



KFACC Membership Meeting

Thursday November 1, 2018, 9:00 AM – 10:30 AM
The Executive Boardroom, Kingston Police Headquarters
705 Division St, Kingston, ON.

MINUTES

Attendees:

Kim Irvine-Albano, Antje McNeely, Paula Laughlin, Julie Parent, Kim Graham, Jane Lewis, Debbie Klassen, Kevin Raison, Jean Quinn, Jackie Smith, Anya Brooker,

Regrets:

Pam Havery, Margot Coulter, Sarah Hynes, Sharon Ash, Kathy Reid, Kathy Brunelle, Barbara Hough, Michelle Zigman, Elizabeth Stevenson, Kelly Rathwell, Colleen Fairholme, Gaitree Oogarah, Kathy Cabral, Larissa Donovan, Elizabeth Peterson, Tara Reid, Sue Smith, Susan Potvin, Lousanne Rode, Brea Hutchinson, Martha Dougherty, Alicia Audet, Michele Arsenault, Kathy Thompson, Laurie Rabbie, Tamara White, Lisa Fox, Alicia Dornan, Terri Kennedy,

1. Welcome and Introductions: *Kim Irvine-Albano, Resolve, Co-Chair KFACC*

2. Approval of Agenda

3. Approval of Minutes from October 4, 2018

- Approved with no changes

4. Call for Conflicts of Interest / Respectful Communication

- No conflicts announced

5. Action Items from October 4, 2018 Meeting (Highlighted)

5. A. KFACC Incorporation of ARAO Values/Indigenous Acknowledgement

- KFACC will now be using 4 Four Directions Indigenous Centre's acknowledgement at each meeting going forward
- Anna has updated the KFACC Community Group Grant Application Form to include "How does this initiative include an Anti-Racist/Anti-Oppression framework?" to the "Description of Event/Activity" in bullet point format and has posted it on the website.
- Anna will be updating the KFACC Welcome Kit and Community Membership Form with an ARAO perspective. No deadline.
 - Julie Parent may have someone available to proof after editing has been completed. Will send information to Anna

5. B. Workgroup Dissolution/Merging

- The Safety Planning Workgroup will be dissolving after the initial Safety Planning Form training has been completed. It will be included in the two Protocol Workgroup training sessions schedules for November 26 and 29, 2018.
- The Public Education and Advocacy Workgroup and the Communication and Media Workgroup have decided to merge due to a crossover on topics. A new name will be chosen at the first combined meeting on at 1:00 PM on November 12th at Resolve.
- Workgroup will be taking on the Social Media training

5. C. Workgroups Increase Community Presence

- Need to look at increasing KFACC's presence at community events such as Dec. 6th National Day of Remembrance and Action on Violence Against Women, Take Back the Night, Pride etc. through media, handouts and booths. Need to become more engaged at events and have KFACC materials at other Agency events.
 - Are there sub-groups to manage specific events and provide presence?
- The public does not understand KFACC. It is important that the community sees continuity between KFACC and the Agencies. Question: What do the Workgroups think about moving more to educating the community (looking outwards instead of inwards) rather than educating ourselves?
 - Tabling a booth at events – Who would represent KFACC at the booth?
 - **Need a poster (with Agency logos) and brochures – Anna to create.** Agencies to send Anna their logos ASAP. Have available at each Agencies booth on Dec. 6th.
 - Invite Community to join KFACC and become members
 - Utilize advertisements
 - Utilize the KFACC banner
- To go to Administrative Group
 - Administrative Group to respond to events/specific dates on behalf of KFACC with media releases in a timely manner (*i.e.*, December 6) as they have the authority to speak for KFACC
 - Events and training information from the Agencies needs to be sent to Anna consistently for dissemination to the Members – direction from ED's needed across agencies

5. D. ARAO Ground Rules

- Going forward the Membership agrees to have the ARAO Ground Rules on the Agenda for Membership meetings. One point will be discussed at each meeting starting at the December 6th meeting.
- **Anna to send out the ARAO Ground Rules to the Membership**

6. Workgroup Updates

- **Safety Planning Workgroup**
 - ⇒ The Risk Assessment Checklist is done and is presently being translated to French and Arabic. It will be posted with its own link one the header on the KFACC webpage when completed in PDF fillable format that can be filled out online and

printed or downloaded. The checklist will be rolled out at the Protocol Workgroup training on November 26 and 29, 2018.

- ***Diversity Workgroup***

- ⇒ Julie Parent – group has not been responding to emails and she will try to get in touch with them again. Request for additional members made.

- ***Communication & Media Workgroup***

- ⇒ Merging with the Public Education and Advocacy Workgroup.

- ***Public Education & Advocacy Workgroup***

- ⇒ OAITH does not have any Social Media training that could be adapted for our area. The new merged Workgroup will review at the next meeting.

- ⇒ The human trafficking initiative has grown into the KFLA Anti Human Trafficking Working Group which is an independent group from KFACC. Now looking at other topics/initiatives such as sex education knowledge gaps (go into schools), driving the education through social media education, paid Instagram ads etc.

- ***Protocol Workgroup***

- ⇒ Combined Protocol and Safety Planning Workgroup training to be held on November 26 and 29

- Anna to set up the Eventbrite invitations and create a poster

- Anna to send out to membership

- Risk Assessment Checklist to be posted on the KFACC webpage to coincide with the training

- ***KAVAC***

- ⇒ “Faces of Abuse”: Working on an insert for the pamphlet as well as a 30 second to one minute public service announcement.

- ⇒ Looking for new members – looking at articles in the Whig and KTW

- ⇒ Waiting on elections until new members join

- ***Administrative Workgroup***

- ⇒ Mainly weaved into the meeting today

8. Community Updates

9. Next Meeting

Thursday December 6, 2018 @ 9:00AM - 10:30AM

Kingston Police Force Headquarters,

705 Division St, Kingston, ON