



## Meeting Minutes – Meeting 3

### Northern Capacity Building Committee – Thunder Bay and District

**Date:** July 9, 2020

**Location:** Zoom Meeting

**Present :** Danielle Paananen (Chair)  
Sherry Fournier, CCR (Co-Chair)  
Patty Haney, Parent  
Adrianna Atkins, Parent  
Alina Cameron, Parent  
Carolyn Mancuso, Own Practice: Ignite Behaviour Consulting  
Jolene Pugliese, NAN  
Liz Hathazi, Creative Therapy Associates  
Melissa Bianco – SGSB  
Trevor Bosse, CCR  
Nathalie Poitras (Recorder)

**Regrets:** Krista Smith, Parent  
Nicole Deschamps, GJCC

#### Item

<b>1.0</b>	<b>Welcome</b>
	The meeting was called to order at 6:32pm by today's Chair, Danielle Paananen.
<b>2.0</b>	<b>Approval of the Agenda – July 9, 2020</b>
	The agenda was approved with no addition or amendments
<b>3.0</b>	<b>Updates from CCR</b>
	<p>Sherry requested approval from the members to include their full name on the CCR website. Sherry will also draft a message to families to share the list of committee members along with a brief update. All present members have provided their verbal consent and we will obtain Krista Smith and Nicole Deschamps's approval via email.</p> <p>Sherry also explained that the Goal tracking list would be posted to CCR's website once the members have approved the final version.</p> <p>Sherry explained all discussions related to the goals will be captured on the Goal tracking sheet instead of in the minutes. This will prevent any duplication of information.</p>

<b>4.0</b>	<b>Opportunities – Final check-in</b>
	<p>The Chair did one last check-in with the members and all were in agreement to pursue with continuing with the existing goals tracking. The Chair shared that meeting 4 would be dedicated to prioritizing and selecting the goals we will focus on from September to March 2021.</p> <p>An existing list of providers is presently being shared throughout the Northern Autism Families group; Adrianna stated that additional providers can be added to that spreadsheet and shared with the committee for the purpose of the Northern Collaborative work. Parents of the committee have volunteered to contact providers to expand the list.</p>
<b>5.0</b>	<b>Goal/Activity Discussion</b>
	<p>Trevor reviewed tracked goals and clarified added details to the track sheet.</p> <p>It was also explained by Trevor that by members voicing their importance towards certain goals, does not mean that the goal will be removed from the list however it does provide a sense of direction and goals with low priority may be entered in a “Parking lot” state or be on hold.</p> <p>Sherry and Trevor will continue to populate the Goal Tracking form, further develop some of the activities and where appropriate begin formulating a framework for committee feedback and recommendations.</p> <p>Parents feedback is always welcomed and please share with families, friends and professionals for additional input.</p>
<b>6.0</b>	<b>Communication – Next Steps</b>
	<p>Sherry and Trevor will continue to populate the Goal Tracking form, further develop some of the activities and where appropriate begin formulating a framework for committee feedback and recommendations.</p> <p>At meeting 4 the Chair will bring other committee’s ideas/goal.</p>
<b>7.0</b>	<b>Adjournment</b>
	<p>The Chair adjourned the meeting at 7:50 p.m.</p> <p>Next meeting July 23<sup>rd</sup>: 6:30pm to 8:00pm</p>
<b>8.0</b>	<b>Committee Action Items</b>
	<p><b>Members are asked to provide the following by July 22 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>Think about where each ideas fit - prioritize</b></li> <li>• <b>Choose items we want to concentrate on</b></li> <li>• <b>Feedback, amendments for minutes</b></li> </ul>