



## Meeting Minutes – Meeting 4

### Northern Capacity Building Advisory Committee Sudbury Manitoulin District

**Date:** July 20, 2020

**Location:** Zoom Meeting

**Present :** Sara Kitlar-Pothier, Parent (Chair)  
Sherry Fournier, CCR (Co-Chair)  
Shannon Lavoie, Parent  
Christa Morel, Parent  
Kristen Norman, Parent  
Julien Bonin, Parent  
Michelle Bascom, Autism Ontario  
Kim Morris, Provider: Own Practice: Behaviour Analysis North  
Natalie Croteau, Provider: ABA Northern Services  
Sylvie Grenier, Provider: Sylvie Grenier Consulting  
Trevor Bosse, Supervisor CCR  
Nathalie Poitras (Recorder)

**Regrets:** Terri Barriault, Provider: Roots and Wings Psychology

Item	
<b>1.0</b>	<b>Welcome</b>
	The meeting was called to order at 5:04pm by the Chair, Sara Kitlar-Pothier.
<b>2.0</b>	<b>Approval of the Agenda – July 20, 2020</b>
	The agenda was approved by all with no amendments. The Chair reminded that additional items are always welcome and to send to Nathalie at <a href="mailto:npoitras@ccrconnect.ca">npoitras@ccrconnect.ca</a> prior to scheduled meetings.
<b>3.0</b>	<b>Approval of the Minutes – July 6</b>
	The minutes were approved by all with no amendments.
<b>4.0</b>	<b>Updates – CCR</b>
	Sherry provided the following updates: <ol style="list-style-type: none"><li>1. Most parents would have received a letter regarding confirmation of the Ministry moving forward with data migration. Parents are encouraged to contact the Ministry directly (toll free number provided in the letter) if they have any questions about this process.</li></ol>

<b>4.0</b>	<b>Updates – CCR (cont’d)</b>
	<p>2. Early Identification program – JASPER. Due to current circumstances (COVID-19) training and delivery of JASPER will be placed on hold. CCR has submitted an alternate program to the Ministry for consideration and approval. This will ensure that all children eligible for this program will receive service. Additional updates will be provided as they are made available.</p> <p>3. A letter is expected from the Ministry indicating the extension of behaviour plans to March 31, 2021.</p> <p>4. As recommended in the Ontario Autism Advisory Panel Report, there may be opportunity (upon formal request from the Ministry) to deliver foundational services. As the services offered through the Northern Collaborative fit the criteria of foundational services CCR is preparing to invite providers to submit for Phase 4. This phase will include services available to families free of charge from September 2020 to March 31, 2021. Additional updates will be provided as they are available.</p>
<b>5.0</b>	<b>Overview of Goals established by other Committees</b>
	<p>The Thunder Bay Goals were shared with the group and a brief discussion took place.</p> <p>Once other committees have determined final goals, it will be shared with Sudbury Manitoulin Advisory Committee.</p> <p>Sudbury Manitoulin Advisory Committee goals will be shared with other committees as well.</p>
<b>6.0</b>	<b>Overview of Goals and proposed strategies – Discussion, Feedback, additions</b>
	<p>The Goal Tracking was reviewed with some items clarified with the members.</p> <p>For the following high priority goal: <i>To enhance capacity of caregivers to support their child or youth’s development, manage / cope with behaviours and reduce family stress as caregivers are better equipped to address needs.</i> The committee members agreed that this is not a priority goal but will work together to share existing resources. Members were asked to submit their resources to <a href="mailto:npoitras@ccrconnect.ca">npoitras@ccrconnect.ca</a> for the creation of a resource list by the date stated at Item 9.0. CCR can then share the list with the members only and then consider sharing publicly with a disclaimer.</p> <p>A reminder that committee documents will not be circulated until the committee has finalized them.</p> <p>The members are asked to once again share the survey link “Feedback: Future Services”. Nathalie will forward the link to all Advisory committees to shared with their network (parents, professionals, caregivers). This will help inform the development of services for Phase 4 of the Northern Collaborative.</p>

6.0	<b>Overview of Goals and proposed strategies – Discussion, Feedback, additions (cont'd)</b>
	<p>The committee selected the following three goals as priority:</p> <ol style="list-style-type: none"> <li>1) To provide Capacity-Building Grants to providers within the Sudbury-Manitoulin District, to increase staffing and serve more children, youth and families with Autism Spectrum Disorder.</li> <li>2) To enhance service capacity in rural communities by providing funding to cover costs associated with travel.</li> <li>3) To partner with colleges, universities, and the Minister of Education to levy for grant assistance programs and to offer suitable courses in the North Region</li> </ol>
7.0	<b>Next Steps</b>
	<p>The members are asked to reflect on the three goals and potential funding for each. Sherry and Trevor will also send information for committee consideration and feedback before the next meeting.</p>
8.0	<b>Adjournment</b>
	<p>The Chair adjourned the meeting at 6:33pm</p>
9.0	<p><b>Committee Action Items</b></p> <p><b>Members are asked to provide the following by August 7<sup>th</sup> at 4 p.m. to <a href="mailto:npoitras@ccrconnect.ca">npoitras@ccrconnect.ca</a> :</b></p>
	<ul style="list-style-type: none"> <li>• <b>Prioritize which goals they wish the funds be spent on</b></li> <li>• <b>Submit list resources for the following goal:</b> <i>To enhance capacity of caregivers to support their child or youth's development, manage / cope with behaviours and reduce family stress as caregivers are better equipped to address needs.</i></li> <li>• <b>Feedback, amendments for minutes</b></li> <li>• <b>Information will be sent to committee for consideration and feedback before the next meeting (Item 7.0).</b></li> </ul>