AGENDA

1. **CALL TO ORDER**
   - Declaration of Conflict of Interest
     Nora

2. **APPROVAL OF AGENDA**
   Nora

3. **MINUTES**
   - 3.1 Aboriginal Advisory Committee, September 10, 2015 - Appendix A
     Nora

4. **BUSINESS ARISING**
   - 4.1 Approval of Terms of Reference - Appendix B
     Tami
   - 4.2 Honouring Aboriginal Culture – Sharing a Good Heart – Appendix C
     Mark
   - 4.3 Cultural Sensitivity, Relationship Building, Expectations and customary care (each mtg.)
     Mark
   - 4.4 SOS Training and Quarterly Orientation meetings - update
     Tami
   - 4.5 Quarterly Reporting – update
     Tami
   - 4.6 Committee Members – discussion re: need for additional members (our Terms of Reference calls for nine members, we are down to three committee members and two support staff)
     Mark

5. **NEW BUSINESS**
   There is no new business.

6. **INFORMATION ITEM:** There are no information items.

7. **NEXT MEETING:** February 3, 2016, 9:30 a.m. (to be changed)
   Group

8. **ADJOURNMENT**
   Nora
MEMBERS PRESENT:  Brandi Hildebrand, Nora Sawyer

GUESTS:  Amber Crowe (via teleconference), Julie Grenier

REGRETS:  Blaine Loft, Mark Kartusch, Karen Hill, Thomas Krasnuik

CHAIR PERSON:  Nora Sawyer

STAFF SUPPORT:  Mark Kartusch, Tami Callahan, Marion Peters (recorder)

1. Call to Order

Nora Sawyer and Tami Callahan called the meeting to order at 9:30 a.m. No conflicts of interest were declared.

2. Approval of Agenda

That the agenda be approved as presented, with the addition of one item under New Business, “review and approve the work plan for 2015-16”.

ALL IN FAVOUR

3. Approval of Minutes

That the minutes of the April 29, 2015 meeting be approved as presented.

Moved by:  Brandi Hildebrand  Seconded by:  Nora Sawyer

ALL IN FAVOUR

4. Business Arising

4.1 Supporting Devolution – mandate of DBCSF

Amber Crowe, the Executive Director of Dnaagdawenmag Binnooijiyag Child & Family Services (DBCFS) since September 2014, joined our meeting via teleconference, and gave the committee an update on DBCFS’s progress towards becoming a mandated agency.

Here is a timeline of events for DBCFS:
- DBCFS was started in 1996, with prevention workers
- 2005 first Regional Protocol signed between First Nations and CAS’s
- 2006 filed official intent to explore possibility of their own child welfare authority/agency
- 2010 reviewed and renewed Regional Protocol
- 2011 became incorporated
- 2012 received funding through MCYS to pursue the stages of designation
- 2013 submitted Stage B Capacity Development documentation package to Ministry
- 2015 in April, they received feedback from Ministry on Stage B submission
- 2015 strategic planning session, subsequent follow-up revisions to Stage B package, with target to re-submit in January 2016
- 2015 reviewed and renewal of Regional Protocol at Sept 28th AGM

Current services/functions of DBCFS include Native Youth Justice, Children/Youth Mental Health/Addictions, Youth in Transition, Regional Protocol, Regional Committee, and Family Support Worker. Staff include: an Executive Director, Education Assistant, admin, Finance/HR, youth justice coordinator, 7 part-time mental health/Youth In Transition, a Family Support Worker, and a Communications Officer. They are developing a service delivery in their area, which is usually on the reserve. However, they hope to reach out into their catchment area also.

Amber also explained that a lot of First Nations have a more regional contract for prevention, not through the Ministry, but rather through Health Canada. Prior to 1991-92 they didn’t have a contract.

Brandi wondered how Alderville receives their funding, since she has heard that you need 250 children living on the reserve in a territory, to get a child prevention worker. Nora explained that First Nations gets their funding through Health Canada, with different guidelines, and they work with other programs to fund their workers.

Manitoulin was designated as of April 1st this year, however will not take on prevention role. They have had many years of negotiating the mandate.

Amber has recently completed a tour of First Nations, and engaged in many talks. Tami mentioned that the Aboriginal Advisory Committee would welcome Amber to join the December or early new year meeting.

4.2 Honouring Aboriginal Culture

Tami Callahan spoke on behalf of Mark Kartusch, who was unable to attend today’s meeting, and confirmed that nothing had been formalized between Mark, Bonnie Perrigard, Brandi or Nora this summer due to their busy schedules. Mark and Bonnie have been tasked with pursuing this piece and connecting with both Brandi and Nora this fall.

4.3 Cultural Sensitivity, Relationship Building, Expectations and customary care

Nora Sawyer from First Nations mentioned that they have two new council members, and are in the final stages of hiring a prevention worker. She is interested in obtaining training for these persons.

On the issue of Cultural Sensitivity – Brandi Hildebrand recommended “MEDEBA”, a leadership camp for youth in care which is organized by Angus Francis, Manager of Children Services at Highland Shores Children’s Aid. This camp may be beneficial for the First Nations children also. This camp will be held on the weekend of October 2nd this year. Here is an excerpt from a brochure:

*This weekend is not your typical camp weekend. The weekend is designed to challenge youth in care to move beyond challenges and obstacles and dream about everything that they can be. This weekend is about growth*
and development, about them understanding their potential. They will be in teams that support each other through activities such as rock climbing, kayaking and high ropes adventures. They will also be part of a larger group of youth in care who will share part of their history and part of their dreams for the future. Members of the Youth Advisory Committee to the Highland Shores Board of Directors will be part of the weekend and will provide opportunities for youth to relate their experiences in care to assist in developing our local supports to youth in care.

Brandi will send registration/contact information to Nora in case there are still openings for this years’ camp. In the past Blaine Loft, and his son, from Mohawks of the Bay of Quinte, provided a two hour cultural sensitivity session to the new worker training group.

Nora advised the committee that First Nations had their first one week cultural awareness camp this summer, and it was very successful. The Curve Lake group came, and First Nations hope to continue this camp every year.

4.4 SOS Training and Quarterly Orientation meetings (Tami)

Tami has contacted Rhiannon Aird, the Supervisor, Signs of Safety (SOS), to enquire about specific training to be set up for Alderville and Tyendinaga staff members. Rhiannon hasn’t provided a sense of timing or dates, so Tami will follow-up with her and inform the committee of the outcome.

Brandi wondered if Signs of Safety (SOS) will be implemented with the Parent Resources for Information, Development and Education (PRIDE) training for all Foster Parents and believes it will be beneficial for them also. She mentioned that her entire staff has participated in SOS training, but they need the background, two day training session. Dates and times will be sent from Tami to both Brandi and Nora.

Tami mentioned that the new Highland Shores orientation policy/procedure program for new staff members includes First Nation/Aboriginal training. Both Nora and Brandi feel that aboriginal culture training should be a part of all staff training, not just workers or relevant Supervisors. Tami will work with Lorinda MacDonald, our training coordinator, and comprise a plan for quarterly training, including “The Other Side of the Door”, and small group training sessions at both Tyendinaga and Alderville First Nations locations.

4.5 Quarterly Reporting

Tami summarized the reasons why these figures are important, and what data is required from all parties so that a report can be created and presented to the Committee at our meeting in December. She would like to compare data/numbers from HSCA to that of First Nations and Mohawk territories. It was mentioned that there has been a reduction in numbers from Tikinagan, but an increase from Payukotayno Family Services. Charlene Reuben is the Executive Director there, and Angus Francis has reached out to her, and asked if one of our supervisors or workers could come out for a visit. This would give our staff a better understanding of the home environment and geography for these youth. This will offer an environmental scan of what we are doing with our aboriginal families/children. Marion and Angus will create a spreadsheet to track this information,
then send to Nora and Brandi so they can add their data, for presentation at the December AAC meeting.

4.6 OACAS updates (by Julie Grenier)

Julie Grenier, the Program Coordinator of Aboriginal Services at OACAS works directly with Karen Hill. She was hired six months ago, and previously worked at Durham Children’s Aid Society. She informed the committee that a road show introducing the aboriginal training publication “The Other Side of the Door” will begin in January 2016. It is meant to train the trainers, so they can carry it forward to their staff. They will go out and visit different zones. The Director of Aboriginal Services at OACAS is Karen Hill.

Nora asked if Julie or Karen Hill could let her and Brandi have a preview of the presentation, and also give them advance notice of when they will be visiting their areas. Julie will keep in touch with both band leads.

The OACAS held their third annual aboriginal youth in care gathering, with 120 attendees. Fifteen agencies were represented, and it was held at the Bark Lake leadership centre on July 7 – 9, 2015. An eight minute video was played for the committee with highlights of the event. They have been asked to plan an Aboriginal Youth in Care committee, with 40 youth, sometime this winter.

On November 10th there is a full day Governance Forum, with Harold Turbell facilitating for aboriginal agencies. Monthly webinars are offered on such topics as board formation, expectations, accountability. Nora and Brandi will be added to the webinar mailing list.

They are updating the members’ web site to include aboriginal content and a 1st nation interactive map.

The Reconciliation Conference will be held on February 9th or 10th, and they would like to have Justice Murray St. Clair and Dr. Blackstock attend. They also plan to invite 1st Nations, child welfare leadership and the provincial government. Info will be shared with Nora and Brandi also. It will probably be held in Toronto, and the venue/dates will be confirmed shortly. For the Aboriginal Awareness Day, which was held on June 21st, almost 4000 pins were handed out.

4.7 Approval of Future meeting dates

The following dates were proposed by Tami and approved by the committee members.
- December 1, 2015 at 1:00 p.m.
- February 17, 2016 at 9:30 a.m.
- May 12, 2016 at 9:30 a.m.

All meetings will continue to be held at the HSCA Quinte West office in Trenton. Amber Crowe will be invited to attend all future meetings as her availability allows.

5. New Business

5.1 Confirm and Approve the Work Plan for 2015-16
The committee members reviewed the work plan, made a few changes for the 2015-16 year, and approved it. It will be presented at the October Governance Committee meeting.

6. Action Items

Nora, will speak with Marilyn Kapeluto about setting up training with our Foster Parents, (customary care), and about how to effectively work with older children. She would like to emphasize, that when the band has a social event, the foster family is made aware so that the children in their care can be brought to these cultural events. We need an ongoing relationship with foster parents, customary care homes, and a community planned home. Foster Families have a responsibility to teach children of aboriginal cultural about their heritage, and to keep record of their life events, in their “Years of Life” book. Follow-up is required to make sure this is done, and who will enforce it.

The committee was advised that the next board meeting is on September 23rd at 5:30 p.m. in the Belleville, Bay of Quinte boardroom. The Youth Advisory Committee will be hosting a BBQ.

7. Next Meeting

December 1, 2015 at 1:00 p.m.

Agenda Items:

a) Quarterly Stats chart – Marion/Angus device chart

b) SOS training schedule – Tami/Lorinda

8. Adjournment - 11:30 a.m.
Aboriginal Advisory Committee

Purpose:
The purpose of the Aboriginal Advisory Committee is to act in an advisory capacity to the Highland Shores Children’s Aid Board of Directors, in any and all matters pertaining to the delivery of services to Aboriginal families.

Deliverables:
- Follow the work plan created and approved by Board of Directors
- Adhere to the Terms of Reference created by the committee and approved by Board of Directors
- Honour Aboriginal Culture
- Create relationships by visiting Aboriginal communities and cultural events
- Provide cultural training to HSCA staff, foster parents and our Board of Directors
- Review Protocols and Policies with Alderville and Tyendinaga
- Implement Signs of Safety

Function:
- For representatives of both Alderville First Nations and Mohawks of the Bay of Quinte, to meet with representatives of HSCA, on a quarterly basis, to share information and advocate on their communities’ behalf.
- Provide quarterly reports to the Board of Directors and to the band councils of Alderville and Tyendinaga
- Update the Board of Directors on pertinent issues
Responsibilities:

Assist the Board to be well-versed in Aboriginal issues across our large geography.
- Engage the Board in overarching and strategic matters including issues in our communities as well as provincially.
- Review and advise the Board about pending legislation in the areas of Aboriginal care and child welfare.
- Assist in bringing together groups in the community to discuss Aboriginal matters as necessary.
- Review national and provincial matters and new policies that impact Aboriginal families and children.
- Initiate a broader vision dialogue so that the Board is aware of matters that directly impact Aboriginal families and the care that they are able to provide.
- Provide perspective on relevant papers that are published by other bodies to assist the Board in developing a joint response, where applicable.

This Committee is to be the connection between those making policies and the Aboriginal families who experience the result of policy.

Scope:

In Scope
- emerging issues related to child welfare services, community needs and mental health
- focus on local service delivery, rather than broader provincial advocacy (only as relates to child protection)
- information from Ministry
- new developments, i.e. amendments to CFSA, new acts, new bills
- general issues that affect aboriginal communities
- early meetings to address pre-existing relationships
- AAC to provide reports to Board: i.e. annual report on Aboriginal issues locally, including data provided to Aboriginal & Northern Affairs Canada (ANAC)

Out of Scope
- operational matters and matters within the scope of service delivery of the memorandum of understanding/Protocol Concerning the Delivery of Child and Family Services.

Structure/Composition:

The Aboriginal Advisory Committee shall be composed of up to nine (9) members, including, but not limited to, the following:

1. HSCA Board appointee from the Alderville First Nations
2. Representatives from Alderville First Nations (staff and/or council)
According to the Society’s By-laws, the Chairperson need not be a director, nor a majority of the members of the committee need not be directors. The Board may delegate appointment of the members of such committees to such persons or organizations as the Board may determine from time to time.

Committee Conduct:

Each Committee member will;
• Be prepared for each meeting by reviewing information in advance
• Make his or her best effort to attend all meetings
• Work together with all members in the meeting to achieve the best interests of the Society
• Accept assignments in an effort to assist the Board of Directors in its endeavours
• Act in an impartial manner and not promote personal interests
• Respect confidentiality
• Confirm expected attendance prior to each meeting
• All Committee meetings will be governed by Society By-Laws

Meetings:

Meetings will follow a quarterly schedule, with additional ad hoc meetings convened as necessary. Consideration to be given for one meeting per year to be hosted by each of Alderville First Nation and Tyendinaga Mohawk Territory.

Meetings of the Advisory Committee will be called by the Committee Chair, and are to be booked according to a regular schedule, with bookings preferably done at minimum two weeks in advance.

Extraordinary circumstances may require additional meetings which can be called by any member of the committee.

In the event that a member is not able to attend a meeting due to inclement weather or scheduling, alternate means of attending by way of secure video (ex. WebEx) or teleconferencing will be offered and in such situations the member is deemed to be present.

A quorum for the transaction of business at any meeting of the Committee shall be a majority of members (excluding vacancies).
Accountability:

The Committee will report as an advisory body to the Highland Shores Children’s Aid Board of Directors ensuring that Aboriginal people are involved in the decisions made that affect them and their families.

The Board Appointees on the this Advisory Committee will ensure two-way communication with the Aboriginal communities.

Communication:

- The Committee will build in an evaluation component to their work and determine key indicators for measuring their success.
- Two-way communication will be vital to the success of the Committee.
- The Board representatives need not be a director, nor a majority of the members of the committee need not be directors. They will report on the minutes of the Advisory Committee meeting as a standing agenda item at Board meetings. In turn, the Committee would be advised by the Board representative of any Board discussion resulting from his or her report including any support, direction or outcomes to assist the Committee in moving their work forward.

Decision Making:

Committee members will use a consensus method for decision making.

Conflict of Interest:

No member shall place him/herself in a position where there is an actual or potential conflict between his/her duties as an Aboriginal Advisory Committee member and his or her other personal interests. Any member of the Advisory Committee is required to declare any potential or actual conflict of interest on any matter coming before the Board. A member with potential or actual conflict of interest is obliged to excuse him/herself from any discussion on the matter in which a conflict may exist and to abstain from any vote.
**Guiding Principles / Relationship to Strategic Plan:**

**Guiding Principles:**
In pursuit of our Vision and Mission and in our work with each other, our Aboriginal and other community partners, we will use our values to guide us.

**Kids Come First** for us and we will ensure that children and youth are in homes where they experience psychological, physical, emotional, cultural and spiritual safety and the opportunity to develop resilience and a sense of hope and optimism for their future.

We will treat others with **Respect**, demonstrating acceptance, empathy, and honesty.

We will have **Integrity** by showing genuineness, courage, and mutual accountability for our actions and attitudes.

We will engage in **Advocacy** by giving voice to children and families, ensuring safe solutions, and championing the rights and resource needs of children.

We will demonstrate **Open Communication** and ensure that people have input into decisions that affect them, are listened to respectfully and given timely feedback.

Finally, we value **Responsibility** through ensuring effective use of resources through systems and processes that are efficient, accurate, appropriate, and accountable.

**Relationship to Strategic Plan:**
Strategic directions this committee will address:

1. **Enhance outcomes and experience of children, youth, and families we serve.**
   a. Improve deliverable outcomes

2. **Complete the transformation.**
   a. Fully implement integrated operational systems.

3. **Strengthen community partnerships and enhance public trust.**
   a. Strengthen community partnerships
   b. Strengthen relationship with Aboriginal community.

4. **Ensure Highland Shores is a great place to work.**
   a. Develop staff-centered human resource strategies, tools, and processes; and b. Enhance staff development.

Approved by the Committee,
DRAFT DECEMBER 24, 2015
# 2016 Work Plan for Staff and Public Education
## Honouring Aboriginal Culture – “Sharing a Good Heart”

<table>
<thead>
<tr>
<th>Goal</th>
<th>Action Plan</th>
<th>Target Date</th>
<th>Project Lead(s)</th>
<th>Completion Date</th>
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<tbody>
<tr>
<td>A working committee is struck to develop and implement a 2016 Work Plan for Staff and Public Education Honouring Aboriginal Culture</td>
<td>- Bonnie Perrigard connects with Tracey Findlay (HR), Jennifer Paquin (Family Services) and Krystle Parks (FET) to strike a working group</td>
<td>December 2015</td>
<td>Bonnie P.</td>
<td>December 14, 2015</td>
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<tr>
<td>2016 Draft Work Plan is created by the working committee</td>
<td>- Working committee meet to discuss ideas for the Work Plan</td>
<td>December 2015</td>
<td>Working Committee</td>
<td>December 15, 2015</td>
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<tr>
<td>2016 Draft Work Plan is reviewed by the Aboriginal Advisory Committee (AAC)</td>
<td>- 2016 Draft Work Plan is provided to the Aboriginal Advisory Committee for review</td>
<td>January 2016</td>
<td>Mark K.</td>
<td></td>
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<tr>
<td>Recognize and promote the goals of “Have a Heart Day” (Feb 14th) which are to help ensure First Nations children have:</td>
<td>- Issue a news release and post it on the HSCA website</td>
<td>February 2016</td>
<td>Bonnie P.</td>
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<td></td>
<td>- Have HSCA staff at each office location sign a large valentine supporting Have a Heart Day and send the valentines to the Prime Minister</td>
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<td>Working Committee</td>
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<td>Provide staff with a better understanding of the history of the Aboriginal people in Canada (the effect of residential schools, the 60’s scoop) as well as current initiatives (e.g. recommendations of the Truth &amp; Reconciliation Commission, child</td>
<td>- Devote the March staff meeting to the theme of “Sharing a Good Heart”. Open the meeting with music, perhaps a smudging ceremony if that would be appropriate. Have a guest speaker talk about the history of Aboriginal people in Canada, show a video in which survivors of residential schools tell their stories, have representatives</td>
<td>March 2016</td>
<td>Working Committee in consultation with Nora/Brandi</td>
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## 2016 Work Plan for Staff and Public Education

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<td><strong>welfare reconciliation efforts)</strong></td>
<td>from MBQ and Alderville share information about that residential schools/the 60’s scoop had on them or their relatives. Provide update on reconciliation initiatives within child welfare (i.e. Provincial Reconciliation mtg that took place in February)</td>
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<td><strong>Provide staff with a taste of food from different Aboriginal cultures</strong></td>
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<td>March 2016</td>
<td>Working Committee in consultation with Nora/Brandi</td>
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<td></td>
<td>▪ Host lunch at HSCA Belleville &amp; Cobourg offices that features food prepared by representatives from MBQ and Alderville First Nation with assistance from the working committee and staff volunteers. Staff from other HSCA offices would be invited to attend the lunch at either Belleville or Cobourg offices</td>
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<tr>
<td><strong>Provide the public with a better understanding of the history of the Aboriginal people in Canada (including residential schools, the 60’s scoop) as well as current initiatives (recommendations of Truth &amp; Reconciliation Commission)</strong></td>
<td>Create a new “Sharing a Good Heart” page on the HSCA website that provides: ▪ information about the history of Aboriginal peoples in Canada (including residential schools/the 60’s scoop) ▪ links to videos from survivors of the residential schools system ▪ Recommendations of the Truth and Reconciliation Committee ▪ Provide links to HSCA Protocols with Aboriginal partners ▪ Provide link to the First Nations Child and Family Caring Society website</td>
<td>March 2016</td>
<td>Working Committee in consultation with Nora/Brandi</td>
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| Create and share a tool with staff and the public that leads to a better understanding of the differences in Aboriginal cultures | ▪ Create a diagram that shows differences between the Ojibway, Mohawk and Cree cultures (HSCA has children in its care that come from Cree communities from northern Ontario) and share with HSCA staff and the public  
▪ Post diagram on the new “Sharing a Good Heart” page on HSCA website | March 2016 | Working Committee in consultation with Brandi/Nora   |                 |
| Provide orientation to new staff joining HSCA that provides them with a better understanding of our relationship with our Aboriginal partners and the historical impact of child welfare practices on the Aboriginal people | ▪ Incorporate a “Sharing a Good Heart” piece into the HSCA staff orientation that includes the following:  
  - Overview of history of Aboriginal peoples in Canada  
  - Effect of Residential Schools/60’s “scoop”  
  - Current protocols with HSCA Aboriginal partners  
  - Information about the services we provide for Cree children from northern Ontario  
  - Video’s and discussion opportunities | March 2016 | Working Committee in consultation with Nora/Brandi     |                 |
| Promote a better understanding for staff of HSCA of the protocols with Tyendinaga Mohawk Territory and      | ▪ Provide informational presentation at team meetings on protocol between Highland Shores CAS and Tyendinaga Mohawk Territory and | May 2016    | Supervisors with working committee                  |                 |

December 23, 2015
# 2016 Work Plan for Staff and Public Education

**Honouring Aboriginal Culture – “Sharing a Good Heart”**

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<tr>
<td><strong>Alderville First Nation</strong></td>
<td>Alderville protocols with DBCSF. Explain about children in our care from northern Ontario. Reference re-signing of protocol for MBQ to take place in June</td>
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- Hold staff event that recognizes and celebrates the achievements of the Aboriginal peoples of Canada and our local aboriginal partners | June 2016 | Bonnie P.  
Working group in consultation with Brandi/Nora | |
| **Creating Relationships** | - HSCA staff to visit Northern communities to gain knowledge of work being done there  
- HSCA staff to visit Aboriginal Communities and see what services are available to these families  
- Help families stay connected to their communities and culture | Ongoing | Mark K. | |

Approved by the Aboriginal Advisory Committee:

December 23, 2015