

**DEVELOPMENTAL SERVICES
FINANCE GROUP MEETING
DSFG
LOCATION- CHRISTIAN HORIZONS
155 DEERHIDE CR
HWY 400/FINCH AVENUE AREA
AGENDA AND SUMMARY OF MEETING
JUNE 17 2016**

- OTN event #
- Audio dial-in number
- OTN service desk number

(Meeting Schedule 2016- Tentatively on April 1st and June 17th at Christian Horizons Toronto with shadow Lake meeting on September 15th 16th)

AGENDA FOR JUNE 17 2016 PLANNING GROUP MC:

AGENDA	CONTEXT	SUMMARY
1. Arrival /Roll call of VC/Welcome	<ul style="list-style-type: none"> • Arrival • Refreshments 	Participants arrived for the meeting and were welcomed. Those participating by VC were acknowledged
2. Ongoing Items	<ul style="list-style-type: none"> • Housekeeping items • Status –Meeting Fund • Questions from last meeting • Agenda for today 	Participants were provided an update on housekeeping matters and an overview of the agenda for the day REF P1-agenda and summary of meeting
3. OBRC Update	<ul style="list-style-type: none"> • Update from most recent meeting and work plan 	OBRC had met the day before- their work plan and projects that were being worked on were presented REF-P2- Updates and Workplan for 2016-17
4. PROJECT UPDATES	<ul style="list-style-type: none"> • DATA TRANSFER • MDP- 	Participants were updated on projects currently ongoing and closed

<p>RESOURCE GROUP UPDATES</p>	<p>Residential/Passport modules</p> <ul style="list-style-type: none"> • Planning for Q4 INFORMATION- 2015-16 • OBRC Policy Manual • Supported banking-debrief • OECM-Q and A 	<ul style="list-style-type: none"> • Data transfer- John from CH presented a short video updating on the data transfer project- a PDF version is posted-REF P3-update on the data transfer project • MDP- Residential and Passport modules- there was no presentation. Verbal updates were presented by Darts solutions and Flavian- at the meeting in Shadow Lake in September both modules will be demonstrated –Action Flavian to Darts Solution • Planning for Q4 information- Casey will be sending an extraction tool to gather the data – aggregate level information will be presented at Shadow Lake –Action Casey • OBRC Policy Manual- Verbal update project was deferred to the summer- expect to finalize and present at Shadow Lake- Action Flavian • Supported Banking- Verbal update process now in place to provide supported banking at CLT to those who can consent and trust banking to those who cannot consent-should agencies be interested in CLT process to apply to their agencies email Flavian • OECM- This VOR project is now completed- agencies can still sign on to the OECM website and access their VOR if the prices are lower at this time there is no membership fee-Closed
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<p>5. FOCUS-ISSUE 1</p>	<ul style="list-style-type: none"> • NETWOR/OASIS PROJECTS- <i>these are projects which came as a result of wanting to partner with the ministry to advance transformation and leading practices</i> • FINANCIAL ACCOUNTABILITY • INDIVIDUALIZED BUDGETING • INDIVIDUALIZED FUNDING REPORTS- CLO/OASIS 	<ul style="list-style-type: none"> • Rose from CL Essex provided an overview of the CLO and OASIS documents on Individualized funding. Presentation and documents are posted –requesting feedback so that it can be summarized and sent to CLO and to OASIS-REF-P4-review of CLO and OASIS funding reports , REF P5 Funding Report CLO, REF P6-Funding report OASIS, REF P7- Funding report Network • Financial Accountability- Project deferred to summer and will be presented at Shadow Lake –Action Flavian • Individualized budgeting- Verbal update – The project consists of two parts –first part consists of developing an Individualized budgeting template , breaking down the service contract into individual budgets, recommending policy options to the ministry. Second part consists of consolidating the current online tools into a single suite of tolls to allow agencies and individuals to use them to manage funding through a license – requesting that as many agencies as possible to participate in this pilot- Next update at Shadow Lake
<p>6. FOCUS ISSUE 2</p>	<p>Business documents - new requirement by MCSS- discussion of models</p>	<p>Information from the ministry on reference documents to assist agencies to create business documents was discussed</p> <p>Creating an annual report that provides information required under the directives on business documents was discussed</p>

		REF P8- email from ministry- on references for business documents REF P9- directive from ministry re business documents
7. FOCUS ISSUE 3	Merger of two agencies – a case study on integration of administration and infrastructure	Angelica from CH presented a case study on amalgamation of a smaller agency with CH REF P10 case study on amalgamation is posted
8. Feedback /Conclusion /adjournment	Closing feedback/comments	WSIB was deferred to the September meeting at Shadow lake-Action Flavian to April- There was however discussion on the fact that agencies will be classed in the nursing homes category which will increase WSIB rates and costs-OPTOUT option is still available with payment of a hefty exit fee- several agencies noted that it is worth paying the exit fee as it will be recovered through lower premiums within a short time period- action research this option when presenting at Shadow Lake Next Meeting will be at Shadow Lake on September 15th and 16th