

Managers' Reports

Request for Recommendation Priorities Committee



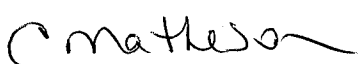
Type of Decision										
Meeting Date	January 28 th 2004				Report Date	January 20 th 2004				
Recommendation	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High	<input type="checkbox"/>	Low	
	Direction Only				Type of Meeting	<input type="checkbox"/>	Open	<input type="checkbox"/>	Closed	

Report Title
Mayor and Council Roundtables

Policy Implications + Budget Impact	
<input type="checkbox"/>	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified
<p>No Financial Impact</p>	
<input checked="" type="checkbox"/>	Background attached

Recommendation	
<p>WHEREAS the Mayor and council have prioritized three policy/community development areas as children, seniors and physician recruitment and retention;</p> <p>THEREFORE BE IT RESOLVED that the following Mayor and Council Roundtables be established; Children First, Seniors and Physician Recruitment and Retention,</p> <p>THAT new members be recruited through a public call; and</p> <p>THAT the Terms of Reference included in this report be adopted.</p>	
<input type="checkbox"/>	Recommendation attached

Recommended by the General Manager


 Catherine Matheson
 General Manager, Health and Social Services

Recommended by the C.A.O.


 Mark Mieto
 C.A.O.

Date: January 28th, 2004

Report Authored By



Stephanie Leclair
Policy/Community Developer

Division Review

1.0 BACKGROUND

This report provides revised terms of reference for the reconstituted Mayor and Council Roundtables on children, seniors and recruitment and retention of physicians. During the term of the last Council, these three Roundtables were formed and found to be successful in meeting their objectives over the course of the past three years. Consequently, it is recommended that the terms of reference for these Roundtables be revised and acted upon for the period of the term of this Council.

MAYOR AND COUNCIL'S "CHILDREN FIRST" ROUNDTABLE

The Mayor and Council's "Children First" Roundtable is a committed partnership of elected representatives, local experts, businesses and citizens working together to build a sense of civic responsibility to improve the quality of life for children and youth. The roundtable is guided by the "Children First" charter which was endorsed by council in June 2002 and advises the Mayor and members of Council on children's issues.

MAYOR AND COUNCIL'S ROUNDTABLE ON SENIORS'

The Mayor and Council's Roundtable on Seniors' represents the diversity of older adults fifty-five years of age and over, within the City of Greater Sudbury, working together to promote, maintain and enhance their quality of life through consultation, education, advice and advocacy.

COMMUNITY ROUNDTABLE ON PHYSICIAN RECRUITMENT AND RETENTION

The Community Roundtable on Physician Recruitment and Retention is committed to ensuring that the delivery of health care be accessible to the community and that the City of Greater Sudbury remain competitive and progressive in its options and approaches to the recruitment and retention of physicians.

2.0 SUMMARY

Terms of Reference for the three proposed Roundtables are attached to this report. Each Roundtable will be composed of 12 members of the community. The specific goals and objectives are detailed in each Term of Reference. While 50% of the previous roundtable members will be returning, the other 50% will be selected from members of the community through a recruitment process.

**Mayor and Council's "CHILDREN FIRST" ROUNDTABLE
TERMS OF REFERENCE - 2004 TO 2006**

1.0 MISSION STATEMENT

The Mayor and Council's "Children First" Roundtable is a committed partnership of elected representatives, local experts, businesses and citizens working together to build a sense of civic responsibility to improve the quality of life for children and youth.

2.0 PURPOSE

The Mayor and Council's "Children First" Roundtable is guided by the charter endorsed by council in June 2002 to advise the Mayor and members of Council on children's issues and to take a leadership role in promoting efforts in our community which put children first.

3.0 GOALS

- 3.1 To act as a support to the Mayor and Council on matters relating to children and youth by providing advice, information and recommendations on the development of policies and programs to address the needs of ALL children and youth in the City of Greater Sudbury.
- 3.2 To encourage and promote Sudbury's efforts to put children and youth first by:
 - a) Increasing awareness of the importance of healthy child and human development.
- 3.3 To ensure that information that measures the community's progress in becoming more child and youth friendly is collected and disseminated.
- 3.4 To support strategies that foster and promote Sudbury's capacity to support healthy child and human development, with special attention for those who are disadvantaged due to poverty or any other factors that put them at risk.

4.0 OBJECTIVES

- 4.1 To ensure a public awareness and education communication strategy is developed with key messages in order to promote healthy lifestyles, quality of life and social cohesion that will improve our community's health determinants.
- 4.2 To monitor a set of indicators to determine our community's progress in putting "Children First" and to engage local researchers in that regard.
- 4.3 To develop an annual work plan to further focus the community on initiatives that put children first.
- 4.4 Engage community stakeholders, in the private and public sector partnerships to create innovative ways of stimulating our children and encouraging progressive opportunities that will ignite curiosity for fields of endeavour such as mining, technology and health.

5.0 STRUCTURE

The Mayor and Council's "Children First" Roundtable shall consist of a membership of twelve (12). At least four (4) members shall be citizens with interests and experience related to children's issues and at least eight (8) shall be invited community "experts" representing sectors such as: education, research and planning, labour, health, recreation, early child development, non governmental fundraising group, child welfare, media/marketing and business, and others. The membership must be able to represent the diversities within our children's population related to culture, language, abilities and age. The Mayor or his designate will act as Chair. Previous members will assume 50% of the roundtable structure.

6.0 CRITERIA FOR MEMBERSHIP

- 6.1 Citizen members must be parents or have broad experience with children and young people.
- 6.2 Community "expert" members must have depth of experience working with children and must have a solid knowledge of their wider sector (for example education).

7.0 SELECTION OF MEMBERS

- 7.1 Citizen positions on the Mayor and Council's "Children First" Roundtable will be advertised in local media. Past members can apply by submitting their intent in the form of a letter.
- 7.2 Applications for citizen positions must be made on an approved application form that will include the following:
 - a) prospective member's experience with children and youth and/or interest in children's issues
 - b) prospective member's community involvement
 - c) references
 - d) police check
- 7.3 Selections for citizen positions will be made using standardized selection criteria.
- 7.4 Identified prospective members will submit a letter of intention outlining their experience with children's issues and their knowledge and involvement within their sector and their willingness to be considered for the Roundtable.
- 7.5 Final selections for citizen and community "expert" positions will be made by City Council, at a City Council meeting. Replacement or new members will be recommended to Council.
- 7.6 The term of office will be for the duration of the current Council.
- 7.7 An ability to represent the diverse cultures, languages, ages and abilities of Sudbury's children will be considered an asset in the selection process.

8.0 OPERATIONS

- 8.1 The Mayor and Council's "Children First" Roundtable will meet a minimum of once every two months.
- 8.2 Members must attend meetings. Members who miss two consecutive regular meetings without an acceptable reason will lose their membership.
- 8.3 Decisions of the Roundtable will be made by consensus. A quorum of seven members must be reached in order to make binding decisions.
- 8.4 Staff support for Roundtable activities will be provided by the departments of Health and Social Services.
- 8.5 All communications regarding the Roundtable must be approved by the Roundtable.

9.0 REPORTING

Article 34, Advisory Panels, in the Council Procedure By-Law sets out the authority under which the Mayor and Council's "Children First" Roundtable will operate.

**Mayor and Council's Roundtable on Senior's Issues
Terms of Reference 2004-2006**

1.0 MISSION STATEMENT

The Mayor and Council's Committee on Seniors' Issues represents the diversity of older adults fifty-five years of age and over, within the City of Greater Sudbury, working together to promote, maintain and enhance their quality of life through consultation, education, advice and advocacy.

2.0 PURPOSE

To advise the Mayor and Council on Seniors' Issues.

3.0 GOALS

- 3.1 To respond to requests from the Mayor and Council on matters relating to older adults.
- 3.2 To promote the development and creation of opportunities for self-help and personal growth of older adults.
- 3.3 To enhance the sense of self-worth of older adults in order to maximize their contribution to society.

4.0 OBJECTIVES

- 4.1 To address the needs of an aging population through research, consultation and advising on policy development.
- 4.2 To ensure older adults are actively involved in planning for their concerns.
- 4.3 To assist in the development of information and referral mechanisms for seniors, and advise on the creation of advocacy channels for seniors in the City of Greater Sudbury.

5.0 STRUCTURE

The Mayor and Council's Committee on Seniors' Issues shall consist of a membership of twelve(12), two from each of six wards, and the Mayor or his Designate, who will act as Chair.

6.0 CRITERIA FOR MEMBERSHIP

- 6.1 Members must be fifty-five years of age or over.
- 6.2 Two representatives from each ward.

7.0 SELECTION OF MEMBERS

- 7.1 Citizen positions on the Mayor and Council's Roundtable on Seniors' will be advertised in local media. Past members can apply by submitting their intent in the form of a letter.

- 7.2 Applications for citizen positions must be made on an approved application form that will include the following:
- a) prospective member's interest in Seniors' issues
 - b) prospective member's community involvement
 - c) references
 - d) police check
 - e) knowledge of their ward
- 7.3 Selections for citizen positions will be made using standardized selection criteria.
- 7.4 Identified prospective members will submit a letter of intention outlining their interest in Seniors' issues and their knowledge and involvement within their sector and their willingness to be considered for the Roundtable.
- 7.5 Final selections for citizen positions will be made by City Council, at a City Council meeting. Replacement or new members will be recommended to Council.
- 7.6 The term of office will be for the duration of the current Council.
- 7.7 An ability to represent the diverse cultures, languages and abilities of our community will be considered an asset in the selection process.

8.0 OPERATIONS

- 8.1 The Mayor and Council's Roundtable on Seniors' issues will meet a minimum of once every two months.
- 8.2 Members must attend meetings. Members who miss two consecutive regular meetings without an acceptable reason will lose their membership.
- 8.3 Decisions of the Roundtable will be made by consensus. A quorum of seven members must be reached in order to make binding decisions.
- 8.4 Staff support for Roundtable activities will be provided by the departments of Health and Social Services.
- 8.5 All communications regarding the Roundtable must be approved by the Roundtable.

9.0 REPORTING

Article 34, Advisory Panels in the Council Procedure By-Law sets out the authority under which MCCSI will operate.

**Mayor and Council's Roundtable on Physician Recruitment and Retention
Terms of Reference 2004-2006**

1.0 Mission Statement

The Roundtable on Physician Recruitment and Retention is committed to ensuring that the delivery of health care be accessible to the community and that the City of Greater Sudbury remain competitive and progressive in its options and approaches to the recruitment and retention of physicians.

2.0 Purpose

The Community Roundtable on Physician Recruitment and Retention was created to address the shortage of health care professionals within our city.

3.0 Goals

To address the current shortage of medical practitioners in the City of Greater Sudbury and to identify initiatives for the City's three year strategic plan which will:

3.1 contribute to the recruitment of health professionals to our community;

3.2 recognize the contribution of existing health care professionals and acknowledge their importance to health care delivery and lead to greater retention and satisfaction;

3.3 position our community as a desirable and welcoming health care community.

4.0 Objectives

4.1 To bring together representation of stakeholders from elected officials, health sector, business and other community partners and who will as a group address the community needs within community resources;

4.2 To attend provincial, national, recruitment fairs.

4.3 To ensure that a sustained plan for retention is put in place.

4.4 To create a spousal network whereby the needs of the partner and families are addressed.

4.5 To develop a sustained approach to validate those individuals who have been working in our area for the past several years.

4.6 To foster relationships with the Northern Ontario Family Medicine Program and to ensure that student residency is a positive means of assessing our community.

- 4.7 To advocate that the Ministry of Health and Long Term Care consider the recruitment and retention needs of Northeastern Ontario and review/reconsider the UAP incentive packages (ie: salaried positions for hard to serve areas).

5.0 Structure

The Roundtable on Physician Recruitment and Retention shall consist of a membership of twelve (12). At least four (4) members shall be citizens with interests and experience related to recruitment and retention issues and at least eight (8) shall be community representatives from the following sectors: physician,, business, real estate and financial institutions and one member from the Health Systems Roundtable. Previous members will assume 50% of the roundtable structure.

6.0 Criteria for membership

Citizen members must have experience with or in the health care field. Community experts must have experience in the health care field and knowledge in the area of recruitment and retention of physicians.

7.0 Selection of Members

- 7.1 Citizen positions on the Mayor and Council's Roundtable on Physician Recruitment and Retention will be advertised in local media. Past members can apply by submitting their intent in the form of a letter.
- 7.2 Applications for citizen positions must be made on an approved application form that will include the following:
- a) prospective member's experience in the health care field and interest in Physician Recruitment and Retention
 - b) prospective member's community involvement
 - c) references
 - d) police check
- 7.3 Selections for citizen positions will be made using standardized selection criteria.
- 7.4 Identified prospective members will submit a letter of intention outlining their interest in Physician Recruitment and Retention and their knowledge and involvement within their sector and their willingness to be considered for the Roundtable.
- 7.5 Final selections for citizen positions will be made by City Council, at a City Council meeting. Replacement of new members will be recommended to Council.

- 7.6 The term of office will be for the duration of the current Council.
- 7.7 An ability to represent the diverse cultures, languages, ages and abilities of our community will be considered an asset in the selection process.
- 7.8 Recommendations on the selection of members for the Mayor and Council Roundtable on Physician Recruitment and Retention will be made via a nominating committee.

8.0 Operations

- 8.1 The Mayor and Council's Roundtable on Recruitment and Retention will meet bi-monthly.
- 8.2 Members must attend meetings. Members who miss two consecutive regular meetings without an acceptable reason will lose their membership.
- 8.3 Decisions of the Roundtable will be made by consensus. A quorum of seven members must be reached in order to make binding decisions.
- 8.4 Staff support for Roundtable activities will be provided by the departments of Health and Social Services.
- 8.5 All communications regarding the Roundtable must be approved by the Roundtable.

9.0 Reporting

Article 34, Advisory Panels, in the Council Procedure By-Law sets out the authority under which the Community Roundtable on Physician Recruitment and Retention will operate.