

Child and Family Chapter - Agenda

Date: Thursday 17 August 2017

Time: 9:00am start

Venue: The Salvation Army, Lifeworks Centre, 123 Paradise Rd, Slacks Creek

Chair: Matthew Cox (Logan Together)

Secretariat: Ellen Ferris (Salvation Army)

Item	Time	Who / Papers / Notes
1. Acknowledgment of Country and welcome and introductions including new members	9:00am-9:05am	Louisa Whettam and Matthew Cox - Welcome other participants to the meeting and new members
2. Minutes and actions from previous meeting	9:05am-9:10am	Matthew Cox - See reverse – all items due except highlighted item are on this agenda
3. Conflicts of Interest	9:10am-9:15am	Matthew Cox
STRATEGIC		
4. Social and Emotional Wellbeing (Project 18) – outcome of presentation to Cross-Sector Leadership Table	9.15am-9.20am	Geraldine Harris
5. Citizen Engagement Model and Support for Cultural Champions	9.20am-09.50am	Sandra Fields and Louisa Whettam
6. Community of Practice – Workforce Development	9.50am – 10.10am	Matthew Cox and Marilyn Casley
7. Support for 7-12 year olds – Issue from LLA	10.10am-10.20am	Nadine Lepre
Break - Morning tea and Networking	10.20am-10.35am	
ACTION		
8. Participation in Eats and Beats	10.35am-10.50am	Elise Parker
INFORMATION SHARING		
9. Introduction of new Collective Impact Facilitator	10.50am-10.55am	Sara Branch and Charmaine Stubbs
10. Trauma Network	10.55am – 11.05am	Kerri Chard
11. Redesign of Logan Services – Child Safety - Update	11.05am–11.15am	Kathy Masters
12. Logan Together wider update	11.15am-11.20am	Matthew Cox
13. LLA Update	11.20am-11.25am	Louisa Whettam
GENERAL BUSINESS		
Other	11.25am–11.30am	Matthew Cox
Next meeting – date, time, venue	11.30am	Ellen Ferris
Meeting close	11.30am	Chair

Action list from previous meetings:

Item	Action Required/Person Responsible	Completion or Review Date
Previous minutes	Any amendments – Ellen Ferris	Every meeting
Social and Emotional Wellbeing (Project 18)	The SEWB Project Action Group is to develop presentation for the August Cross Sector Leadership Table. Geraldine Harris - Agenda item	August 2017
Citizen Engagement Agenda	Sandra Fields is to lead progress in the development of ideas and present to the Cross-Sector Leadership Table on 11 August. – Agenda item	August 2017
Cultural champions network concept / Model for Cultural Champion Response Service Delivery	Louisa Whettam is to progress and provide a further update. – Agenda item	August 2017
Workforce Development	Review as project develops – Marilyn Casely and Jenny Cartmel – Agenda item	Review in August 2017
Youth Homelessness	Nadine Lepre is progressing	Review in September 2017
Support for Young Parents	Nadine Lepre progressing	Review in September 2017
Domestic Violence Response	Nadine Lepre together with the stakeholder group will progress over next few months and report back	Review in September 2017
7-12 Project Group	Not a priority for the Chapter for 2017	Review in December 2017
Father Engagement	Not being progressed currently	Review in February 2018

**Child and Family Chapter
Meeting Notes - Internal**

Date: Thursday 20th July 2017
Venue: Salvation Army, Lifeworks Centre, Slacks Creek
Chair: Matthew Cox, Logan Together

Time: 9:30 am
Minutes: Ellen Ferris, Salvation Army

Attendance: Please see document below

Item	Discussion/Decision	Action Required
1. Acknowledgment of Country and Welcome and Introductions	Debbie Miscamble provided an acknowledgement of country. Matthew Cox welcomed everyone, noted apologies and facilitated introductions.	
2. Endorsement of previous minutes and actions	DECISION: Minutes from previous meeting were accepted as a true and correct record of the meeting. Moved: Nadine Lepre Seconded: Kim Wright Previous Actions: All other previous actions which are due for review are included in the items below or have been completed.	
3. Conflicts of Interest	There were no conflicts of interest declared.	
STRATEGIC		
4. Refocussing the Child and Family Chapter – Terms of Reference review. Confirmation of Membership list with named proxies. Process for new members including induction.	Ellen Ferris presented the proposed revised Terms of Reference with the additions of some alternative words for Section 7 Reporting in relation to the LLA and Section 5.6 Project Action Processes in relation to how projects are progressed. Also the date and the naming for the Cross Sector Leadership Table were updated. The Membership List was presented. People who have expressed an interest in being members and willing to make the commitment to the group have been listed as primary members and some have also indicated a proxy. We will also have a third group – those people who might attend as guests from time to time including students on placement. Names of members who have not attended meetings regularly and have not responded to attempted contacts will be removed from the list. A gap identified in membership is representation from Logan City Council and Ellen is following this up. We also discussed engagement of more community members. Ellen will continue to manage the membership list going forward. The Department of Education and a few other members have advised that the current time/day of the meeting	Review in December

	<p>makes it difficult for them to attend. It was suggested that the date/time for this meeting and the SEWB project group change to Monday with SEWB 10-11.30 and the Chapter – 12-2.30 with a light lunch. The current times for the Chapter meetings suited most people and calendar invitations have been made to December so no change will be made, however this can be reviewed when dates are planned for 2018.</p> <ul style="list-style-type: none"> • Action: Review meeting dates for 2018 in December. <p>DECISION: The Terms of Reference were endorsed and the Membership List confirmed. Moved: Jenny Cartmel Seconded: Nadine Lepre</p>	
<p>5. Social and Emotional Wellbeing (Project 18) – Update</p>	<p>Geraldine Harris was unable to attend but provided some notes as an update which Ellen Ferris presented.</p> <p>The SEWB Project group is progressing with the idea of embedding SEWB using the UN Framework of Child Friendly Communities with a focus Children's Rights and participation</p> <p>Phase one what I'm calling 'Children Together' actions:</p> <ul style="list-style-type: none"> • Children's Summit • Creation of a children's rights book • Creation of a Charter of Social and Emotional Wellbeing for Logan (people/place/policies/practices/play) • Launch in February 2018 <p>Phase two (developing at a speed) but will be discussed after next meeting</p> <p>At a recent meeting with Matthew Cox he agreed that the SEWB Project ideas were at the stage of needing to be agreed by Cross Sector Leadership Table to progress work any further.</p> <p>Actions include:</p> <ul style="list-style-type: none"> • Aim is to present to the Cross Sector Leadership Table in August (awaiting meeting date) • Link to the Logan Together Community Mobilisation Priority area in phase one • Use community friendly language and present as a mobiliser for action and a platform for SEWB, not another framework (e.g. work with council around parks/child friendly places) • Link with The Early Years brand of Logan Together to grow identity. SEWB will work with Logan Together marketing team • Further discussion at SEWB meeting on 25 July • Ensure we have cross chapter representation as this group blossoms. <p>Actions:</p> <ul style="list-style-type: none"> • The SEWB Project Action Group is to develop presentation for the August Cross Sector Leadership Table. 	<p>Review in August</p>

<p>6. Model for Cultural Champion Response Service Delivery</p>	<p>Louisa Whettam advised that the group progressing this model had met yesterday. She clarified that that the group sat under the Logan Together Child and Family Chapter Terms of Reference. The group is looking for others to join. Louisa will be meeting with Sandra Fields to discuss what Logan Together is working on in regard to citizen engagement and using a cultural lense and applying cultural solutions. An outcome maybe merging of the two projects rather than duplicating.</p> <p>Action:</p> <ul style="list-style-type: none"> • Louisa is to progress and provide a further update. 	<p>Review in August</p>
<p>7. Citizen Engagement Agenda</p>	<p>Sandra Fields provided a presentation on some work she is currently doing for Logan Together in regard to Citizen Engagement and the development of a supporting framework. Over the 18 months citizen engagement and community listening activities have been occurring. Both are a critical part of Logan Together but we have not yet got it right. We are learning from what has happened and now moving to a new phase where the practices are really grounded. Development of a model for Citizen Connection and Engagement will create links between citizen representatives and formal structures.</p> <p>Issues being considered include - structure, roles, communication, reimbursement for costs, being supported and learning (capacity building), support community members/volunteers can expect, making sure they get listened to, getting better at connecting with each other, getting to know each other better, clarifying where/how decisions are made, ensuring Cross Sector Leadership Table meetings work for everyone, wanting to know what other Chapters are doing, what does this Chapter need going forward with regard to citizen engagement and how do we develop trust.</p> <p>The approach being taken will include:</p> <ul style="list-style-type: none"> • Developing policies and procedures – volunteers’ happiness, out of pocket expenses, childcare • Developing a staffing model and volunteers’ - positions, role descriptions • Developing a budget – now, projected • Developing communication process – informal, formal information management. <p>Matthew Cox advised that the aim is to develop a well-supported structure we can work with – we have the raw material but are missing organisation and resourcing for it.</p> <p>Action:</p> <ul style="list-style-type: none"> • Sandra is to lead progress in the development of ideas and present to the Cross-Sector Leadership Table on 11 August. 	<p>Review in August</p>

ACTION		
8. Support for Young Parents - Update	Nadine Lepre advised that work on the Goody bags has continued. A letter from Matthew Cox will be sent to Chapter members in the near future seeking donations. YFS will assist by collecting the donations. Carrie Rose has previously indicated that she would provide sponsorship for all the nappies.	Review in September
9. Youth Homelessness - Update	Nadine Lepre advised that the Youth Homelessness group has met again and is progressing its work. There has been good input from Griffith students who have conducted a literature review. A definition of Homelessness for this project has been agreed. The group is connecting with the Dept of Housing which is giving some updates. The project group is working closely with the Logan Housing and Homeless Network.	Review in September
INFORMATION SHARING		
10. LLA Update – Browns Plains	Louisa Whettam advised that the Browns Plains LLA was focussing on some trouble shooting with allied health and looking at a paediatrician’s perspective and asking why there is there a waiting list.	
11. Redesign of Logan Services – Child Safety	<p>Kathy Masters provided an update on a redesign of services delivered in the 4 Logan Child Safety Service Centres (see attached presentation).</p> <p>Based on a recommendation from the Carmody report a trial of a specialist Intensive Assessment (IA) team on the Gold Coast started in November 2016. The approach features a co-located, multidisciplinary hub with DET – re-engagement specialist, senior guidance officer, principal advisor student protection, Kalwun – Recognised Entity Advisor – safety and assessment, Department of Housing – Rent Connect Officer and in early 2017, Assessment and Service Connect Officers were also co-located. Another component is Assessment and Service Connect - a model of working with families, in partnership with ASC co-responder services, to complete an assessment process and response planning to provide intervention to children and families to increase safety. On the Gold Coast DVPC – Men’s Engagement Specialist, Domestic Violence Specialist and Act for Kids – Social Worker, Psychologist have been involved. The outcome has been the “Overall amount of children deemed in need of protection has drastically reduced at a rate far more than the proportion difference between incoming last year and this year”. Early feedback is indicating that change is occurring</p> <p>A similar approach is now going to be implemented in the Logan area and Child Safety is working on how to tailor it to suit the needs of Logan and work better for Logan families. The Steering Committee has been meeting on a fortnightly basis to go through feedback, analyse regional data and current work and staffing arrangements. The committee has produced a number of potential models, which are being meticulously analysed to ensure that they are functional and responsive to the needs of Logan. It is anticipated that these models will be refined as far as possible over the next couple of months, and a recommendation will be made about the chosen model moving forward. Then Kathy we will be able to provide a thorough update around how Logan’s CSSCs will be operating under the chosen new model, and the associated changes that will be occurring.</p>	

	<p>Comments and queries - collection of data and implications for the workforce, safeguards in place in regard to personality clashes, the preparation of workforce for the changing the culture and Recognised Entities. Kathy indicated that she could provide a further update about the practice and principals of how Child Safety works.</p> <p>Matthew Cox congratulated Kathy on the openness to invite other people into service design and welcomed the changes towards better parent engagement.</p> <p>Action: Matthew and Kathy are to meet to explore co-design options.</p>	
<p>12. Early childhood development and education programs/initiatives in Logan and Non ECEC program of work</p>	<p>Matthew Cox spoke briefly to the paper <i>Holistic Development for Logan Children not Attending Formal Early Childhood Education</i> (see attached). This explores the issues around encouraging high rates of kindy attendance, what are the alternatives, people not attending services now and what can we do about this, there is no clear single model about how to do this well.</p> <p>Lori Rubenstein presented some research based on a rapid assessment of literature (see attached) in regard to what we know about child development, and prevention science. She indicated that we know the core protective factors but what do we do about them? Topics that are challenging are – system design and what needs to be there, service delivery –principles and best practice, what we can do to engage families that don't engage with traditional services. Working with communities from bottom up takes time, energy and resources. One of the issues is scaling up and developing best practice models – most of evidence based programs don't relate to the sort of families we want to work with.</p> <p>There is a workshop this afternoon. After that the paper will be further developed and move to a design phase.</p>	
<p>13. Logan Together wider update</p>	<p>Matthew Cox sought support from the Chapter for a 100 Day Challenge campaign to boost kindy enrolment. The idea would be to work with partners across the community to promote kindy attendance in a short, sharp campaign and to produce a range of resources and offer a range of help to overcome barriers. The campaign might run from October through to February with a break for Christmas in the middle. The project could serve as an intense localised version of the broader Kindy Counts campaign and leverage off the good work, resources and help that initiative offers. This was supported.</p>	
<p>14. Child, Youth and Young Adult Community Engagement Guideline project</p>	<p>Collette Torrance from Logan City Council advised that Council is working on developing Child, Youth and Young Adult Community Engagement Guideline and are seeking input from the Child and Family Chapter. Erin Searle from the Council will be developing an engagement plan and timeline together with a survey. This will be circulated to Chapter members so they can provide feedback and advice.</p> <p>Matthew Cox welcomed the Council Community Engagement team in wanting to work with Logan Together and Child and Family Chapter and suggested a partnership approach and a possible design workshop.</p>	

GENERAL BUSINESS

15. Other Business	Nil	
16. Next meeting – date, time, venue	Next meeting is 17 August and will be at the Salvation Army.	

Child and Family Chapter Meeting Actions – 20 July 2017

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Social and Emotional Wellbeing (Project 18)	The SEWB Project Action Group is to develop presentation for the August Cross Sector Leadership Table.	August 2017
Model for Cultural Champion Response Service Delivery	Louisa Whettam is to progress and provide a further update.	August 2017
Citizen Engagement Agenda	Sandra Fields is to lead progress in the development of ideas and present to the Cross-Sector Leadership Table on 11 August.	August 2017
Redesign of Logan Services – Child Safety	Matthew and Kathy are to meet to explore co-design options.	August 2017
Support for Young Parents	Nadine Lepre progressing	September 2017
Youth Homelessness	Nadine Lepre progressing	September 2017
Workforce Development	Review as project develops – Marilyn Casely and Jenny Cartmel	September 2017
Domestic Violence Response – next steps	Nadine Lepre together with the stakeholder group will progress over the next few months and report back.	September 2017
Meeting Dates/Times	Review meeting dates for 2018 in December 2017	December 2017
7-12 Project Group	Not a priority for the Chapter for 2017	Review in December 2017
Father Engagement	Not a priority for the Chapter for 2017 - Kim Wright, Michael Jacobs	Review in February 2018

Child and Family Chapter Meeting Attendance and Apologies – 20 July 2017

First Name	Last Name	Organisation	Role	C&FC role	Email Address
Attendance					
Amina	Fazlic	Access Community Services	Student	guest	
Angela	TuiSmoa	Logan Together - CSLT	Parent Representative	primary	angelange72@hotmail.com
Anne	Turnbull	Pathways to Resilience	Executive Officer	primary	info@pathwaystoresilience.org.
Ash	Van Homngh	Logan City Council	Community Development Officer	guest	ashleighvanhomngh@logan.qld.au
Cindy	Carleton	Benevolent Society	Student	guest	cindycarleton@benevolent.org.au
Collette	Torrance	Logan City Council	Senior Stakeholder and Community Engagement Advisor	guest	colettetorrance@logan.qld.gov.au
Debbie	Miscamble	Salvation Army	Communities Program Manager	primary	debbie.miscamble@aue.salvationarmy.org
Diana	Townsend	YFS	Families Manager	primary	dianat@yfs.org.au
Donna	Hanson	Wesley Mission Queensland	Community Support Worker	primary	d.hanson@wmq.org.au
Elizabeth	Power	The Benevolent Society	Community Development Worker	proxy	Elizabeth.Power@benevolent.org.au
Ellen	Ferris	The Salvation Army	Quality and Business Coordinator	primary	ellen.ferris@aue.salvationarmy.org
Erin	Searle	Logan City Council		guest	erinsearle@logan.qld.gov.au
Faith	Green	Gunya Meta	Manager, Mob Kinnectors	primary	faithg@mobkinnectors.com.au
Grainne	Taia	Access Community Services	Community HUB Coordinator	primary	grainnet@acsl.org.au
Helene	Fuller	Department of Communities, Child Safety and Disability Services	Director	primary	helene.fuller@communities.qld.gov.au
Jenny	Cartmel	Griffith University	Senior Lecturer	primary	j.cartmel@griffith.edu.au
Jess	Johnson	Logan City Council	Community Development Officer	guest	jessicajohnson@logan.qld.gov.au
Jim	Boden	Primary Health Network	DV Coordinator	guest	jboden@bsphn.org.au
Kathy	Masters	Department of Communities, Child Safety and Disability Services	Regional Director, Northern District	primary	Kathryn.Masters@communities.qld.gov.au

Kim	Wright	K.E.N.G (Kingston East Neighbourhood Group Inc.)	KENG Partnership Coordinator	primary	manager@keng.org.au
Kristy	Edwards	WAVSS (Working Against Violence Support Service)	A/General Manager & HRT Advisor	primary	kristy@wavss.org
Lauren	Cangmah	Access Community Services	Student	guest	
Lee-Anne	Dobson	Department of Communities, Child Safety and Disability Services	Manager Clinical Services	primary	leeanne.dobson@communities.qld.gov.au
Lori	Rubenstein	Logan Together	Researcher	guest	lgraustralia@gmail.com
Louisa	Whettam	Mercy Community Services	Local Level Alliance Facilitator	primary	louisa.whettam@mercycs.org.au
Louise	McElrea	Anglicare Southern Queensland	Community Services Manager, Mental Health & Family Wellbeing Services (South)	primary	lmcelrea@anglicaresq.org.au
Marilyn	Casley	Griffith University	Lecturer, School of Human Services and Social Work	primary	m.casley@griffith.edu.au
Matthew	Cox	Logan Together	Director	primary	matthew.cox@griffith.edu.au
Melanie	Houghton	Uniting Care Queensland	Community Services Manager SEQ Child and Family Programs	primary	melanie.houghton@ucommunity.org.au
Michael	Jacobs	Logan Together CSLT	Parent Representative	primary	michael.jacobs@keng.org
Nadine	Lepre	The Benevolent Society	Community Development Worker	proxy	Nadine.Lepre@benevolent.org.au
Norma	Williams	Uniting Care Queensland – Family Relationship Centre	Manager	primary	Norma.Wiliams@ucommunity.org.au
Penny	Goodall	The Salvation Army	Community Development Worker	primary	penny.goodall@aue.salvationarmy.org
Ruth	Wall	Primary Health Network	Program Manager, Child, Youth & Family	primary	rwall@bsphn.org.au
Sandra	Fields	Logan Together	Project Officer	guest	sandra@fieldworx.com.au
Sue	Alexander	Uniting Care Community	Family Adviser	guest	Sue.alexander@ucommunity.org.au
Wendy	Kastelein	Child Health Logan Central	Nurse Unit Manager	primary	Wendy.Kastelein@health.qld.gov.au
Apologies					
Carrie	Rose	Rosies Early Learning	Owner & Pedagogical Leader	primary	carrie_rose@icloud.com

Leanne	Rooney	Department of Justice and Attorney-General	Manager	primary	leanne.rooney@justice.qld.gov.au
Christine	Grose	YFS	Manager Family Coaches / Two generational project	proxy	christineg@yfs.org.au
Denise	Breadsell	Qld Nurses and Midwives Union	Professional Officer	proxy	DBreadsell@qnmu.org.au
Karen	Berry	ChildHealth Service, CYCHS	Nursing Director	proxy	CHS-ND@health.qld.gov.au
Jo	Bird	Kingston State School	Guidance Officer	proxy	jbird9@eq.edu.au
Linda	Smith	Churches of Christ Care	Service Manager South East Region, Children, Youth & Families	primary	linda.smith@cofcqld.com.au
Geraldine	Harris	Griffith University	Student	primary	geraldine_harris@hotmail.com
Giselle	Olive	Child Health Qld	Team Leader	primary	Giselle.Olive@health.qld.gov.au
Noel	Summers	Gunya Meta	Board Member	primary	maibinyana41@yahoo.com
Stephanie	Crick	Kingston State School	Principal	primary	scric1@eq.edu.au