



STEERING COMMITTEE MEETING MINUTES

Thursday, April 20th, 2023

9:00 a.m. to 11:00 a.m.

Oxford County Administration Building

Room 222

1. Welcome and Introductions

Members of the Committee introduced themselves and commented on their goals and priorities as they relate to the Safe & Well Oxford Plan. It was noted and discussed that the Safe & Well Oxford Plan has the potential to do great good; however, the mandate is new and large and there will be a need to stay focused on the role of the Committee in terms of providing support to partner committees and agencies working towards the goals and objectives of the Safe & Well Oxford Plan. The Committee discussed the need to share and promote the work that is taking place from partner tables and committees within Oxford. The goals and objectives will need to be looked at and updated as the Committee moves along through implementation and has the opportunity to connect with other supporting networks and stakeholders.

2. Selection of Committee Chair

The Committee selected Children's Aid Society Executive Director Tina Diamond as the Chair for the committee for 2023.

3. Review of Agenda (feedback/additions to agenda)

There were no additions to the agenda.

4. Review Safe & Well Oxford Steering Committee Terms of Reference (attached)

The Committee reviewed the Terms of Reference and it was noted that meetings will be open to the public. The [Safe & Well Oxford](#) website will need to be updated so that agendas and minutes can be shared publicly online.

5. Review Summary of Objectives and Goals of the Safe & Well Oxford Plan (attached)

The Committee discussed and reviewed the goals and objectives in the Safe & Well Oxford Plan. The following comments and action items were made:

- There is a need for the Committee to understand who the stakeholders are in relation the Safe & Well Oxford Plan. There are many organizations, committees and tables that are working towards the goals and objective of the plan. The Committee provided direction to develop a stakeholder list and identifies which priority area each is focused on – Julie will bring a draft stakeholder list back to the Committee for review and input based on organizations and agencies that were consulted during the development of the Safe & Well Oxford plan.
- Discussion took place in relation to the challenges with getting into schools within the County for education and awareness presentations and campaigns (i.e. Southwestern public Health, OPP, Woodstock Police Services have education and awareness presentations and campaigns available for students). As a Steering Committee – can we bring this to the attention of the school board and source education and awareness programs that are available for students? What are some of the programs that can be offered if we can get into the schools? Real life stories are valuable and impactful.
- Data collection, tracking and monitoring was discussed. It will be important for the committee to consider data as we move forward to measure the progress and success of the Safe & Well Oxford Plan.
- The Committee provided direction to support staff to prepare a media release for the public and all stakeholders in relation to next steps of the Safe & Well Oxford plan implementation and direction on connecting with external stakeholders/committees/tables that will provide information and input to the steering committee. There is a need to understand what their current priorities and challenges are.
- The County of Oxford (Ayesha Sajid) is working on the development of a County wide Diversity, Equity and Inclusion Committee. It is anticipated that recruitment for the committee will begin in May.

6. Correspondence/Recurring Items

Received as information:

- Township of Lanark Highlands Resolution re: Violence Against Women

7. Next Meeting Date:

The Committee agreed to meet again on Tuesday, May 23rd, 2023 at 10:00 a.m. at the Oxford County Administration Building in Council Chamber.

8. Adjournment (11:00 a.m.)



STEERING COMMITTEE MEETING MINUTES

Tuesday, May 23rd, 2023

10:00 a.m. to 12:00 noon

Oxford County Administration Building
Council Chamber

1. Call the Meeting to Order (10:00 a.m.)

The meeting was called to order by Chair Tina Diamond at 10:06 a.m. and a quorum was present.

2. Review of Agenda for meeting of May 23rd, 2023

Resolution No. 1 Moved by: Randy Peltz
Seconded by: Bernia Wheaton

RESOLVED that the agenda for the Safe and Well Oxford Steering Committee meeting of May 23rd, 2023 be approved, as amended to add the following discussion items:

- Request for letter of support for the expansion of primary care, mental health and addictions support in Tillsonburg;
- Communications update to partner municipalities;
- Future amendments to the Safe and Well Oxford Plan – inter-partner violence.

DISPOSITON: Motion Carried

3. Review of Minutes of April 20th, 2023 meeting

Resolution No. 2 Moved by: Sarah Hamulecki
Seconded by: Kelly Black

RESOLVED that the minutes of the Safe and Well Oxford Steering Committee meeting of April 20th, 2023 be approved as presented.

DISPOSITON: Motion Carried

4. Review of Draft CSWB Plan News Release

The Committee reviewed and made some minor amendments to the Draft CSWB Plan New Release to include the list of the current membership of the committee, and to advise that the Safe and Well Oxford Steering Committee will reach out to stakeholders to invite them to an upcoming meeting to discuss their current priorities in relation to the Safe & Well Oxford plan and what their current challenges are.

The Committee expressed their support in relation to the length of the media release and commented on the benefits of including as much information as possible to the media and all stakeholders as we move forward.

5. Review of stakeholder schematic and list

The Committee reviewed and made adjustments to the stakeholder list. Any additional changes should be sent to Julie or Sarah to update the list. It was discussed that the stakeholder list will primarily be used internally for the Committee to share information and updates with partners.

6. Next Steps:

a. Data collection/monitoring – potential development of subcommittee:

The Committee discussed the benefits of giving consideration to the data that the Committee would like to gather and monitor based on the current priorities of the Safe & Well Oxford action coalitions. More discussion in relation to data collection and monitoring will take place following initial consultation with key stakeholders. Through consultation with key stakeholders, the Committee will have a better understanding of what data is already available and how that relates to their own strategic priorities.

b. Invitations to Contributing Network Support Committees (select 3):

- i. What are their existing priorities in relation to the goals and objectives of the Safe & Well Oxford Plan?
- ii. What are their current challenges?
- iii. How can the Safe & Well Oxford Steering Committee support them?

The Committee agreed to invite the following stakeholders to the next Safe & Well Oxford Steering Committee meeting in June:

- Stephanie Ellis-Clark, Oxford Housing Action Collaborative
- Peter Heywood, Southwestern Public Health – Mental Health & Addictions

The Committee will ask for their current strategic plan in advance of the meeting and ask them to summarize for the committee what their current challenges are in achieving the goals of their strategic plan and how the Safe & Well Oxford Steering Committee and partner municipalities may best support them moving forward. The Committee is also interested to know what data they have available to guide their strategic priorities and if there is any data missing that they would like to have.

c. Advocacy:

- i. Proposed resolution of support re: call to end the homelessness crisis (attached)
- ii. Resolution in response to the opioid crisis (attached)

The Committee discussed the benefits of bringing forward consistent messaging and letters to provincial and federal levels of government to address local issues of concern in relation to the Safe & Well Oxford Plan. It was also noted that with the AMO Conference coming up in August, this presents another opportunity for local politicians to raise these matters with the various Ministers.

Resolution No. 3 Moved by: Tina Diamond
 Seconded by: Bernia Wheaton

RESOLVED that the Safe & Well Oxford Steering Committee endorse resolutions in relation to calling on the Provincial and Federal levels of government to end homelessness in Ontario and to advocate for funding to address the opioid crisis within Ontario;

AND FURTHER THAT staff be directed to circulate this resolution of endorsement with the proposed resolutions of support to all nine Oxford County Councils for their consideration and support.

DISPOSITON: Motion Carried

d. Communication update to partners:

- i. Julie to circulate media release and last minutes to all partner municipalities. She will provide them with information in relation to recruitment for DEI Oxford Committee and next steps.

e. Letter of Support re: expansion of primary care and mental health support in Tillsonburg

Oxford County Community Health Centre (OCCHC) Executive Director Randy Peltz advised the committee of a new funding opportunity within the province to expand primary health care, mental health and addiction supports locally. He requested a letter of support from the Committee for the OCCHC's application for funding. The OCCHC is proposing to add four members to this team in Tillsonburg should their application be approved.

Resolution No. 4 Moved by: Randy Peltz
 Seconded by: Kelly Black

RESOLVED that the Safe & Well Oxford Steering Committee provide their endorsement for a letter of support for the Oxford County Community Health Centre's funding application to the province to expand primary care, mental health and addiction supports within Tillsonburg.

DISPOSITON: Motion Carried

f. Safe & Well Oxford Updates – inter-partner violence

The Committee agreed to invite Diane Harris, on behalf of the Domestic Abuse Response Team (DART) to their next meeting in June. The purpose of this meeting will be to discuss the organization's strategic priorities, the challenges that they are currently facing and how the Safe & Well Oxford Steering Committee may best support them moving forward.

7. Next Meeting Date:

The Committee agreed to meet again on Monday, June 19th, 2023 at 10:00 a.m. at the Children's Aid Society Office, Woodstock.

8. Adjournment

The meeting adjourned at 11:38 a.m.