MINUTES of the **Community Check-In Task Force** Meeting held on Tuesday, May 26, 2020 at 11:00 a.m. via video conference.

PRESENT:

Voting Members:	Councillor O'Connell (Chair)
	Councillor Simpson
	Councillor Hayes
Staff:	J. Senchyna, Program Services Coordinator
Regrets:	A. Buckle, Program Services Coordinator
Secretary:	T. McCaw, Committee Clerk ll

1. CALL TO ORDER

The meeting was called to order at 11:01 a.m.

2. LATE ITEMS

None.

3. APPROVAL OF AGENDA

It was **MOVED** and **SECONDED** THAT the agenda for the May 26, 2020 Community Check-In Task Force Meeting be approved.

CARRIED.

4. ADOPTION OF MINUTES

It was **MOVED** and **SECONDED** THAT the Minutes of the Community Check-In Task Force Meeting held on May 20, 2020 be adopted.

CARRIED.

5. NEW BUSINESS

(1) **Update on Action Items**
J. Senchyna, Program Services Coordinator, provided a verbal update

on all Action Items.
- Staff is still working on the Resource Guide for website.

(2)   **SFU Webinar Discussion**

J. Senchyna, Program Services Coordinator, provided
An update on an SFU webinar recently attended. Highlights included:
- Meal time for seniors is very difficult during COVID-19 isolation;
- Looking for way to connect with people who are still not connected; and
- Engagement from community partners will provide up to date data for CCI TF.

(3)   **CCI TF Social Media Strategy**

J. Senchyna, Program Services Coordinator, provided a verbal summary and update on the CCI TF social media strategy along with priority list of advertising themes.
- Focus of press release is to raise awareness to the Task Force; including:
  - Reintroduce the name of the Task Force;
  - Mandate is connecting residents to resources;
  - Celebrating seniors week; and
  - Connecting people in need with community partner resources.

6.   ROUND TABLE

The Task Force participated in a round table of discussions. Highlights included:

- What will it look like for seniors post COVID-19 and how can the CCI TF anticipate providing support;
- CCI TF to provide community connections to resources beyond COVID-19; and
- Task Force as a whole will approve all guest invitations.

7.   SUMMARY OF TODAY'S ACTION ITEMS

The following items were added as Action Items:

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- Send revised TOR to M. Roberts to sign revision updating mandate to promote accessibility (cc. Councillor Simpson & J. Senchyna). Once signed. Upload to CCI TF webpage.

- Councillor Simpson to connect with J. Lemire re: Food Bank post for later in June.

- Arrange for Food Bank to present at Council meeting.

- Reach out to seniors groups (RMSS & Seniors Network) to gather a brief write up and description of their presentation to council.

- Reach out to Community Services to determine if they are going to be tracking incoming phone calls to determine effectiveness of CCI TF postcard.

- CCI TF to review MACAI. Councilor Simpson & J. Senchyna to provide proposed recommendations.

- Reach out to Tanya in legislative services to ask for a presentation to council schedule for June to Dec 2020. CCI TF to review date availability at next meeting to schedule presentations.

- Review stakeholder invitations and status for appointed approvals at next meeting. Discuss June 17 agenda format at next meeting

8. ADJOURNMENT

It was **MOVED** and **SECONDED** THAT the meeting be adjourned at 11:51 a.m.

CARRIED.

The next meeting for the Community Check-In Task Force is set for
Wednesday, June 3rd, 2020 at **11:00 a.m**. via video conferencing.