

OASIS

Business Resource Committee (OBRC)

Work Plan 2016- 2017

UPDATED 2016-03-31

This OASIS Board approved 2015-2016 work plan brings continuity to the projects started in 2014-2015, with additional emphasis on developing collective strategies regarding networking and information sharing.

The work plan follows the major headings of the Terms of Reference and in each instance, details how the OASIS Business Resource Committee plans to address each item.

AREAS OF FOCUS

1. Networking, sharing of information and best practices within the sector relating to finance and administration, and engaging with DS agencies in the sector
2. Tracking administrative and legislative initiatives and providing constructive feedback to ministries on behalf of DS agencies through OASIS
3. Working collaboratively with the ministry and assisting in any pilot projects that will benefit the agencies and the sector

FOCUS	INITIATIVE	PROJECTS	DESIRED OUTCOMES
Networking, sharing of information and best practices within the sector relating to finance and administration, and engaging with DS agencies in the sector	<ul style="list-style-type: none">• Sponsoring and engaging with DSFG• Sharing information through OASIS website• Flowing projects up and down through DSFG to ensure sector issues and feedback is reflected• Promoting best practices within DS sector in areas of finance and administration	<ul style="list-style-type: none">• Connecting with Back office purchasing organizations- OECM, Health pro, OHA to provide VOR access to all agencies in DS sector and developing a process for access• Collecting sector information on an annual basis to develop aggregate indicators similar to those used by the ministry that can be used by individual agencies to compare their indicators to the aggregate and improve their operations	<ul style="list-style-type: none">• Provide the sector with an opportunity to access as many VOR as possible on order to save on procurement. Work with MOF/OECM on the VOR project for DS sector. OBRC functions as the control group• Provide sector with indicators similar to the ones tracked by MCSS in order to improve data quality, data integrity and to promote consistency and best practices during data entry• Develop best

		<ul style="list-style-type: none"> Looking for RDSP options for individuals who are able to consent but have no plan holders Continuously improve and update the Policy Options manual as new information becomes available 	<p>practices for providing individuals with supported banking and RDSP through navigation of legal issues with assistance from those in the sector with legal background</p> <ul style="list-style-type: none"> Self-explanatory suggestion additions to manual- review and options for IF budgets and fee for service budgets.
Tracking administrative and legislative initiatives and providing constructive feedback to ministries on behalf of DS agencies through OASIS	<ul style="list-style-type: none"> Tracking administrative and legislative developments and their impact on DS agencies Using the analysis to develop constructive feedback to ministry or government through OASIS 	<ul style="list-style-type: none"> Currently there are initiatives such as the fire marshals act which will have significant cost/staffing implications on agency residences 	<ul style="list-style-type: none"> sharing of the decision tree used by agency for use across the sector to identify requirements for compliance with the fire Marshalls act possible submission to the ministry of funding that may be required to bring sector residences into compliance
Working collaboratively with the ministry and assisting in any pilot projects that will benefit the agencies and the sector	<ul style="list-style-type: none"> Continuing to collaborate with the ministry on financial and administrative initiatives relevant to the sector by regular contact Assisting the ministry with pilot projects that will benefit the sector and DS agencies 	<ul style="list-style-type: none"> Contact with ministry policy branch on work done regarding transformation Contact with the ministry regarding updates to ministry budget and expenditure guidelines documents Feedback to ministry on shortened timelines for quarterly 	<ul style="list-style-type: none"> Possible pilot projects on testing the resource allocation model on existing individualized budgets Possible pilot project with ministry regarding group purchasing (different from the VOR above) Sector feedback was gathered and provided to ministry

		reports	with a request to reconsider
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Committee Composition:

2015-2016 Business Resource Committee Members

REGION	MEMBER	AGENCY
North	Rhonda Stone	Community Living Algoma
Central East	Margaret Patrowicz	New Leaf
Central west/provincial	Angelica McKay	Christian Horizons
Eastern	Joanne Stolte	Kerry's Place Autism Services
Hamilton Niagara	April Papineau	Community Living Haldimand
Toronto	Flavian Pinto	Community Living Toronto
South East	Darlene Ryan (Chair)	Community Living Prince Edward
South West	Brian Sim-Little	Community Living London
OASIS Board	Sally Ginter	Kerry's Place Autism Services

Frequency of Meetings:

Scheduled as follows:

1. September 24th 2015
2. December 4th 2015
3. March 31st 2016
4. June 16th 2016

Accountability:

1. Meeting notes posted to the OASIS website after Board approval
2. Annual Report submitted to the Board normally after the June meeting