

MINUTES

MEETING DETAILS

Committee/Work Group	Coordination & Planning Committee
Chair(s)	Lorena Crosbie & Kimberley Gavan
Date	February 28, 2024
Time	1:30 – 2:30
Location	Zoom
Attendees	Lorena Crosbie, Kimberley Gavan, Marcie Bruyere; Karynn von Cramon
Regrets	

AGENDA ITEMS

Item	Owner	
<p>Lead Table Agenda March 6/24 – For Approval (note Data Work Plan on Agenda – please review)</p> <p>Agenda reviewed & approved.</p> <p>Action Items:</p> <p>1. Send & post Lead Table Agenda.</p>	Karynn	Mar 1/24
<p>Request from Caroline Rigutto – Affordable Housing Coordinator UCLG – For Approval</p> <p>Request discussed. It was agreed that given that the UCLG is a Lead Table partner, and that children, youth, and families are impacted by the current housing crisis it would be valuable to hear from Caroline. It is important, though, that the work of the Table be focused on its' Common Agenda. If more that 15 minutes is needed for the presentation/consultation perhaps they could be separated, and members interested in participating in the consultation could come together before or after a Lead Table meeting.</p> <p>Action Items:</p> <p>1. Communicate with Caroline regarding time needed & schedule accordingly.</p>	Karynn	Mar 4/24

<p>Next Steps Re Membership Dues – Response to Rob Adams – Next Steps? – For Discussion</p> <p>It was agreed that Rob raised some very good questions that should be discussed further at our Lead Table on Mar 6/24.</p> <p>Action Items:</p> <ol style="list-style-type: none"> 1. Respond to Rob Adam’s e-mail. 2. Put questions and further discussion of membership dues on Mar 6/24 Lead Table Agenda. 	<p>Karynn Karynn</p>	<p>Mar 1/24 Mar 1/24</p>
<p>Communications Work Group TOR – For Discussion</p> <p>Draft TOR was reviewed & was agreed to in principle to be put on Lead Table agenda for Mar 6/24 meeting.</p> <p>Action Items:</p> <ol style="list-style-type: none"> 1. Put on Mar 6/24 Lead Table Agenda 	<p>Karynn</p>	<p>Mar 1/24</p>
<p>EKIOC Logo – For Discussion</p> <p>This was to be put on the Coordination Committees agenda following our discussion at Lead Table on Dec. 6, 2023.</p> <p>Rob Adams email Dec. 6/23: A possible item for discussion with your advisory committee, I’m curious to know what the initial thoughts might be of using our YMCA graphics and communication team to work on a new logo. I can explore the concept with our team, set up a meeting with them and possibly create some designs? Just a high-level idea, as you do your research.</p> <p>We discussed using the new logo as an opportunity for youth engagement and wondered if the Y might be able to do that as well as the design. After discussion, though, of what we currently have on our plates for the spring of 2024 we agreed to hold off on the logo project until the Communications Work Group is up and running. It is an appropriate 1st project for them.</p>	<p>Karynn</p>	
<p>Community Members on Work Groups – For Discussion</p> <p>Are confidentiality agreements or membership commitment pledges required? Do we need to re-visit our Terms of Reference?</p> <p>We agreed that this requires more fulsome discussion by the Coordinating Committee and will then need to be brought</p>		

<p>back to Lead Table. Suggested additional time be added to our next Coordination Committee Meeting (Mar 27/24)</p> <p>Action Items:</p> <p>1. To schedule additional time for Mar 27 meeting & add this to Agenda.</p>	Karynn	Mar 4/24
<p>Reach Out to Possible Members – For Discussion</p> <p>North Grenville Public Library Leeds & Grenville Addictions & Mental Health Youth Connect Kemptville Brockville Food Bank (again) Others?</p> <p>Deferred to Mar 27 meeting</p>		
<p>Next Meeting: March 27, 2024 1:30 – 2:30 Zoom</p>		