



**Toronto Child & Family Network
Steering Committee Meeting Minutes**

Date: Tuesday January 31, 2023

Time: 1:00 – 3:00 pm


Webex meeting

Present	Regrets
<ul style="list-style-type: none"> • Karen Gray (Children’s Services) (TCFN Co-chair) • Karen Turner (Ministry of Children, Community and Social Services) (TCFN Co-chair) • Brenda Weitzner (Primary care physician) • Jillian Sewell (YMCA) • Leanne Nicolle (Big Brother Big Sister of Toronto) • Liz Hoang (Toronto District School Board) • Marie Klaassen (Toronto Public Health) • Eunice Lee (Toronto Children's Services) • Nancy Hendy (Toronto Children's Services) • Regine-Anne Brammer (CSC Mon Avenir - French Catholic school) • Patricia Chorney-Rubin (George Brown College) • Lisa Binns (Surrey Place) • Melissa Hamonic (NCFS) • Audrey Spence (Ministry of Children, Community and Social Services) • Anna Patola (Humber College) • Cheryl Webb (Lumenus) • Kelly O’Gorman (Toronto Children's Services) • Angela Hutchinson (Toronto Children’s Services) • Trevor McAlmont (Macaulay Centre) • Leanne Nicolle (Big Brothers Big Sisters of Toronto) • Struan Remedios (Ministry of Children, Community and Social Services) • Jennifer Miles (Catholic Children’s Aid Society) • Paula Carrie (Strides-Aisling Discoveries) • Lee Soda (Agincourt Community Services Association) 	<ul style="list-style-type: none"> • Sherri Rennie (Ministry of Children, Community and Social Services) (TCFN Co-chair) • Connie Giorando (Toronto Catholic District School Board) • Anne Lambert (Viamonde) • Domenic Gratta (Catholic Children's Aid Society of Toronto) • Isilda Kucherenko (Ministry of Education) • Jeffrey Schiffer (Native Child & Family Services of Toronto) • Johanne Dupré Le Conseil scolaire catholique MonAvenir) • Pamela Hart (Native Women's Resource Centre) (AAPC Co-chair) • Karima Sidi Mammar (Conseil scolaire Viamonde) • David Willis (Strides) • Kristin Legere (Central LHIN) • Terri Hewitt (Surrey Place) • Annique Farrell (United Way of Greater Toronto) • Pam Ryan (Toronto Public Library) • Lydia Sai-Chew (Lumenus Community Services) • Michele Lupa (Mothercraft) • Janvere Lyder (Toronto Children's Services) • Denise Palermo (Lumenus Community Services) • Marie Nyamabu (Centre Francophone) • Reta Hamlin (Toronto Children's Services) • Joe Rock (Toronto Children's Services) • Pam Blanchfield (Parks, Forestry & Recreation) • Vicky Tourkolias (Toronto Public Library)

Staff Support: Stefany Hanson (Toronto Children’s Services)

Guest(s): Priscilla Medeiros (Edwin S.H. Leong Centre for Healthy Children)

Agenda Topic & Lead	Action
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<p>1. Welcoming remarks (Leads: Karen Turner & Karen Gray)</p> <ul style="list-style-type: none"> • Land Acknowledgement & African Ancestral Acknowledgement 	
<p>2. Approval of minutes</p> <ul style="list-style-type: none"> • No additions/corrections to minutes 	
<p>3. Leong Centre Presentation by Dr. Priscilla Medeiros (Lead: Marie Klaassen) (see attached presentation)</p> <ul style="list-style-type: none"> • The Edward S.H. Leong Centre is a joint collaboration led by the University of Toronto and the Hospital for Sick Children, in partnership with various other hospitals and research centres, and community groups • Its vision is to promote the flourishing of every child through interdisciplinary research and its application • Dr. Priscilla Medeiros is the Leong Centre's Knowledge Mobilization and Community Engagement Specialist • Dr. Medeiros provided an overview of the Centre's work and some key community-engaged initiatives that it has supported <p><u>Themes and notes:</u></p> <ul style="list-style-type: none"> • <i>Centre Membership</i> <ul style="list-style-type: none"> ○ The centre currently has 380+ members and is welcoming others to join ○ Membership benefits include access to: <ul style="list-style-type: none"> – Catalyst funding for research – Educational events, symposiums, and seminars – Professional network and collaboration opportunities – Opportunities to present funded work to an interdisciplinary community of researchers – Opportunity to mentor research trainees – Research infrastructure and ability to provide input on Leong Centre priorities • <i>Current activities and initiatives for the Leong Centre:</i> <ul style="list-style-type: none"> ○ Recruiting 2 remaining research chairs (Catherine Birken, Toronto pediatrician, professor, and researcher, currently holds one of the 3 chairs (Child Health Intervention)) ○ Building the Centre's research data infrastructure, including its child health data repository and Data Concierge service ○ Administering research funding support through catalyst grants and providing opportunities for research trainees • <i>Findings/recommendations from Leong Centre's community-engaged research needs assessment</i> <ul style="list-style-type: none"> ○ Creating structures for group collaboration to support researchers and engage communities, including a community of practice and community advisory board 	<p><u>References:</u></p> <p> Leong Centre Overview TCFN Stee</p>

- Availability of funding to support implementation, continuation and/or dissemination of community-engaged projects
- Opportunities/mechanisms for peer learning/knowledge sharing (e.g., workshops, guest lectures, eLearning modules, knowledge translation training, etc.)
- Mechanisms to foster partnerships/collaboration opportunities between researchers and stakeholders in other sectors
- Available data to support diversity, equity, and inclusion in research initiatives, as well as resource information on community engagement
- *2 Leong Centre catalyst funded studies on mitigating the impacts of COVID 19 on children*
 - [Mental Health Support for SickKids Children and Families during COVID-19 Using Established eHealth Intervention](#)
 - [Developing a Community-Informed Intervention to Lessen the Impact of COVID-19 on Families of Children with Developmental Disorders in Toronto's Inner-City](#)

Discussion/Q&A:

- Discussion questions posed by Dr. Medeiros to the TCFN Steering Committee:
 - 1) How does the Leong Centre mission and initiatives align with the overarching work of the Toronto Child & Family Network?
 - 2) What are best strategies for improving or increasing community engagement at the Centre?
- Additional points of consideration posed by Marie:
 - We all have different roles/contributions in this work of improving child/family health and well-being – how do we “stitch this all together”
 - Where are the similarities in the work between Leong and TCFN? Is there overlap/duplication?
 - How do we ensure we are doing community engagement well? Are we providing needed supports for people to participate (e.g., compensation, getting community members to engage?)
 - Intersections with Raising the Village and other data considerations?
 - What connected with you?
 - What does an ongoing relationship between TCFN and Leong look like?

Intersections with Raising the Village

- TCFN (through Raising the Village) and Leong Centre provide complimentary sources of information to help anyone working to improve child health and well-being make informed decisions
- TCFN provides a Toronto-centric lens that can help inform the work of Leong researchers conducting local research
- Leong research data can provide a nuanced understanding of factors contributing to child health/well-being and effective interventions.
- This type of information should inform the types of responses the Steering Committee champions to effect positive system-wide change, which in turn can “move the needle” in a positive direction on the types of population measures over time featured in Raising the Village indicators and dashboards. (See TCFN Theory of Change model).

Leong Centre Research Trainees

- Q: Where do trainees come from?
- A: Currently, trainee spots are tied to limited funding, but the Leong Centre has future plans to scale up to a much broader swath of trainees at U of T and SickKids
 - In the interim, the Leong Centre is planning monthly community engagement series that will provide wider access to knowledge sharing opportunities. Suggestions for discussion items/topics for these sessions are welcome.

A.C.E.s

- Q: What kind of research into Adverse Childhood Experiences (A.C.E.s) is happening at the Leong Centre?
- A: There is some research happening now and it’s anticipated that at least one future catalyst grant recipient will be doing research in this area.
 - The Leong Centre is open to relationship building with interested community organizations to connect researchers to them.

Connecting with Other Partners

- Q: Has the Leong Centre connected with other specific organizations that have similar interests/mandates? (e.g., Infant and Mental Health Promotion Team at Sick Kids, Public Health Ontario)
- A: The Leong Centre has been in contact with representatives from these organizations and continues to make connections with other groups through a number of channels, including their Community of Practice

Putting Research into Action

- It's important for Leong Centre to mobilize this information to facilitate advocacy and help networks like ours to develop a common purpose (e.g., facilitating the Network in efforts to mobilize mental health supports for specific age groups)
- Steering Committee members have been influenced directly in their work by Leong Centre research (e.g., study on impact of COVID 19 on families with developmental disabilities affected Nancy Hendy's work as Every Child Belongs manager)
- How do we ensure there is follow-up and action resulting from the mobilization of this information?
- How do we operationalize this for ourselves and for our communities?
 - Can we provide information in a way that service providers and families can easily understand and apply (e.g., "Here are 3 things you can do as an EarlyON operator to support positive health outcomes. . . ." or "Here are 5 important resources for families. . . .")?

How do we keep this relationship going?

- Maintaining awareness of Leong Centre research and activities through regular newsletters and social media
- Cross-promotion and knowledge sharing: We are welcome to reach out to Dr. Medeiros if we have information to share with Leong Centre members and vice versa
- We will also be connected through Raising the Village – the RTV team can present to research trainees and/or other interested Leong Centre members to ensure they have awareness of our population-level measures/data; RTV can also increase its understanding of data needs among Leong Centre researchers and assess if/how we can support; RTV will increase understanding of Leong Centre data repository to determine how our RTV data sets compliment and/or overlap
- Leong Centre and TCFN can work collaboratively on topics of shared interest (e.g., an A.C.E.s information event that TCFN organizes could incorporate Leong Centre research)

4. Recap & Update on 2023 Network Action Planning (Lead: Stefany Hanson) (see attached slide deck for more detail)

- Recap of action planning discussion at last steering committee meeting:
- *Foundation Building*
 - Foundational activities to implement basic structures and shared understanding of Steering Committee function and objectives, including reviewing Steering Committee composition
- *2023 Work Plan*



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- Setting tangible activities and realistic, feasible expectations and deliverables
- *Near/Immediate-Term Actions*
 - Working table updates and individual scheduled meetings with working table leads to advance the work
 - Black, Black-Led, Black-Focused/Serving (B3) Report recommendations (see below)
 - Terms of Reference (ToR) review: Ad hoc network planning group members to attend 2 1.5 hour sessions
 - Other identified priorities/opportunities for network collaboration
- Recap of B3 Recommendations
 - In light of its lack of representation from B3 and equity-deserving groups, the TCFN commissioned consultants to review its governance, structure, practices, mission, and mandate
 - In their final report, the consultants provided the following suggestions for B3 involvement and recruitment
 - Seek and invite participants directly
 - Ensure participation is not tokenistic
 - Incentive/recognition
 - Accountability mechanisms to monitor progress

Discussion:

- What do we need to consider before we start inviting/initiating contact with B3s?
- Discussion questions posed:
 - Where in the community is B3 engagement being done effectively?
 - How should Black voices and experiences be integrated into the network?
 - As we review our mission, mandate, values and activities, how can we ensure that B3 engagement is valued and incentivized?

Challenges to B3 Participation

- Acknowledge that barriers to involvement include lack of capacity and infrastructure, which have been issues for decades
 - Even if the network implements the stated recommendations, B3 organization representatives may not have time or resources to attend
- Precarity and underinvestment in B3 organizations were frequently mentioned in the consultants' report

- How do we do increase involvement/participation effectively without imposing additional administrative and/or other burdens?
- We need to be in a position to provide resources to help level the playing field – can we support B3 organizations here? (Especially grass roots organizations that are extremely limited in their funding and capacity.)
- Let's be careful with incentives – if an incentive is the only draw for participation, then there's something wrong with the program. Incentives should be addressing a specific need that requires a response.
 - Compensation for time makes sense, but incentivizing suggests we have to "lure" people to participate.
 - On a logistical level, who's going to put money in the pot to incentive these groups?
- Reducing barriers isn't always about money. We need to be able to demonstrate and articulate the benefits of participating in this work.

Meaningful Modes of Engagement/Participation

Connecting with B3s on Work that Resonates

- Sitting at a table is only one way people can be involved in this work
- We need to think of other ways to gather information and understand the work that B3s want to be engaged in
- Make sure time is spent time effectively, and is not wasted
 - e.g., A.C.E.s – if we're going to do work as a group on this, that's where you land your engagement and support on a particular topic; not on a nebulous network objective/vision – how can people give input to that?
- Taking a topical focus is a good approach. E.g., focussed working groups so that people understand tasks and have tangible results and outcomes; not just engagement for engagement's sake. We need to ensure we see meaningful outcomes for communities.
- What's important to B3s is the experiences of children and families in systems of care/services – this is where the issues are.
 - B3s address barriers that often have to do with A.C.E.s
 - Many children experience trauma that is going unaddressed (we don't have current processes/regulations to identify/capture this). As a result, they have lower rates of participation. Connection to A.C.E.s can be an effective way to get B3s involved.
- How can we continue to strengthen our roles as sector leads and service system managers to instill cultural safety? Who isn't coming for service? Each institution's journey is different – we need to consider this as we do more work with B3s in culturally safe ways.

B3s Taking the Lead and Building on Existing Networks

- Let's start with conversations and have the B3s take the lead.

- There are a number of collaborative B3 organizations out there. We (TCFN) shouldn't be setting the agenda or dictating what we're expecting. We should go to them instead of them coming to us.
 - We could send TCFN members out to these networks/collaboratives to get their impressions/feedback. (e.g., TCFN liaisons/ambassadors – in addition to representing the TCFN, they can also report back useful info to the network about the work of these other networks).
 - We don't want to strain their systems – like the approach taken to working with Indigenous networks that are already over-stretched
- Community Cluster tables mentioned as a potential starting place for this outreach.
- Can also look at learnings from the vaccine engagement groups targeting underserved communities for best practices.

Committing to Network Flexibility and Change

- This is not about having B3s “fit” into existing TCFN structures. They need to be able to express what their needs are to us. We need to be flexible and open to change that responds to community needs.
- This cannot be about folks coming in and watching us do what we've always done.
- Getting B3s involved is not a one-way street. The benefits of participating in this work needs to be apparent and demonstrable.

Embedding Equity-Based Policies and Practices in our Organizations

- What needs to happen broadly so that we can create greater equity (i.e., extending beyond the scope of Confronting Anti-Black Racism)?
- As sector leads and service system managers, what do anti-racist statements and standards mean in practice within our organizations? Do our anti-racism policies have any teeth?
- How do we equip our centres to enact this (with guidance from the Province and the City)? Do they know this is a priority for them?
 - The onus cannot be put on staff to have this information/knowledge inherently – we have to provide training and developmental opportunities.
 - This can be a part of our professional development priorities. The Province has provided access and inclusion objectives – we all want to go in this direction, but how do we operationalize this?
- What communication is going out to families? How do we invite them to participate?

5. TCFN Members Can Support 2023 Work and Upcoming Meeting Topics

Karen Turner and Trevor McAlmont offered to provide contact info for B3 collaboratives/organizations. All other members are welcome to contribute to this as well. Please contact Stefany at Stefany.Hanson@toronto.ca

<ul style="list-style-type: none"> • Members were asked to consider how they can contribute to the upcoming work of the TCFN Steering Committee. (e.g., participating in the Terms of Reference Review and/or standing committees for Network Development, Communications; leading a knowledge transfer session at an upcoming meeting) • Upcoming meeting topics were introduced (see slide deck) and additional topic suggestions are welcome 	<p>Please contact Stefany at Stefany.Hanson@toronto.ca if you have any feedback and/or recommendations for knowledge transfer topics</p>
<p>Additional Discussion Items:</p> <ul style="list-style-type: none"> • Patricia Chorney-Rubin described an employment opportunity with George Brown College. Details to be shared with Steering Committee members. <p>Next Meeting:</p> <p>Tuesday, February 28, 2023 from 10:00 a.m. to 12:00 p.m.</p> <ul style="list-style-type: none"> • Community Coordination Plan, Social Development Finance and Administration Division • Update coming from working groups and next steps 	