



Board of Directors Membership Application

Thank you for your interest in a position on the Contact Brant Board of Directors. We are interested in learning more about you and your interest in Contact Brant. We would appreciate a brief profile from you; you can use either the Board of Directors Application Form (enclosed) or submit a letter with your resume.

All information provided in your application will be kept confidential and used only for purposes of Board member application.

Who is eligible for Board Membership?

The following **requirements** for Board of Directors membership must be met according to Contact Brant By-Laws:

1. Be a resident of Brant/Brantford, or have been employed or carried on business in Brant/Brantford for a continuous period of at least one year immediately prior;
2. Be eighteen (18) years of age or older; and
3. Be willing to sign a declaration of commitment to the mission and objects of the organization.

Furthermore, the following are deemed **ineligible** for Board of Directors:

1. Employees of any funders, as well as the parents, siblings, children, spouses, common-law partners and partners of these individuals;
2. Employees of the Corporation, as well as their parents, siblings, children, spouses, common-law partners and partners.

FACTS about our Board:

- ❖ Board meetings are held at Contact Brant on the **4th Tuesday of the month** (excluding July/August) starting at **5:30 p.m.** We target one hour for our meetings which is made possible through agenda packages being sent out the week prior to a meeting so Board members come prepared for meetings.
- ❖ We are a Policy Governance Board which means that we set Policy to guide the organization and ensure accountability and appropriate organizational performance, but are not involved in the day to day operations of the organization.
- ❖ The Board has three primary responsibilities:
 - Accountability to its members, partner agencies, funders and Brant community
 - Setting agency direction through strategic planning and policy development
 - Hiring and monitoring of the Chief Executive Officer.



VISION: By working together, we will improve the well-being of children, youth and families.

MISSION: Contact Brant is the first place to contact for children, youth and families to:

- Connect to community services
 - Understand available resources
 - Receive coordinated supports
-

VALUES: We value ...

Our clients through a respectful family-centred approach.

Our community partners and the work we do together.

Our commitment to diversity and inclusion.

Our knowledgeable team who make it happen.

History of Contact Brant

1997 Making Services Work for People (MSWFP): The provincial policy document called for communities to create single points of access for children's services and services for individuals of all ages who have a developmental disability. The five system features for an Access Mechanism are: Coordinated Information; Single Point of Access; Common Tool for Intake; Single Agreement for Service (now called a Coordinated Service Plan); and Case Resolution Function. Agencies are responsible through their contracts with the Ministry to participate with their Local Access Mechanism, which is Contact Brant in Brant.

A Brant Advisory Panel of service providers, consumers of services, and knowledgeable Brant citizens, advised regarding the MSWFP Brant model. Their final report was released January 26, 1998 outlining the Contact Brant model.

1999 Contact Brant for Children's and Developmental Services incorporated September 1999, with funding from the Ministry of Children and Youth Services as well as the Ministry of Community and Social Services with a mandate for single point access for children's mental health and developmental services, as well as adult developmental services.

2000 Agency opened: Staff began work in the Spring of 2000; doors officially opened October 1, 2000 at 164 Colborne Street West.

2000 - 2019

- **In partnership** with community agencies, developed the Common Tool for Intake, the Case Resolution Protocol, the Most in Need Tool as part of our Single Point Access mandate. The Common Tool for Intake is accepted by agencies and helps reduce families having to repeat their story.
- Facilitated **system planning** at the Children and Youth Services Committee until May 2019 when the Strategic Leadership Table and structure were developed to improve integrated planning for child and youth services across sectors. Continue to provide leadership at the Strategic Leadership Table. Annually provide the System Report, summarizing wait list and in-service numbers as well as the profile of children and youth served.
- Since 2007, coordinate the tri-county publication of **Your Guide**, which is published two times/year, listing workshops, courses, groups and events available free to children, youth and families in Brant, Haldimand and Norfolk. This is also posted on our website.
- Moved to 9 King Street in October 2008. This was forced by the Colborne Street facilities poor maintenance by the property owner, including a regularly leaking roof and on-going damage to our property. The move was made quickly when a facility was secured, without prior notice to the property owner. A GIC was established to cover the 6 months rent notice that we did not provide; as the statute of limitations on the period for the previous property owner to collect this, we continue to have a small GIC that provides the corporation with a financial cushion.
- Effective July 1, 2011, transferred adult developmental services access to Developmental Services Ontario (DSO) Hamilton-Niagara Region under the provincial legislation *Services and Supports to Promote the Social Inclusion of Persons with Developmental Disabilities Act*. The **DSO satellite office** is co-located with Contact Brant. As directed by our Regional office, the office space rental by the DSO is used as offsetting revenue for our child and youth mental health access services.

The Ministry Passport funding initiative, implemented in July 2006 to provide funding for community participation supports for adults with a developmental disability, also transitioned regionally to Contact Hamilton, the regional DSO agency, at this time.
- In 2011, Contact Brant's revenue decreased due to the loss of the adult developmental services Access mandate. Significant changes in operational expenses included plans to move, and changes in staff benefits. Staffing stability was secured from the Regional Office through funding commitments, one of which remains a fiscal (year-to-year) commitment that essentially funds one Resource Coordinator.
- Assumed management of the Brant, Haldimand and Norfolk **Community Information Database** www.info-bhn.ca from the Haldimand-Norfolk Information Centre in July 2012; this website provides the public with easy access to information on services. Our records are 'leased' by 211 Ontario to provide their provincial 24/7 information phone service, available in over 150 languages. Revenue received for use of the Information Database records is

used as off-setting revenue for our mental health as well as developmental access services.

- Moved to **643 Park Road North** in a co-location partnership with Woodview Mental Health and Autism Services on October 26, 2012 as part of our operational efficiencies. The Regional Office gave Contact Brant \$150,000 to contribute to the addition Woodview was building to accommodate our offices. The DSO satellite office continues to be co-located with Contact Brant.
- Received a Planning Evaluation Grant from the Centre of Excellence to focus on evaluation of Intake and Referral from October 1, 2012 to September 30, 2013; developed and implemented the **Quality Satisfaction Survey (QSS)** for client feedback, which replaced the Performance Measurement Survey originally developed by the Regional Office.
- Received a 2 year Trillium Grant in November 2014 to pilot the **Family Service Provider** program to offer peer support to families waiting for children's mental health services; this was a collaborative partnership with Woodview Mental Health and Autism Services, and Parents for Children's Mental Health. Woodview has now assumed this program as a core service.
- In 2015 through the Special Needs Strategy planning, the Brant community identified Contact Brant to be the Lead **Coordinating Agency**. Implemented **Coordinated Service Planning**, and our role as the Coordinating Agency, in November 2016.
- Implemented the **FASD** Strategy as part of our Coordinating Agency role in January 2018. An FASD Service Coordinator provides support to families of children with FASD or suspected FASD to navigate the service system, connect to services and help them better understand FASD. Our staff supports the peer leaders of the Brant FASD Caregiver Support Group that provides opportunities for parents and caregivers to network.
- Our primary funder is the Ministry of Children, Community and Social Services (MCCSS), as well as the Ministry of Health (MOH).

For more information, see: www.contactbrant.net