

COMMUNITY SAFETY AND WELL-BEING PLANNING: The Municipalities of Bruce and Grey

STEERING COMMITTEE MEETING SUMMARY – September 18, 2019

Present: Anne Elliot, Barb Fedy, Christine McDonald, Sarah Cowley
Regrets: None

ITEM
1. REVIEW OF ACTIVITIES FOR CSWBP (Spring 2019 to Present)
<ul style="list-style-type: none">Christine gave an overview of the discussions that have taken place between herself, Kim Wingrove (Grey County CAO) and Lynda Bumstead (Grey Bruce Health Unit) since March 2019; two teleconferences took place over the summer months.One-time funding was secured from Bruce County (individually, as well as with contributions from each municipality) and Grey (county only) to support the project (plan creation); this will cover the cost of the coordinator and meetings sundries.
2. CSWBP STRUCTURE/PROCESS
<ul style="list-style-type: none">Plan Structure was discussed – there will be one Bruce Grey plan (shared risks) with municipal profiles (geographically-specific risks).Timeline – there needs to be a draft plan by very early September 2020, as plans need to be published by January 1st, 2021, and it/they need to be presented to council before the project end date (the Steering Committee would like the Coordinator to be present for meetings with Municipalities in Sept/Oct 2020). The project phases of work and associated timelines were outlined by the Coordinator.Champions will be leaders and could also include the Wardens for Bruce and Grey, as spokespersons for their counties.Affiliate/Associate List – there will likely be need to create a list of those who wish to participate by being kept informed about project progress (we specifically discussed the way in which the Healthy Communities Partnership structures its membership, where some people simply receive agendas and minutes, but do not usually attend meetings).Membership for the Advisory Committee – discussed at length, with a number of action items in follow-up (see below).Advisory Committee Meeting Logistics – Space will need to be booked for future meetings, catering arranged, and minutes taken. Options for support were discussed. Laptop/projectors/speakers required for presentation. Printing can be done at Grey County.Community Engagement – the need for municipal/organizational leadership during community engagement was discussed, and opportunities to leverage existing roles/resources during the engagement phase were explored.Implementation Teams – discussion occurred regarding the ways in which implementation of the plan can be supported (i.e. utilizing existing resources/committees vs. needing to create new structures if gaps are identified).Advisory Committee Kick-Off Meeting – The agenda was drafted.

ITEM
ACTIONS ARISING
<ul style="list-style-type: none"> <input type="checkbox"/> Barb – To invite representative from CSC Providence/Saint-Dominique-Savio <input type="checkbox"/> Barb – To connect with Jill Umbach re. Alliance Mapping Exercise <input type="checkbox"/> Sarah – To follow-up with invitees from Municipalities who have not yet RSVP'd <input type="checkbox"/> Sarah – To invite CEOs for Acute Care Hospitals <input type="checkbox"/> Sarah – To invite the GBIHC co-chairs <input type="checkbox"/> Barb – To discuss administrative support activities with Patti McNabb <input type="checkbox"/> Sarah – To identify quotes re. benefits of doing CSWBP for inclusion in the presentation <input type="checkbox"/> Sarah – To send Booklet 3 to Patti for printing <input type="checkbox"/> Sarah – To review current attendance/numbers with Connie (Health Unit calendar invitation) <input type="checkbox"/> Christine – to connect Sarah with Bruce GPS contact re. creation of a facilitator toolkit for engagement <input type="checkbox"/> Sarah – To draft the Advisory Committee Kick-Off Meeting Agenda for review by the Steering Committee; agenda and associated documents (Ministry booklets) to be sent to Advisory Committee members by Friday, September 20th, 2019. <input type="checkbox"/> Sarah – To draft meeting presentation by September 20th, 2019, for review/revision by Steering Committee members.

NEXT MEETING: *Monthly - TBD*