



KINGSTON FRONTENAC
Anti-Violence Coordinating Committee
working together to decrease domestic and sexual violence

KFACC Membership Meeting

Thursday March 1, 2018, 9:00 AM – 10:30 AM

The Community Room, Kingston Police Headquarters

705 Division St, Kingston, ON.

MINUTES

Attendees:

Antje McNeely, Brea Hutchinson, Julie Vanden Akker, Kathy Cabral, Kim Graham, Lousanne Rode, Lisa Fox, Bianca Mashi, Larissa Donovan, Julie Parent, Debbie Klassen, Elizabeth Peterson

Regrets:

Pam Havery, Sarah Hynes, Katie Clarke, Sharon Ash, Kathy Reid, Kathy Brunelle, Barbara Hough, Michelle Zigman, Elizabeth Stevenson, Shane Wannamaker, Sgt. Moore, Kelly Rathwell, Colleen Fairholme, Michele Arsenaault, Terri Kennedy, Elayne Furoy, Kathy Thompson, Kim Irvine-Albano, Margot Coulter, Jean Quinn, Jane Lewis, Gaitree Oogarah, Kevin Raison, Tamara White,

1. Welcome and Introductions: *Antje McNeeley, Kingston Police, Co-Chair KFACC*

2. Approval of Agenda

- Approved with no changes

3. Approval of Minutes from February 1, 2018

- Approved with no changes

4. Call for Conflicts of Interest / Respectful Communication

- No conflicts announced

5. Action Items from February 1, 2018 Meeting

5. A. ARAO Training

- Received the contract from Adobe Consulting Services for the Beth Jordan ARAO training tentatively set for June 7 and 8, 2018.

This price includes all consultants' cost; prep time, meeting time, travel and accommodation costs, materials and all out of pocket expenses. It is understood that this cost does not include the reproduction; photocopying or courier costs related to this project and those costs would be the sole responsibility of KFACC.

- **Decision:** wait for Victims Week funding to be approved in mid-March and if the funding is enough go forward with the training.
- Antje to contact Beth Jordan to ask for the dates to be held.

- **Consensus:** Have one senior manager and one lead from the Agencies to help implement through the Agencies and community. Goal of developing a concrete plan for the Agencies as changes will need to happen to the policies moving forward.
Ask the Signatory Partners to be involved as this will lead to changes in the Protocols.
- Preliminary details: 40 attendees, deposit 2017 fiscal year/balance 2018 fiscal year
- Need to choose a venue
- The Diversity Workgroup will develop the ARAO training for the community based off of Beth's training, they will also be looking at OAITH materials to combine with Beth's for the Kingston initiative

5. B. Workgroup Terms of Reference (TOR) and Budget Planning

- Templates for Workgroup TOR, Agendas, Minutes, Work-plans and Budget-plans were sent out January 24th by Anna to all of the Workgroups
- TOR are in place for all groups except the Protocol Workgroup

5. C. Social Media Training

- Brea will look at the costs and a potential timeline for May/June 2018
- No further update at this time

7. Workgroup Update

- **Safety Planning Workgroup**
 - ⇒ Held a 2 hour focus group at KIH where attendees looked at the risk assessment and gave feedback.
 - ⇒ Asked about safety planning communication methods with them and got feedback regarding phones, texts etc.
- **Diversity Workgroup**
 - ⇒ Finished Terms of Reference and Budget Workplan
 - ⇒ Will be working on the guidelines in April
 - ⇒ Looking at holding a Lunch N Learn
- **Communication & Media Workgroup**
 - ⇒ Finished Terms of Reference
- **Public Education & Advocacy Workgroup**
 - ⇒ Finished Terms of Reference and Budget Workplan started
 - ⇒ Following up with feedback from the HT Knowledge Exchange
 - ⇒ \$330 left in budget and will be using it up printing and laminating the response tree.
- **Protocol Workgroup**
 - ⇒ Meeting today and working on the Terms of Reference and Budget Workplan
- **KAVAC**
 - ⇒ No update
- **Administrative Workgroup**

⇒ No Update

7. Community Updates

9. Next Meeting

Thursday April 5, 2018 @ 9:00AM - 10:30AM

*Kingston Police Force Headquarters in the Community Room,
705 Division St, Kingston, ON*