

Preamble

OPADD is a provincial initiative that was agreed upon jointly by the leaders of the Ministry of Health and Long-term Care (MOHLTC) and the leaders of the Ministry of Community and Social Services (MCSS). The mandate of both Ministries is to support both seniors and individuals with other developmental disabilities and their families.

The Champlain Planning Committee was struck in early 2006. After extensive consultations in 2006 involving over 300 individuals and agencies in Ottawa and neighbouring areas, an action plan was developed at a conference held in October 2006.

Questions about the role of the Planning Committee arose in the discussions about the Aging at Home initiative of the Champlain Local Health Integration Network (LHIN). For example, should the Committee vet, advise and/or approve Expressions of Interest before they are submitted to the LHIN.

1. Purpose

1.1 The purpose of the Champlain OPADD Planning Committee is to provide advice and feedback to the Champlain LHIN Geriatric Advisory Committee and the Regional Systems Planning Table of the Eastern MCSS Regional Office to ensure both sectors work collaboratively on directions, policies, and services as they affect older adults with developmental disabilities and their families.

2. Objectives

The objectives of the Planning Committee are:

2.1 to act as a resource to the LHIN Champlain Geriatric Advisory Committee and Regional Systems Planning Table of the Eastern MCSS Regional Office on planning, implementation and evaluation of services and activities of benefit to older adults with developmental disabilities and their families.

2.2 to serve as a formal mechanism to exchange ideas and concerns related to older adults with developmental disabilities and their families, as identified by committee members and their constituents in Ottawa and neighbouring areas.

2.3 to serve as a communications vehicle to the community of Ottawa and neighbouring areas on the work and plans related to older adults with developmental disabilities and their families.

2.4 to decide on the Committee's role with new or alterations to existing programs/services for individuals with developmental disabilities and their families.

3. Membership

3.1 The Committee may comprise representatives of the provider organizations and consumer groups within Ottawa and neighbouring areas as defined by the Champlain LHIN and the Eastern MCSS Regional Office.

3.2 In the future, membership may include, but not be limited to, representatives from the following organizations in the catchment area:

- Community physician representing Family Health Teams, Family Health Organizations and/or Community Health Centres

- Stormont, Dundas, Glengarry Services Coordination Committee
- Champlain Health Integration Network
- Champlain Community Care Access Centre
- Community Network of Specialized Care, Eastern Ontario
- Élisabeth Bruyère Research Institute
- Families Matter Cooperative
- Ministry of Community and Social Services
- Ottawa Council of Women
- Ottawa-Carleton Association for People with Developmental Disabilities
- Social Planning Council of Ottawa
- Dual Diagnosis Consultation Outreach Team, Royal Ottawa Mental Health Centre
- Service Coordination, MCSS
- Multicultural Health Coalition
- The Ottawa Chamber of Commerce
- Réseau des services de santé en français de l'est de l'Ontario
- Association canadienne-française de l'Ontario
- L'Arche Ottawa
- La Fédération des aînés et retraités francophones de l'Ontario(FAFO)
- Ontario Long-term Care Association
- Ontario Association of Not-for Profit Homes and Services for Seniors
- Developmental Services of Ottawa
- The Council on Aging of Ottawa
- City of Ottawa

3.4 In the event that the Committee determines its membership or terms of reference not to be appropriate, it shall have the power to recommend to the Champlain Geriatric Advisory Committee and the Regional Systems Planning Table of the Eastern MCSS Regional Office amendments to these Terms of Reference.

3.5 Membership is at the invitation of the Champlain Geriatric Advisory Committee and the Regional Systems Planning Table of the Eastern MCSS Regional Office.

3.6 The Committee shall elect by secret ballot annually in June the Chair from its membership. The Champlain Geriatric Advisory Committee and Regional Systems Planning Table of the Eastern MCSS Regional Office together shall appoint the Vice-Chair of the Committee.

3.7 The Committee may establish task forces, as agreed to or requested by the Champlain Geriatric Advisory Committee or the Regional Systems Planning Table of the Eastern MCSS Regional Office to investigate and address specific issues and to report thereon to the Champlain Geriatric Advisory Committee and/or the Regional Systems Planning Table of the Eastern MCSS Regional Office.

4. Reporting

4.1 The Planning Committee reports at least annually to the Champlain Geriatric Advisory Committee and the Regional Systems Planning Table of the Eastern MCSS Regional Office.

5. Quorum

5.1 A quorum will comprise five Committee members.

6. Process

6.1 The Planning Committee shall meet on the second Tuesday of every month except in July, August and December. An agenda for each meeting shall be sent two weeks prior to the meeting. Members of the Committee will be encouraged to contribute to the agenda.

6.2 This Committee strives to make decisions through consensus.

6.3 The Committee will produce an annual work plan.

April 16, 2008