

Developing a Drug Strategy for Oxford County Meeting

1/10/2018

13:30HRS – 15:30HRS

Oxford County Public Health
410 Buller Street, Woodstock
Large Conference Room

Meeting called by: Peter Heywood

Attendees: Lynn Beath, Tracy Farmer, Lisa Gillespie, Tony Hymers, Sandy Jensen, Clayo Laanements, Susan MacIsaac, Mike McMahon, Randy Peltz, Timm Rochon, Ruth Sanderson, Sue Tobin, Kristin Toushan, Elizabeth Urbantke, Mary VandenNeucker

Regrets: Joanne Andrews, Brian Lester, Linda Sibley, William Renton

1.0	Welcome and Introductions
2.0	Review of the Agenda - approved
3.0	Presentation of the DPRA Work plan Handout provided to all participants – copy attached to minutes Peter Heywood will be the point person for DPRA DPRA is interested in obtaining any information/documents that will assist in evidence review. Important to consider Oxford as a whole – everyone's perspective is respected. Recommended for community consultation – decrease public health staff consultation and increase community consultation. Take advantage of current tables/networks to access community members. Time frame for completion of project can be shortened based on discretion of committee (time commitments).
4.0	Formation of the Project Steering Committee Purpose - provide guidance and direction to the project. Discussion re membership composition: <ul style="list-style-type: none">• People with Lived experience/family member/friend• Representation from each of the 4 pillars

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- People who are decision makers for scope & direction of drug strategy
 - 7-10 members
 - Members have same/similar vision

Self-identification from around the table:

1. Randy Peltz – Oxford County Community Health Center
2. Tony Hymers – OPP
3. Bill Renton – Waterloo Police
4. Linda Sibley – Addiction Services Thames Valley
5. Sandy Jensen - CEO Tillsonburg/Ingersoll Hospitals
6. Sue Tobin – NP Ingersoll Led Clinic
7. Pat Baigent – Canadian Mental Health Association
8. Public Health
9. Liz Urbantke – Emergency Physician Woodstock Hospital/Coroner Oxford County
10. Recruit for individual with lived experience/family member (Lisa)

Sandy will provide Peter a tool for recruitment of people with lived experience/family/friend

Oxford County Drug Strategy Update will be sent out to keep community members updated on progress of project

Check points for broader community members to get together – after community consultation; key deliverables points

Communication plan to keep community stakeholders, area municipalities (mayors/counsellors), general community members to be developed.

Delegation report to county council regarding project. Important to be inclusive to provide update regarding project. Lynn will look at schedule.

5.0

Developing a Terms of Reference - DPRA

Draft will be developed by DPRA and circulated to steering committee members to review.

6.0

Update on the Situational Assessment – Ruth Sanderson – Manager Foundational Standards

See attachment for details

7.0

Next Steps – Review Action Items

1. DPRA to decrease number of public health staff consultations and increase community consultation
 2. Participants to submit any additional documents to DPRA to assist in the environmental review
 3. DPRA to send electronic copy of power point to Peter to be sent out to invitees who were not able to attend
 4. Participants to provide list of existing groups for DPRA to access for consultations
 5. DPRA/Peter – Confirm steering committee members. Meeting schedule to be developed (note – meetings to be rotated around the county)
 6. DPRA/Peter - Milestones to be communicated to larger group via Oxford Drug Strategy update and/or in person meeting
 7. Lynn – delegation report to county council (Mary to remind Lynn)
 8. DPRA to draft terms of reference for review by steering committee
 9. Sandy Jensen & Mike McMahon will provide Peter a tool for recruitment of people with lived experience/family/friend
 10. Peter/steering committee to discuss Honorarium for individual with lived experience to attend meetings
 11. Participants to review work plan and advise of any revisions to DPRA by January 15, 2018
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