**EXECUTIVE DIRECTOR REPORT**

**FEBRUARY AND MARCH 2020**

**Partner Agency Updates:**

1. **United Way East Ontario: 2020 Call for Proposals**

I confirmed with Fraser Scantlebury that we can submit two applications and strategized under which funding priority we should apply. I made it clear to Fraser that our priority was funding for Adult Diversion.

* 1. Submitted Document Checklist Feb 11, 2020
  2. Submitted Adult Diversion Proposal Feb 18th, 2020 for $14,000
  3. Submitted BE STRONG 2.0 in Youth Centres Proposal Feb 18th, 2020 for $15,000  
     Note: we will be notified in early May and the funding cycle is July 1, 2020 to June 30, 2021

1. **OPP Presentations**: I completed 8 platoon presentations

6:00am Carleton Place Detachment & 7:30a.m. Perth Detachment

* Monday Feb 10, Joellen & Sheri
* Thursday Feb 13, Joellen
* Friday Feb 14, Joellen
* Monday Feb 17, Joellen

The presentations went well as the police were very receptive and supportive of our program and appreciative of the coffee and muffins. Many good stories about the people we had helped were shared by officers.

I asked officers to sign-in (31 people) and challenged them to attend the polar bear plunge. So far, we have 7 yes’s (3 are senior staff and the interim chief), 4 maybe’s and several no’s that I am hopeful we can change into yes’s). I also got them to sign up for the golf tournament.

The new triple copy referral form has been revised and it ready to go to print. Thank you to Ross, Sheri and Stephen for their input.

1. **MAG:** Youth Justice Committee – Attended YJC Teleconference on Jan 30th. Agencies have reported an increasing number of sexual assault cases. Accordingly, all agencies reported varying ways of responding such as, do not accept, accept under certain circumstances, accept all. LCCJ is assessing these cases on a case by case basis.

**MAG Funding:** We have received confirmation of funding in the amount of

**$48,500**. I submitted the budget on Thursday March 5th, 2020.

1. **Perth & District Community Foundation: Restorative Families**

Suspended until further notice due to COVID -19:

The Teen Parenting Discussion Groups As part of our Restorative Families Program, Lanark County Community Justice is working in partnership with the Lanark, Leeds and Grenville District Health and together we are delivering:

**Teen Parenting Discussion Groups in Smiths Falls and Carleton Place**

Feb 24, March 2, 9, 23, 30th - from 5:30-7:30p.m. -Rideau Community Health Centre in Smiths Falls

Apr 2, 9, 16, 23, 30th - from 5:30 - 7:30p.m. - Lanark Community Programs in Carleton Place

**Update**: There was a Lake 88 Interview on Friday Feb 21st, 8:10a.m. Gwendy Lapp from Health Unit and Sheri Halladay. Plus 60 - 30 second ads X 2. The interview and ads on Lake 88 for the second session were cancelled due to COVID-19

**Update:** We had an average of 11-15 people attend the 3 sessions in Smiths Falls. According to the Health Unit these are record numbers. For future reference: advertising strategies included sending the flyer on Facebook by messenger to all schools, school boards, municipalities and agencies where you could personally message them and ask them to share it on their Facebook page. Also, the regular advertising on Lake 88, LCCJ Facebook, and Website. Finally, many flyers were distributed at presentations and around Smiths Falls and Carleton Place. Thank you to Brian, Aisha & Sheri for distributing the flyers.

I am in communication with the Perth and District Community Foundation about reporting requirements given the suspension of these parenting sessions.

1. **Investment Readiness Program**: The Investment Readiness Program (IRP) application was completed by Christine, Dave & Joellen, and put on hold for further investigation into the Lanark Child and Youth Service Collaborative meetings about shared services/modernization under the Ministry of Children, Youth and Community Services, as lead by Lanark, Leeds & Grenville Child and Family Services.

**Update:** Margo Bell attended the L,L & G Family and Child Services Collaborative meeting as they were discussing shared service/modernization, as proposed by Raymond Lemay the ED of Family and Children Services of L,L, & G (who is retiring in three weeks). His basic proposal was that the committee take the lead in coming up with a local strategy to amalgamate/share services/ modernize before the Ministry of Children, Youth and Services directs agencies to do this. In sum, the collaboration felt there was a need for more information about the purpose of the discussions in order to make a decision about taking the lead in collaborating with local agencies to discuss modernization/shared services/amalgamations.

**Follow-up to meeting**: Margo and Joellen met with Raymond Lemay later that afternoon to talk to him about the building we are in (he confirmed that it is for sale), our draft IRP application to look into purchasing the building and hear more about his ideas for shared services/modernization. He is very interested in brining agencies together in various form to save costs and work more efficiently. He was involved in a large amalgamation in Prescott Russell 10 years ago, where over 40 programs amalgamated under one ED. He reported some successes and challenges with the amalgamation. He highlighted the success of co-location savings, the creation of a 24/7 crisis response service, single intake, one-stop shopping for services and cost savings for overall infrastructure. Furthermore, he highlighted when cuts are made to certain programs there is more of a financial cushion to rely on for specific programs until a response to funding cuts can be put in place. He noted that when they make the decision to sell the building, we were in there were inquires made in the community to agencies about the availability of office space but there was little interest at that time. He indicated that his predecessor would also be interested in co-location and some shared services and it does not necessarily have to be an amalgamation of agencies.

Decision: Raymond Lemay will send us a power-point about the Prescott-Russell amalgamation process. Margo Bell will investigate if any local agencies have an interest in co-location, and then we will follow-up with the new ED of Fam, Children’s Services about space rental. Raymond noted that there are only about 16 people in the main building on Herriott St. and there may be office space for LCCJ if the building that we are in sells. He also indicated that there is office space in their other locations.

1. **Crown Update:**

**Federal Crown: John Chalmers.** Sheri met with John Chalmers the Federal Crown about a few cases involving youth where she shared LCCJ’s desire to have donations imposed by the courts sent to LCCJ when appropriate. John Chalmers agreed that this would be possible.

1. **BE STRONG 2.0 in Schools**: The application to Commonwell for BE STONG 2.0 as a response to conflict in schools has been started. Collaboration with the school boards has been difficult due to strike action and now COVID-19. Due on March 31st, 2020.
2. **Staffing**:

**Bookkeeper:** Theresa Welsh gave her resignation on Monday March 24th for personal reasons (working too much and wants more time with family), and she feels that LCCJ is now in a good financial position with good financial oversight as well as, procedures that she feels she is no longer needed. She expressed enjoying working with many of you and wished us all the best. At that time, she provided us with a potential bookkeeper who expressed interest. Accordingly, Dave, Theresa and I met with the potential candidate, but it was not a suitable match. The next week Theresa and I met with an Accountant Michelle Quigg but she did not have the time to allocate to our agency. She gave us the name of a bookkeeper in Smiths Falls who is still taking clients. Michelle was unaware of any local bookkeepers who were taking clients. We have a meeting tentatively scheduled for Friday March 20th with a bookkeeping service, Katie Palmaroy. It would be a contract not an employee bookkeeping position. This may affect our budget and may put additional financial responsibilities on the ED. I have reached out to our Auditor Carole Fuller to see if she had any recommendations. Theresa has agreed to stay on until we find a replacement.

1. **COVID -19 Response**:

**Staff**: The office will be closed until April 6th and we will reassess at that time. All staff will be working from home as much as possible. Telephone messages will be checked daily, and emails will be responded to regularly. If staff are going into the office they have been instructed to not go in on the same days, and to communicate office time with each other. Tentative plan: Joellen -Tuesdays, Sheri -Thursdays, Theresa – Fridays. The office will be checked bi-weekly for faxed referrals.

**Volunteers**: All volunteer activities have been temporarily suspended until April 6th at which time we will reassess.

**Communication**: All current clients, potential clients and justice partners have been informed of our decision to temporarily close the office. Information has been posted on our door, on our out-going telephone message, our Facebook page and Web-site etc…

**Programs**:

**Youth and Adult Diversion**: All cases are on hold. All clients have been contacted. Referrals are still being accepted. The courts are basically closed for people who are not in custody, and non-urgent matters beginning March 16th. Most matters will be adjourned for 10 weeks. If you would like more detailed information on the Ontario Court of Justice you can click on the following link: <https://www.ontariocourts.ca/ocj/>

**Restorative Families**: See item # 4. Furthermore, all family forums are suspended until April 6th at which time we will reassess. Case management by phone will continue to be provided by Sheri.

1. **Department of Justice: Victims and Survivors of Crime Week**

I submitted an application for $10,000 and we were approved for $7,500.

**Event**: MAY 28th, 2020 – Marlee Liss – Restorative Justice for Sexual Assault

(mark your calendars)

**May 27th,** Radio Interview Lake 88 around 4:00pm

Facilitator Meeting 6:30p.m.- 7:00p.m. Marlee Liss will provide a brief recount of your experience with the restorative justice forum and answer questions.

**May 28th** Guest Speaker & Workshop:

Justice partners (police, crown, judges, lawyers, diversion, probation and parole), and our community will be invited to hear guest speaker Marlee Liss tell her story about the use of restorative justice to address her sexual assault and/or participate in a workshop about the importance of restorative justice in repairing the harm.

Guest Speaker Marlee Liss 11:00am - 11:40 (+15 minutes for questions)

([www.marleeliss.com](http://www.marleeliss.com/))  
Marlee has worked with countless beings internationally to inspire transformative healing.  She published a book about her journey through sexual violence, trauma and transformation in 2017. Marlee is a rape survivor who participated in a Restorative Justice forum to resolve her case.

Lunch: 12:00pm – 1:00pm.  
  
Restorative Justice Integrated Workshop: ([www.rehumanizemovement.com](http://www.rehumanizemovement.com/)): 1:00pm to 3:00pm

Marlee Liss founded Re-Humanize Movement with her mother, in after experiencing a profoundly healing restorative justice process for sexual harm. Along with her mother Barbie Liss, Marlee will lead the workshop.

**Restorative Justice Integrated:**

* Educational Component: What is restorative justice? (Definition, principles, roots, benefits, addressing RJ myths)
* Interactive Component: Participants reflect on themes of forgiveness, repair and accountability within their own lives. Restorative approaches to justice are explored within varying contexts of their own lives (personal, family, work, community relationships); embodied learning strategies include reflection through writing, partner/group sharing, and mindfulness practices, including meditation and visualization
* Integrative Component: The group comes together to mastermind ways to implement restorative principles into their own lives; participants collectively create a toolkit of strategies and potential actionable changes to implement RJ into their daily lives
* Summation: Closing circle with space for sharing

1. **Insurance:** Insurance is due for renewal on May 8th, 2020. I have reached out to a second insurer for a comparison. Frank Cowan and Co. requires an updated abuse policy from LCCJ as our was deemed inadequate last year. Apparently, this was requested last year but was never done and the insurers did not realize it was incomplete. I was unaware of this requirement as I was hired after the insurance was purchased.

**Action**: Does anyone wand to volunteer to take a first run at re-drafting the Abuse Policy?

1. **Sign-up Sheet**: Please see the email I sent all of you about getting people to tentatively sign up for the Polar Bear Plunge, the Nine and Dine Golf Tournament (link to register is on our website and the flyers I sent you), and the consent to receive communication about fundraisers by LCCJ and general information.
2. **Monthly and One**-Time Donation Form: completed

**Action**: Handout for donations to be given out at the meeting suspended until we meet in person