

## Community of Practice- Foundry Works Monthly Meeting\_ Minutes

Date: Monday, March 28, 9-1030 am

**Participants:**

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

| Agenda Item  | Discussion   | Action Items   |
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| <b>Reminders/ Updates</b>                                |  |  |
| 1. Activity Report / Financial Reports due April 7, 2022 | <ul style="list-style-type: none"> <li>Please share required quantitative data as part of SC activity report with Diana for this upcoming reporting period (quarter and cumulative).</li> <li>New guideline with examples of required documentation shared with the centres. Please refer to the guide when completing the financial reports.</li> </ul> | <ul style="list-style-type: none"> <li>IPS staff to submit required participant activity reports.</li> <li>FW programs to submit financial reports to Judy.</li> </ul> |
| 2. Toolbox System update                                 | April 4th – launching <ul style="list-style-type: none"> <li>FWs updated end of visit form and outcome form</li> <li>Activate 3 NEET questions on the demographics survey so IPS staff receive flagged youth interested in learning more about FWs program</li> </ul>  | <ul style="list-style-type: none"> <li>FCO to share instructions on how to complete and interpret the data.</li> </ul>   |
| 3. Research update                                       | <ul style="list-style-type: none"> <li>The research coordinators plan to have more one-on-one meetings with IPS staff at the centre level to relieve the workload relating to recruitment and trouble shoot any concerns.</li> </ul>   |  |
| 4. New Branding update- COMMS                            | <ul style="list-style-type: none"> <li>Chrisanne, Brian and Stefanie from FCO Comms joined the meeting.</li> <li>Feedback from centres → Promotional materials need refreshing</li> </ul>  | <ul style="list-style-type: none"> <li>Reach out to Chrisanne if you have any further questions or</li> </ul>  |

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|  | <ul style="list-style-type: none"> <li>○ COMMS team provided an overview of the recommended styles for the new guideline. <ul style="list-style-type: none"> <li>▪ Choice 1 Photography → will have photo bank for centre to access and switch the pictures.</li> <li>▪ Choice 2 Abstracts→ Can be used for various topics, especially those that may be more sensitive or triggering for some youth.</li> <li>▪ Illustration→ probably not as strong of a statement as the other two choices.</li> </ul> </li> <li>● The new branding is addition to the previous branding→ to provide more options. <ul style="list-style-type: none"> <li>○ Printed items with previous branding can still be used until they run out.</li> <li>○ Hoping to create versions of new promotional materials that allows easier editing for the centres to use and customize.</li> </ul> </li> </ul> | require assistance with the new updated materials.   |
| 5. Connect with YMCA- Prince George (Lauren)   | <ul style="list-style-type: none"> <li>● Prince George work closely with YMCA, provincial wide organization, to provide varieties of positions for youth in front-line staff level.</li> <li>● If anyone is interested in YMCA opportunities in their communities, Lauren will try and assist making connections to the YMCA network.</li> </ul>  | <ul style="list-style-type: none"> <li>● Please reach out to Lauren at <a href="mailto:lauren.marutt@nbc.ymca.ca">lauren.marutt@nbc.ymca.ca</a></li> </ul> |
| 6. Networking Event- Job Fair Targeting employers (Sasha)  | <ul style="list-style-type: none"> <li>● Another Provincial Wide Networking opportunities shared by Lauren/ Sasha.</li> <li>● <a href="https://spectrumworks.ca/">https://spectrumworks.ca/</a> <ul style="list-style-type: none"> <li>○ Virtual Job fair assisting youth job seeker who are on autism spectrum with employers that identified themselves as inclusive hiring companies.</li> <li>○ April 8-12 from 9am-2 pm.</li> </ul> </li> <li>● Sasha was looking into joining the event as an exhibitor but haven't heard back.</li> </ul>  | <ul style="list-style-type: none"> <li>● FW team will provide update via email when Sasha confirms more information.</li> </ul>                            |
| 7. Developing provincial resources for youth virtually via external website- Request for Working Group | <ul style="list-style-type: none"> <li>● Objective: Support young people in a virtual online environment.</li> <li>● Target audience: Youth that are part of the program, interested in the program or transitioning away from the program, and family members of the groups listed above.</li> <li>● <b>Request:</b> Members for a working group to brainstorm ideas to share with the youth and build out the virtual resource hub.</li> </ul>  | <ul style="list-style-type: none"> <li>● Reach out to FW team if interested in being part of the working group.</li> </ul>                                 |
| <b>Clinical Discussions and Knowledge Exchange</b>   |   |  |
| 1. Intro- IPS Staff  | <ul style="list-style-type: none"> <li>● Prince George- Lauren- job developer, Vienna- Employment specialist</li> <li>● Victoria- Jonah- youth worker, Gillian- Vocational Counsellor</li> <li>● Campbell River- Jenny- Coordinator, Cassidee- Employment Specialist, Tanya- youth employment specialist</li> <li>● Richmond- Jen Wuschke- Occupational Therapist</li> <li>● Virtual- Sasha – Occupational Therapist</li> <li>● North shore- Oksana- employment peer support, Gill – Occupational Therapist</li> <li>● Terrace- Andrea- lead for Foundry Works</li> <li>● Ridge Meadows- Kim – coordinator, Jonathan- IPS. Currently hiring Peer support worker</li> </ul>  |  |
| 2. Knowledge of Income Assistance/ Disability processes and level of                                   | <p>2. Gathering knowledge how each centres assist youth with income assistance inquiries.</p> <ul style="list-style-type: none"> <li>● IPS model suggests that the program should have a specialist well versed in these topics.</li> </ul>   |  |

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| <p>support provided by Employment Specialists.</p> <p>3. Integration with BOTH other Foundry Services and External services (particularly for youth presenting moderate to severe mental health challenges).</p> | <ul style="list-style-type: none"> <li>○ Virtual has a contact from MSDPR from the pilot program that assists with these inquiries as favours.</li> <li>○ Terrace and Ridge- Meadows also have a MSDPR specialist come to work with youth once a week, but these are not meeting the needs of the youth.</li> </ul> <ul style="list-style-type: none"> <li>● Often the youth in the program require urgent relieve with income. → They don't have the luxury to choose between school or a job. They can't set a career goal unless they have income assistance.</li> <li>● Some clients would also likely be categorized as person with Disabilities (PWD), which receives less income as well.</li> </ul> <p>Suggestions:</p> <ul style="list-style-type: none"> <li>● <a href="https://askanadvocate.ca/">https://askanadvocate.ca/</a> → provincial program with lawyers to support individuals applying for income assistance. → Mostly for individuals over 19.</li> <li>● Terrace found that having connection to property law advocate is very helpful.</li> <li>● Have a workshop for all IPS staff- to trouble shoot some issues and clarify inquires.</li> </ul> <p>3. Ridge Meadows- Kim is working with WorkBC and School District 42 to host a local job fair.</p> | <ul style="list-style-type: none"> <li>● FCO to set up a foundational Knowledge workshop for IPS staff with MSDPR specialist to review process around applying for income assistance for youth.</li> <li>● Please reach out to FCO with your MSDPR contacts to host the workshop.</li> </ul> |
| <p>4. Provincial Youth Workshops</p>   | <p>4. Provincial Youth Workshop: <a href="#">FW Youth Workshop Hosting sign up sheet</a></p> <ul style="list-style-type: none"> <li>● Each centre is to choose one topic to present a year. → If a centre would like to present more than one, please do sign up.</li> <li>● FCO can provide tech support each communities need. Centres are the content experts. → these workshops will be resources for youth in the province.</li> <li>● These sessions will be hosted via Zoom webinar plus Slido → Different formats are welcome. <ul style="list-style-type: none"> <li>○ Trying to foster conversations amongst youth and create opportunities to ask questions. Participant images will not be shown only the presenters. → Will request for their consents.</li> <li>○ Create posters in Canva. FCO will share ads to centres, post them on Foundry social media sites and external webpage (in the future).</li> </ul> </li> </ul>   | <ul style="list-style-type: none"> <li>● Please reach out to Judy if you are having trouble with the sign up sheet.</li> </ul>   |
| <p><b>New Business</b></p>   |  |  |
| <p>1. Youth strictly wanting to work from home</p>   | <ul style="list-style-type: none"> <li>● Npower Canada <a href="https://npowercanada.ca/">https://npowercanada.ca/</a> → 15 weeks job skill training program that assist youth learn and apply those skills in a virtual job environment.</li> <li>● Last info session → Wednesday March 30, 2022. <a href="https://npowercanada.ca/programs/">https://npowercanada.ca/programs/</a></li> <li>● Contact → <a href="mailto:rakesh.bhat@npowercanada.ca">rakesh.bhat@npowercanada.ca</a></li> <li>● Other examples of non-in person positions: grocery delivery, virtual peer support...etc</li> <li>● Job fair in custom build constructions → some companies are willing to hire youth for entry level jobs to work from home. Ie. Architectural design.</li> <li>● Things to consider → Youth's rationale wanting to work from home and potential effects on their mental health if they do work from home.</li> </ul>  |  |