

**Minutes**  
Champlain Regional Planning Table for  
Trans, Two Spirit, Intersex and Gender Diverse Health Services

Meeting: October 16, 2017. 6 - 9pm  
Location: Centretown CHC boardroom, 400 Cooper St., Ottawa

**Present**

Chris Clapp, Tammy DeGiovanni, James Fahey, Fae Johnstone, Karen Luyendyk, Maëlys McArdle, Devon McFarlane, Benny Michaud, Laurie Rektor (chair), Kaeden Seburn, Simone Thibault , Mel Thompson

Erin Flemming, Coordinator

**Regrets**

Jane Fjeld, David Hesidence, Jaina Tinker, Patricia Vincent

**1. Welcome**

We acknowledge and honour that we hold this meeting on unceded Algonquin Territory. To be present on this land is an honour, a privilege and not a right. Benny has offered to think about a better way to phrase the acknowledgement.

**3. Minutes**

Minutes of September 14, 2017 were approved

**4. Trainings in Champlain**

- Devon sought input on where and when to hold the trainings, including possible host agencies. Suggestions included: connect with University providers, Planned Parenthood Ottawa and the LHIN. RHO is also seeking a lead, local agency to coordinate logistics around training.
- Posting is up for the Clinical Educator Position; hope to have in place in December
- Lynsey from Centretown Community Health Centre will assist with interviews
- Primary care training will be full-day plus follow-up support/mentorship
- Six to eight clinical training's will be held
- Discussion of trainings in rural areas; Seaway Valley Community Health Centre feels they really need the peer-to-peer training/mentoring from a doctor; Rainbow Health Ontario just completed a clinical training in Barry's Bay.
- Simone will try and get the Montfort tied in to this project.
- Some expressed concern that the posting for the Clinical Educator was not phrased in a way that would attract trans folks. THIO wants positions that provide trans+ services to be staffed by trans+ individuals. Devon

indicated that the clinical expertise is important when working with physicians. Physicians are more likely to attend when the facilitator has a clinical background. Health care providers are seeking technical information from trainings.

**ACTION:**

- Table members to send suggested hosts/lead agencies to Devon
- Devon to review current Clinical Educator job posting

**5. Update on proposal to the Ministry of Health and Long-Term Care**

- Tammy delivered a presentation about CHEO's plan to work with Sick Kids in Toronto to submit a proposal to stabilize the services at CHEO and Sick Kids, working in parallel with RHO regarding primary care guidelines and capacity building.
- CHEO is hopes to have the Table support their proposal
- See attached presentation for details

**ACTION:**

- Devon will connect with Health Equity
- CHEO and Sick Kids will create proposals.
- CHEO will bring draft proposal to the Table for review

**6. Update on HSIP submitted to LHIN**

- James brought the HSIP to Senior Management
- Champlain LHIN is willing to provide \$150,000/year for the next two fiscal years (funding will end March 2020); funding supports the work of the Table and the creation of a system planner position
- LHIN is funding for only two years because of the newness of this work; will re-evaluate at end of March 2020
- LHIN does not cover administrative costs. Conversation around fatigue in the not-for-profit sector when operational costs are not supported by funders
- The Table will consider seeking additional support for work beyond that defined in the HSIP

**ACTION:**

- LHIN and Family Services Ottawa to work out details of HSIP

**7. Presentation to LHIN Board of Directors**

- Table will have 45 minutes; about half that time to be spent on questions
- Best to limit speakers - e.g. one agency and two community members

- Presentation should be similar to the one presented to the LHIN Senior Management in the summer
- Meeting is scheduled for November 22, 2017 at Wabano Aboriginal Health Centre. It is a public meeting which normally begins at 1:00 PM

**ACTION:**

- Send final slide deck to James by the beginning of November. James will review
- James to send out final agenda as it becomes available

**8. Terms of reference:**

Ideas proposed were the following...

- No important decisions made via email
- Develop an agreement between the LHIN and Table
- Consider shortening the length of meetings
- Review use of phones at meetings
- Clarity on member roles
- Process for decision making
- Process to replace members
- Term of membership
- Determine the parameters/scope of the Table - e.g. limited by the HSIP funding?
- Consider structuring agendas so that the first hour of the meeting is open dialogue/community updates
- Develop a clear work plan to enable the Table to focus on priority items
- Consider creating working groups
- Replace 'intersexed' replaced with 'intersex'
- Reference the report recommendations in the preamble
- Use Champlain region rather than Ottawa and surrounding region
- Update/change the Table's logo (e.g. symbol is not accurate, needs to reference more than Ottawa)
- Ensure a collaborative (we) culture for the Table
- Create a sub-committee to begin work on the updated Terms of Reference

**ACTION:**

- Erin to send out summary of draft/potential Terms of Reference ideas to sub-committee
- Sub-committee (Kaeden, Fae, Karen, Maëlys) to work on draft Terms of Reference. Bring to next Table meeting

**8. Other business:**

- Question was asked about whether community members will continue to be paid for their involvement in the Table (e.g. meetings and work

outside of meetings). The budget in the HSIP the resources to fund each community member for a total of 30 hours per year. This is based on 3 hours per meeting for 10 meetings each year.

- Some community members were concerned about the amount and indicated there should be more resources available to compensate individuals for their involvement in the Table.
- James indicated that the LHIN currently has several regional tables where the community members present volunteer their time

**ACTION:**

- Table to look into potential partners who could fund community member participation/engagement