# Logo Toronto Child and Family Network  Toronto - Together for our childrenToronto Child & Family Network

**Steering Committee**

Minutes

**Date:** Thursday, September 12, 2019

**Time:** 2:00 pm – 4:00pm

**Location:** 481 University Ave, 6th Floor

| **Present** | **Regrets** |
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| * Kevin Pal (Ministry of Children, Community and Social Services) (Co-chair)
* Peggy Thomas (Toronto Public Library)
* Regine Brammer (RRLF co-chair, CSC Mon Avenir)
* Cheryl Webb (Aventure Place)
* Nicole Welch (Public Health)
* Patricia Chorney-Rubin (George Brown College)
* Michele Lupa (Mothercraft)
* Tamara Augsten (Children's Services)
* Bethany Zack (Children’s Services)
* Cynthia Grundmann (Toronto District School Board)
* Pam Blanchfield (Parks, Forestry & Recreation)
* Genevieve Drouin (Centre for Immigrant and Community Services)
* Sylvie Gravelle (RRLF co-chair, Conseil Scolaire Viamonde)
* Nancy Hendy (Children’s Services)
* Andrea Wong (United Way of Greater Toronto)
* Connie Giordano (Toronto Catholic District School Board)
* Lee Soda (Agincourt Community Services Association)
* Lana Nolan-Bolton(Parks Forestry and Recreation)
* Catherine Moher (Family Supports Institute Ontario)
* Jillian Sewell (YMCA)
* Anna Patola (Humber College)
* Danielle Layman-Pleet (Ministry of Children, Community and Social Services)
 | * Karen Gray (Children’s Services) (Co-Chair)
* Carolyn Ussher (Children’s Aid Society of Toronto)
* Jennifer Miles (Catholic Children’s Aid Society)
* Anastasia Poulis (Toronto District School Board)
* Siobhan McCarthy (Native Child & Family Services of Toronto)
* Lorraine McLeod (Children’s Services)
* Margery Konan (Toronto Central LHIN)
* Keith McCrady (AA&PC Chair, 2 Spirited People of the 1st Nation)
* David Willis (East Metro Youth Services)
* Margaret Howard (Surrey Place)
* Dr. Lee Ford-Jones (Sick Kids Hospital/ UofT)
* Paula Carrie (Aisling Discoveries)
* Sarah Jimenez (Toronto Central Local Health Integration Network)

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**Staff Support:** Kelley Baldwin (Children’s Services)

**Observers/Guests:** Suzanne Field (Children's Services); Susan Dubbin (Public Health); Anthony Gulston (Children's Services); Christine Avery Nunez (consultant); Elizabeth Dhuey (University of Toronto)

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| **Agenda Topic & Lead** | **Action** |
| 1. **Welcome & Introductions** (Lead: Kevin Pal)

Kevin Pal called the meeting to order and led introductions |  |
| **2. Agenda Review** (Lead: Kevin Pal)  | **Decision:**Agenda was approved. |
| **3. Review of minutes of June 13, 2019** (Lead: Kevin Pal) | **Decision**:Minutes from June 13, 2019 were approved. |
| **4. TCFN Theory of Change** (Lead: Kelley Baldwin)* Kelley presented on behalf of consultant Lynn Fergusson the intended Collective Impact Approach of Innoweave and Social Impact Adviser's Coaching
* Reviewed the rationale of why we need a theory of change and why now is a good time
* Reviewed Innoweave's process and approach for Collective Impact and three objectives:
	+ Clearly define a specific intended impact statement based on desired population-level outcome
	+ Develop draft Theory of Change to achieve this impact
	+ Develop an Action Plan
* Reviewed and sought approval for the draft work plan of the Collective Impact Coach and the Network Development Committee: drafting Theory of Change in October and will bring back draft in November to Steering Committee

Discussion* Members who participated in similar process shared insights that it can be time-consuming but worth it
* Questions around how the process fits within our own goals and table action plans – need to focus on the how
* Importance of having this be in the interest of advancing action
 | **Decision:**Approved the approach and work plan for the Theory of Change**Next steps**Steering committee will review a draft of the Theory of Change at November's meeting (1 hour facilitated by collective impact coach) |
| **5. Raising the Village: overview of new indicators** (Lead: Tamara Augsten)* Tamara provided overview of the 120 new Raising the Village indicators; many will be around the family outcome indicators, which TCFN had not had before;
* Tamara showed a few examples of how the data will be displayed and the more interactive features that allow for further analysis of the data (reviewed children participating in early years programming and children hopeful about the future)
* Raising the Village as a website will be relaunched in the fall with the new data and a new look to make sure it is AODA compliant
	+ Tamara showed a mock-up of what the new website may look like

Discussion* Members expressed excitement about the new indicators and Raising the Village as a tool
* Discussion of important of checking our assumptions with data and not drawing conclusion, especially around disaggregated racial identify data – suggestion to include training and learning tools to prevent these assumptions from happening
* Request to add time-trend analysis to see how the indicators have changes over time
* Discussed purpose of the launch, and members suggested fewer speakers this time and more learning
 | **Next steps*** Raising the Village committee will meet to discuss what the launch of the 2.0 version of the website should be like, to propose to the steering committee
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| **6. Equity Framework: demonstration of interactive tool** (Lead: Bethany Zack)* As outlined in the "Equity in System Planning" working table action plan for the six month extension, Bethany came back to the steering committee with an Equity Framework online prototype for review and direction
* The Equity Framework had been endorsed by the steering committee and the next step was to create an online version of the framework
* Bethany reviewed the history of the table, purpose and objectives of the framework as well as principles and layers as a reminder; she also went through examples of how the framework might be used within a system or at TCFN
* Bethany demonstrated the prototype to the table for impressions and feedback

Discussion/feedback* Suggested having this tool go to the City's People, Equity and Human Rights team – Bethany shared that the team had already seen the tool
* TPL suggested that once the tool is ready, it should go to the decision-makers at the libraries
* Suggested that table members think through the applicability of the tool and how sectors and systems can embed - suggested to add this as a part of the feedback survey
 | **Next steps**Bethany will share a link to the prototype along with a survey to collect feedback as well as examples of how it might be used within sectorsOnce feedback applied, the Equity Framework will be added to the Raising the Village website with the relaunched version |
| **7. Child Friendly Cities: update and next steps*** Suzanne and Susan provided update to TCFN since the table last endorsed the Child-Friend Policy Framework in November 2017
* Reviewed key ideas of what a child friend TO means and looks like (children are important and engaged residents)
* Overview of timeline of this initiative: Raising the Village launch, TPH Policy Framework, Joint Engagement pilot, National Child Day with Mayor
* And overview of next steps: community kick-off meeting, council report in November
 | **Next steps**Interested members will connect with Suzanne (or Kelley) to join the Community Kick-Off Meeting Members will send Suzanne (or Kelley) other organizations going child-friendly workCouncil Report will be shared with TCFN members as update Share Child Friendly resources:[www.toronto.ca/ChildFriendlyTO](http://www.toronto.ca/ChildFriendlyTO)[www.childfriendlycities.org](http://www.childfriendlycities.org) [www.eurochild.org](http://www.eurochild.org) [www.childinthecity.org/](http://www.childinthecity.org/)<https://maximumcity.ca/> [Child-friendly Policy Framework](https://www.toronto.ca/wp-content/uploads/2019/09/9850-tph-child-friendly-policy-framework-nov-2017.pdf)Reports:<https://www.saferspaces.org.za/uploads/files/Using_Minecraft_for_Youth_Participation_in_Urban_Design_and_Governance.pdf><https://www.eurochild.org/uploads/tx_news/OEJAJ_VADEMECUM.pdf><https://www.880cities.org/wp-content/uploads/2017/11/BvLF-8-80-Cities-Report-Final.pdf> |
| **8. Communication strategy** (Lead: Kelley Baldwin)* Kelley proposed a new approach to communication committee where every table submit one member to sit, and add subject-matter expertise as well
* The committee will work on a fall newsletter for TCFN
 | **Decision**Conveners will recruit one member to sit on communication committeeFall newsletter for TCFN updates |
| **9. Discuss next steps and agenda** (Lead: Kelley Baldwin)* Research team members Christine Avery Nunez Elizabeth Dhuey introduced themselves and project of reviewing the financial and non-financial benefits of Toronto Early Learning and Child Care and will be sending a survey to members in November
* Reminded everyone about the TPL professional learning opportunity
* Presented the idea of a TCFN member engagement survey at end of year to get benchmark of membership and areas for improvement

**Next agenda**Scheduled for November meeting* Theory of change review
* New indicators from Raising the Village
* End of year report and review
* 2020 planning
 | **Next steps**Research team will email survey in November to TCFN members |

**2019 Meeting Schedule:**

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| Thursday, November 7 | 10-12 PM | 375 University Ave, 5th Floor, Bravo Boardroom |