

AFS BOARD OF DIRECTORS – SERVICES AND ADVOCACY COMMITTEE MEETING MINUTES

Thursday, March 21st, 2024
5:00 pm
Microsoft Teams – Virtual



ATTENDANCE

- AFS Board of Directors:**
- Patricia R. Lofstrom (Chair)
 - William Johnson
 - Lucia O'Connor
 - Dania Kuzbari
 - Jane Omollo
 - Rick Hamilton
- AFS Staff:**
- Ali Juma, CEO
 - Emily Tremblay, Supervisor of Community Services and Strategic Initiatives
 - Stephanie Fetherston, Director of Services
 - Obianuju Fadjo, Executive Assistant
 - Brian Kelly, Director of Services

Youth Representatives:

Regrets:

MINUTES

1.0 Quorum Established.

2.0 Call to Order

Patricia R. Lofstrom calls the meeting to order at 5:01 pm.

3.0 Review of Agenda

MOTION BIRT the Committee reviews and approves the March 21, 2024, agenda as presented.

Moved by: Rick Hamilton
Seconded by: Dania Kuzbari All in favour. CARRIED.

4.0 Review Previous Minutes

MOTION BIRT the committee approves the February 22, 2024, meeting minutes, as presented.

Moved by: Rick Hamilton

Seconded by: Jane Omollo

All in favour. CARRIED.

5.0 New Business

a. Non-Residential Attendance Centre

- The agency has agreed to take over the NRAC from Northern Youth Services effective April 1, 2024. This is a youth criminal justice program, and it comes with a section 33 class as such, they can attend school. The program provides valuable skills to help youth become successful. Currently, there are four youth in the program.
- We are working to co-locate the program to the Youth Hub. Whereby, the school program will take place downstairs while the youth will participate in the programs upstairs. AFS is collaborating with the program advisor, Anthony Greco to ensure that Youth Hub meets the requirements to run the NRAC program.
- We have taken over the lease of the NRAC facility and offered short-term contracts to the two staff working there. In addition, we have communicated with the school board to maintain the teachers. Brenda is taking the lead from the operations perspective while Brian is taking the lead from the services standpoint. We may close the Centre for a week in the first week of April to provide orientation to the NRAC staff. The contract for this program is \$330,000. We will leverage the funding for the operation of the Youth Hub.

6.0 Standing Items

a. Awesome Team

i. *Service Demand Report*

Stephanie provides the service demand report. Highlighting the following:

- There have been some openings due to personal reasons such as maternity leave, which requires the agency to fill. Additionally, there have been internal movements in the counsellor positions. The Counseling and Therapy session also has some vacancies but have been filled internally but has led to other openings in other positions. The agency allowed staff to take on nine more hours of contract work to reduce the waiting list.
- Lisa Guzzo, who was the former acting clinical manager, has taken the permanent clinical manager position, replacing Sally McMinn. She is collaborating with the Crisis team at the Sault Area Hospital to ensure that we are getting the right referrals for Crisis Follow-up. In addition, the Transitional Counselor position is another position that had a vacancy in Counseling and Therapy but has now been filled. The transitional counselor works between the hospital and AFS.
- There is an ITS position that has been vacant in East Algoma, but we are looking at ways to fill that position.
- The Section 34 assessments is for youth who are in custody and waiting conviction and it is a high priority. Our contract with the Ministry provides up to six assessments per year, but this year, we have done nine. Therefore, we would have to recoup the cost for the three additional assessments.
- Dr. Heintzman, who is the new Chief of staff at Sault Area Hospital, came to one of our clinical leadership team meetings and met with some of our clinical leadership team and front-line staff. He believes he can recruit a child and youth psychiatrist.
- We will take the Rainy River PAR for another year and perform a pilot project, a hybrid model where there will be a staff doing PAR at Rainy River and another staff providing the same service in the Sault area.

- SOLGEN provided additional funding to provide additional probation and parole counseling. They have asked AFS to provide an additional day of counseling per week. As such, they have doubled the funding to meet the service.
- We have received a 5% increase in our VAW funding. The anti-human trafficking program is a five-year program, and we are entering the fifth year. The anti-human trafficking funding was initially meant to service 12-17yr olds, but the program has been extended to service up to the age of 25 on the advice of the program supervisor.
- We were able to complete the license requirement; however, we are capped at six youth for another 90 days. Another review will be conducted and if we meet all the standards, the restriction will be lifted.

ii. Community Services Update

Emily provides the community services update. The Highlights include:

- The list of partners is growing and there are requests from SOYA and The KLUB to use the downstairs space (kitchen) for special events.
- The United Way has approved a \$16,875 funding for a youth cooking skills program at the Hub.
- The AOHT has approved \$2,500 for the purchase of hygiene kits at the Youth Hub.
- The Nurse practitioner has been hired at the Hub and will begin providing services from the week of April 2.
- New Northern Mentality (NNM) continues to meet bi-weekly.
- There are about 227 visits to the Hub, including returning youth. The hub is yet to capture information about newcomers.

b. Extraordinary Service

i. Privacy/Incident/Serious Occurrence/Complaints

- Privacy** – we had two privacy breaches. One privacy breach occurred when a receptionist gave a completed form was given to the wrong family. However, the family returned the form to the agency, but the personal health information was already compromised and as a result, a privacy report was generated, with recommendations to avoid any future occurrence. The other privacy breach occurred at the LIT – a family member was at the office area and picked up an incident report containing the personal health information of another client. However, the document was returned. We notified the client, the placing agency, and the guardian. It was also recorded as a serious occurrence.
- Serious Occurrence** – The serious occurrences continue to be related to the LIT.
- Complaint** – the Ministry of Labour visited the agency due to a reported non-compliance with the recommendation provided by the Health & Safety Committee to install locks at the reception area of the McNabb building. The Ministry representative interviewed reception staff, and reviewed areas such as notice board where the incident report, policies and procedures are located. The conclusion from the Ministry representative was to conduct a risk assessment and that meant to create a Health and Safety form that reviews the physical plant and all the risk areas to ensure that the staff is safe. The review was done by some of the Senior Leadership Team with recommendations on how to address the gaps.

c. Busting Barriers

i. New Funding and Initiatives/Partnership Updates

- li.* **French Language Service/Culture Linguistics**
No update

d. Inspiring Outreach

- i.* **Lead Agency**
The government has made a \$32 million investment for Ontario Intensive Treatment Service to help identify the standards for Live-in Treatment program. AFS declined the request to be part of the Lead agency because we do not have the infrastructure to develop the standards but will provide support.
- ii.* **Accreditation**
Deferred
- iii.* **Youth and Family Engagement**
We are still working on developing a Family Youth Advisory Council
- iv.* **Ontario Health Team**
The Board will hear from Victoria on OHT at the Join Board Training on Saturday, March 23.
- v.* **The Counselling Centre of East Algoma**
Ali received a request from the Chair of the Counselling Centre of East Algoma to assist them with clinical services for the next six months as their clinical manager has resigned and will leave on Friday, March 22. In the interim, Stephanie will be taking on that role. In addition, Bill sent a letter to the chair of CCEA to explore a potential amalgamation with AFS.

7.0 Ongoing Business

- a. Review Terms of Reference**
 - Deferred.

8.0 Adjournment

The meeting adjourns at 6:03 pm.

MOTION BIRT the Committee adjourns the meeting at 6:03 pm.

Moved by: Rick Hamilton

Seconded by: Jane Omollo All in favour. CARRIED.