

Community of Practice- Foundry Works Monthly Meeting_ Minutes

Date: Monday, February 28, 9-1030 am

Participants:

Diana Al-Qutub	P	Matt Wenger	P	Judy Dang	P	Anna-Joy Ong	P	Cassia Warren	P	Amanda Kwan	P
Chrisanne Remedios	P	Anna Willms	P	Elise Durante	R	Jonathan Chambers	P	Lyn Heinemann	R	Donna Desmet	R
Acasia Preston	R	Barbara Thompson	R	Gill Walker	P	Julia Gray	P	Melissa Cailleaux	R	Simone Maassen	R
Alannah Urquhart	P	Ben McAuley	R	Gillian Cott	P	Julia Hayos	R	Michael McFetridge	R	Stephany Berinstein	P
Ali Slack	P	Camile Kho	R	Gregg Loo	R	Kelly Sutton	R	Mike Gwaliuk	R	Suhail Nanji	P
Alicia Erenli	R	Cassidee Wood	P	Haley Turnbull	P	Ken Harper	R	Nathan Aubie	R	Tania Wicken	P
Alison Ivan	R	Chris Bennett	R	Isha Simpson	R	Keri Barron	R	Nicholas Clarence	P	Tanya Timbers	P
Allison Boese	R	CJ LeBlanc	R	Jen Wuschke	P	Kim Conroy	R	Nicolett Baan	R	Terry Buylch	P
Amir AbuBaker	P	Dave McQuarrie	R	Jenny Evans	P	Kim Dumore	P	Okasana Soychuke	P	Tiffany Jaeger	P
Amy Schactman	P	Debra Hennig	P	Jo Lam	R	Kourtney Brisbane	R	Sandra Teves	P	Vienna Skauge	R
Andrea Charchas	P	Debra Cameron	P	John West	P	Lauren Marutt	P	Sasha Boniface	P	Vivian Lau	P
Angie Prescott	R	Donna Fullerton	R	Jonah O'Connor	P	Leah Froese	P	Shana Soo	P		

Agenda Item	Discussion	Action Items
Reminders/ Updates		
<ol style="list-style-type: none"> 1. Provincial marketing strategy 2. Online IPS course registration March 28 through April 22, 2022 3. Submitting quantitative data as part of SC activity report 	<ol style="list-style-type: none"> 1. Provincial Digital marketing launched on Feb 22. 2022 <ul style="list-style-type: none"> • Advertising via various digital platforms → Google ads, Instagram, and Facebook <ul style="list-style-type: none"> ○ Google ads link to Foundry work webpage: https://foundrybc.ca/get-support/foundryworks/ ○ Two ways for youth to connect to Foundry works → Community vs. virtual. • Please connect with Chrisanne Remedios → Communications Coordinator at FCO → regarding support with adding logos and granting access to edit content on promo materials. <ul style="list-style-type: none"> ○ Email: cremedios@foundrybc.ca 2. IPS course → May 2022. <ul style="list-style-type: none"> • Registration March 28 to April 22. 	<ul style="list-style-type: none"> • IPS staff to register and attend online IPS course • IPS staff to submit required participant activity reports.

	<p>3. There are upcoming adjustments to Toolbox → aiming to launch April 1st</p> <ul style="list-style-type: none"> Since some centres data does not align with the Toolbox data and Toolbox in the current state is lacking required questions, please share required quantitative data as part of SC activity report with Diana for this upcoming reporting period. 	
<p>Training</p> <ul style="list-style-type: none"> Toolbox System update. 	<p>Toolbox update:</p> <ul style="list-style-type: none"> Concerns → how to answer certain questions, where to find forms, if forms are filled out correctly, and how to capture services provided accurately. Changes to system → one form to complete after every visits <ul style="list-style-type: none"> Automatically displayed when “Foundry Works” is selected in the “End of visit.” Expanded questions to be more intuitive to answer → Algorithm is configured in a way to only show questions that are relevant to each visit. My Life Tracker (MLT) is added → be answered at the beginning (Enrollment meetings) and the end of the program (Submitting the PIT form and closing the file). → Give the clinicians a baseline of the youth’s status and end status. If the participant is inactive with the program but IPS staff are still hoping to provide services → Suspend the participant file. First page → only fill out once at the First or Enrollment visits. Research questions → will show up every time. SC providers → If PIT form submission is required but file is not closed → Select not closing the file. No need to fill out the end of service MLT screening. <ul style="list-style-type: none"> The PIT form submission required at 9 months → service can still go on if the youth have not achieved outcome. Financial assistance from SC can be provided until 12 weeks check in. Anything financial support after 12 weeks check-in will need to go to MSDPR. End of visit → should be based on the discussion with the young person → anything happened between the last session to the current date. <ul style="list-style-type: none"> There is always an option to choose “didn’t talk about this today or no change.” No need to fill out the form with the young person present. With the new forms, we can provide close to real time feedback to the centres and share barriers youth are experiencing based on their age group. My life tracker is for the young person to fill out → the clinicians may transcribe answers to any duplicated questions on the PIT form from youth’s answer to MLT. <ul style="list-style-type: none"> Help participants to understand where they started and track progress over time. For Lift site → Answer yes/ no in “closing the client file” → no need to fill out PIT form questions. <p>Rollout timeline:</p> <ul style="list-style-type: none"> First Step: Demonstration at Community of Practice. Individual Training (with REAs and Diana) → REAs will support data needs in ongoing capacity. Implementation April 1 (new reporting period) → “turn off” old form. The new one will be available. 	<ul style="list-style-type: none"> FCO to create instructions on how to complete and interpret the data for IPS staff. Questions will be sent out prior to implementation date for review. If you have specific questions, please contact Diana. REAs will contact centres to book training regarding Toolbox and MLT.

Research	<ul style="list-style-type: none"> Research is planning to reach out to youth directly unless the youth “opt out” of being contacted for any survey at the beginning of joining Foundry Works. <ul style="list-style-type: none"> Based on the feedback received from IPS staff → Youth are overwhelmed to chat about research during the first few sessions. Aimed to shift the work from IPS staff and for research team to provide more hands-on support to the centres regarding research going forward. → Time limit removed for participation with research Youth can withdraw from researching at any time and this will not affect their care at Foundry. Cassia met with youth, at North Shore, to speak about research, received positive feedback and more participants. → Love to see the success from NorthShore into different communities. 	<ul style="list-style-type: none"> Cassia and Anna Will reach out to IPS staff in the upcoming weeks to confirm which youth “Opt-Out” being contacted.
Clinical Discussions and Knowledge Exchange		
<ol style="list-style-type: none"> IPS team integration with the other Foundry services- (ongoing). Waitlist- How does each center deal with participants that were turned away or put on waitlist Knowledge of Income Assistance/ Disability processes and level of support provided by Employment Specialists. Integration with BOTH other Foundry Services and External services (particularly for youth presenting moderate to severe mental health challenges). 	<ol style="list-style-type: none"> IPS team integration with other Foundry Services: not discussed this time. <ul style="list-style-type: none"> How are you working with the rest of your team and how are they working with you? Case load and waitlist- <ul style="list-style-type: none"> Fidelity model for IPS → 20 participants at one time per clinician is the upper limit for caseload to provide efficient assistances to youth. <ul style="list-style-type: none"> Generally, sees good results for caseloads between 15-20 participants. Target for our founder is 40 youth each year per community → Fidelity for FW would be to assess how close FW is to the IPS model but may be flexible. Prince George currently aiming for 15 clients → Each client will take up to 2 hours for meeting, charting...etc per wk. Leaves 10 hrs per week for other administrative tasks. <ul style="list-style-type: none"> If the youth are actively searching for jobs → Vienna transfers the case to Lauren. Lauren also met with other employment agencies in Prince George to collaborate on sharing employment service/ opportunities. Virtual only has one IPS worker → hoping to lean on Peer support workers regarding job developments. <ul style="list-style-type: none"> Seeing 5 clients a day. During the pilot program → Diana was very transparent about the waiting list and wait time. Future → online resource hub for individuals who are either waiting to access FW or transitioning away from FW service. <p>Topic 3 and 4 → Deferred to next meeting.</p> 	
New Business		
1. Introduction of new IPS staff members:	<ul style="list-style-type: none"> Vancouver-Granville: Anna- Employment Specialist North Shore: Oksana- Peer Support Worker. Gill- Vocational Counselor/Occupational Therapist Abbotsford: Debra C-Counsellor. Ali- Vocational Specialist. Alison – Peer Support worker. Leah- Manager. Ridge Meadows: Kim- Counsellor. Jonathan- Employment Specialist. Isha- Peer Support worker. Richmond: Amir-Job Developer. Jen-Occupational Therapist. Shana- Peer Assistant 	

	<ul style="list-style-type: none"> • Prince George: Lauren – Job Developer. Vienna- Employment Clinician • Terrace: Andrea- Foundry Lead. Camile-Employment Support Assistant. • Virtual: Sasha- Employment Specialist • Kelowna: Nic- Vocational Specialist. John-Employment Specialist • Campbell River: Jenny Evan- Out Reach Coordinator, Tanya- Employment Counselling. Cassidee- Job Developer. • Victoria: Jonah- Youth Support Worker. Gillian- Employment Specialist. • FCO- Matt- Implementation Specialist. Diana- FW Program Manager. Judy- Project Support Coordinator. 	
2. How to navigate the challenge of getting the youth to complete forms in the first session?	<ul style="list-style-type: none"> • Assess youth comfort level → prioritize forms that are important to complete during the first session, ie. PIT form, and trickle down the rest of the forms in subsequent visits. <ul style="list-style-type: none"> ○ Ridge-Meadows → build a rapport during first appointment and notify the youth regarding the forms they will have to fill out at the next appointment. ○ Prince George operates similarly → First meeting is 30 minutes. Ask the youth to bring supporting documents during the second meeting. ○ Second meeting is longer → youth to complete the forms. 	