

September 28, 2016

Ms. Suzette Arruda-Santos  
Executive Director  
Yorktown Child and Family Centre  
2010 Eglinton Avenue West, Suite 300  
York, ON M6E 2K3

Dear Suzette,

Thank you for agreeing to chair the 13 to 18 Aged Working Group. The goal of the Year 2 working groups is to continue the foundation of work completed in Year 1 by the lead agency and Year 1 working groups to identify the current landscape for MCYS core services. Harnessing the expertise and experience of its members, working groups will provide analysis and recommendations assessing where we currently are as a sector and what is needed to “move the needle”.

Understanding the service landscape is a critical component of planning for service delivery. The specific mandate of your working group will be to expand the system profile as it relates to both your specific age focus as well as the broader Toronto context. Key areas for review, analysis and recommendations include:

- Translation of the 7 Core Service definitions providing context as they relate to the respective age range of your working group and where possible, clinical clusters (i.e. breakdown of services such as day treatment, targeted prevention etc.)
- Strengths and opportunities that currently exist in our system including evidence-informed/best practices and promising initiatives
- Service gaps and barriers within the system facing infants, children, youth, and families as well as agencies, which are impeding access to effective service delivery as well as improvement and innovation within the sector
- Existing and potential pathways, access and transition points through core services, with other non-core services and with other sectors (e.g. health, education)
- Key trends and possible impact on our work moving forward

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Working groups will begin in September 2016 and run until May 31, 2017. The deliverables for the Working Groups will include, through the Chair, regular updates including areas of alignment and other relevant issues, to the other Year 2 working groups, Health and Education Partnership Tables, and Centralized Point of Access initiative. The working groups are further encouraged to identify other opportunities for cross-pollination of working group activities and ideas.

The working group will produce a final report identifying the group's analysis and recommendations which will inform the work of the lead agency as we move into year 3 planning.

Consideration of the unique requirements of Toronto's diverse communities must also inform the recommendations of each working group. The lead agency will provide backbone support, working with your working group to guide and support any community engagement activities including a specific focus on youth and families. Additional backbone support will include: strategic guidance to assist the Chair in monitoring and measuring progress, facilitating literature searches, access to any available reports and data and other relevant information sources; as well as logistical support including the development and dissemination of meeting summaries, assisting in the scheduling and hosting working group meetings and providing the Chair with reporting and presentation templates.

Once again, thank you for agreeing to Chair this working group. We look forward to working with you.

Sincerely,

Claire Fainer  
Executive Director