in the process of implementing a new database called Matrix^{NT} which will be replacing the Child and Family Information System (CFIS). Matrix^{NT} is currently in the final stages of configuration. It will be a much more user friendly system and will align with the changes in practice that have been made over the past few years. 		
9.2	Thebacha Trade Show	<ul style="list-style-type: none"> ● Noted that this is scheduled for Saturday, April 29 at the Fort Smith Centennial Arena. 		
10.0	Learning, Development and Innovation	<ul style="list-style-type: none"> ● Chair mentioned that additional training was discussed for each region. ● COO stated that Leadership Council Chair, Jim Antoine would like to attend the next Regional Wellness Council meeting in March. 		Chairperson
11.0	Decision Items and Recommendations to the NTHSSA Leadership Council	<ul style="list-style-type: none"> ● Any agenda items can be directly to the Chair by February 6 and any concerns submitted before March 2. 		Chairperson
12.0	Action Items Review	<ul style="list-style-type: none"> ● Building Stronger Families Presentation was completed. ● Strategic Plan Distribution and Review is an ongoing process. There are corrections currently pending before the document can be approved. Item deferred to next meeting for update. ● Corporate By-laws Distribution and Review is currently ongoing. There are amendments being made and reviewed by the Minister. ● Creating of Medical Travel brochure is almost complete. Item deferred to next meeting for review. 		Chairperson

		<ul style="list-style-type: none"> • There was an addition of the Nunavut’s Suicide Prevention Strategy. Executive Assistant to distribute to all members. 		
13.0	Closing Reflections / Prayer	<ul style="list-style-type: none"> • There was no closing prayer at this time. 		Chairperson
14.0	Adjournment	<ul style="list-style-type: none"> • Motion to adjourn the meeting was moved by Debbie Hansen. 	9:02pm	Chairperson