

Waterloo Region Integrated Drugs Strategy - Special Committee on Opioid Response Draft Terms of Reference

Purpose of the Special Committee:

To work together across sectors to advise, coordinate, and direct Waterloo Region opioid response planning.

Operation:

- The Special Committee will be co-chaired by Dr. Mike Beazely, Chair of the WRIDS Steering Committee and by Dr. Hsiu-Li Wang, Associate Medical Officer of Health for Region of Waterloo Public Health and Emergency Services.
- The Special Committee will oversee the development of the Waterloo Region Opioid Response Plan.
- The development of the Waterloo Region Opioid Response Plan fulfils a Public Health Requirement to the Ministry of Health and Long-Term Care to develop a community opioid response plan.
- The Waterloo Region Community Opioid Response Plan will be shared with Regional Council (as its Board of Health) and submitted to the Ministry of Health and Long-Term Care as part of accountability requirements.
- Partner agencies will maintain responsibility within their mandates for plan components they are accountable for, to their respective boards and provincial ministries.
- Partner agencies can use the Waterloo Region Opioid Response Plan to share with their respective boards and ministries as part of their own opioid response.
- The Special Committee will initially operate for one year, at which time the lifespan of the committee will be reassessed. Work will continue beyond the lifespan of the Special Committee within the four pillars and partner agencies.

Goal:

To prevent, reduce, or eliminate problematic opioid use and associated harms using a four pillar approach.

Objectives:

- To plan, coordinate, and monitor a comprehensive, integrated, and collaborative community opioid response;
- To facilitate decision making about key strategies to address the opioid situation;
- To identify strategic gaps in the community opioid response;
- To reflect opioid response strategies organized by the four pillars;
- To emphasize an integrated approach (the fifth pillar) aimed to make connections across the four pillars to support strategy implementation; and
- To support strategic and timely communication with community partners and the public, providing common messaging for decision makers and community champions.

Approach:

Strategic	The Special Committee will seek opportunities that leverage experience, resources, and partnerships, so that collective actions can achieve the greatest impact.
Dynamic	The Waterloo Region Opioid Response Plan is a living document that can be responsive to community need and will be revisited, reviewed, and refined.
Integrated	The Special Committee and the Waterloo Region Opioid Response Plan focus on the intersection of partners, approaches, interventions, and policies that work across the four pillars.

Membership:

Member/ Designate:	Organization & Role, WRIDS Involvement:	Committee Role:
Tim Anderson/ Tanja Curic	<ul style="list-style-type: none"> Chief Administrative Officer, City of Waterloo Policy Planner, Growth Management, Integrated Planning & Public Works, City of Waterloo 	Member
Craig Ambrose	<ul style="list-style-type: none"> WRIDS Justice and Enforcement Coordinating Committee co-Chair Inspector, Waterloo Region Police Services 	Member
Douglas Bartholomew-Saunders/ Deb Schlichter	<ul style="list-style-type: none"> Commissioner, Region of Waterloo Community Services Director of Housing, Region of Waterloo Community Services 	Member
Dr. Mike Beazely	<ul style="list-style-type: none"> Waterloo Region Integrated Drugs Strategy Steering Committee Chairperson or designate WRIDS Prevention Pillar Coordinating Committee Chair University of Waterloo School of Pharmacy 	Co-Chair
Grace Bermingham	<ul style="list-style-type: none"> Manager, Information, Planning and Harm Reduction, Region of Waterloo Public Health WRIDS Harm Reduction Pillar Coordinating Committee co-Chair 	Opioid Response Plan Lead
Marian Best	<ul style="list-style-type: none"> WRIDS Treatment and Rehabilitation Coordinating Committee co-Chair Director of Addiction Programming, Cambridge Shelter Corporation 	Member
David Brenneman	<ul style="list-style-type: none"> Chief Administrative Officer, Woolwich Township On behalf of all Regional Townships 	Member
Dan Chapman	<ul style="list-style-type: none"> Chief Administrative Officer, City of Kitchener 	Member
Gary Dyke/ Cheryl Zahnleiter	<ul style="list-style-type: none"> Chief Administrative Officer, City of Cambridge Internal Auditor, Office of the City Manager, City of Cambridge 	Member
Stephen Gross	<ul style="list-style-type: none"> WRIDS Harm Reduction Pillar Coordinating Committee co-Chair 	Member
Bryan Larkin/ Craig Ambrose	<ul style="list-style-type: none"> Chief, Waterloo Region Police Services or designate Inspector, Waterloo Region Police Services 	Member
Bruce Lauckner/ Rebecca Webb	<ul style="list-style-type: none"> Chief Executive Officer, Waterloo-Wellington Local Health Integration Network Manager, Health System Integration, Waterloo-Wellington Local Health Integration Network 	Member

Pam McIntosh	<ul style="list-style-type: none"> • Director of Addiction Services, House of Friendship WRIDS Treatment and Rehabilitation Coordinating Committee co-Chair • Waterloo Region Integrated Drugs Strategy Vice-Chair 	Member
Judy Merkel	<ul style="list-style-type: none"> • Superintendent, Waterloo Catholic District School Board 	Member
Eve Nadler	<ul style="list-style-type: none"> • Health Promotion and Research Analyst, Region of Waterloo Public Health 	Staff support
Dr. Liana Nolan/ Dr. Hsiu-Li Wang	<ul style="list-style-type: none"> • Commissioner & Medical Officer of Health, Region of Waterloo Public Health • Associate Medical Officer of Health, Region of Waterloo Public Health 	Member
Karen Quigley-Hobbs	<ul style="list-style-type: none"> • Director, Infectious Diseases, Dental & Sexual Health, Region of Waterloo Public Health 	Member
Don Roth	<ul style="list-style-type: none"> • WRIDS Justice and Enforcement Coordinating Committee co-Chair • Director of Services, Canadian Mental Health Association, Waterloo Wellington 	Member
Peter Rubenschuh	<ul style="list-style-type: none"> • Superintendent, Waterloo Region District School Board 	Member
Christiane Sadeler/ Michael Parkinson	<ul style="list-style-type: none"> • Executive Director, Waterloo Region Crime Prevention Council • WRIDS Steering Committee member • Community Engagement Coordinator, Waterloo Region Crime Prevention Council 	Member
Lindsay Sprague	<ul style="list-style-type: none"> • Coordinator, Waterloo Region Integrated Drugs Strategy 	Staff support
Chief Stephen VanValkenburg/ Rob Crossan	<ul style="list-style-type: none"> • Chief, Paramedic Services, Region of Waterloo Public Health • Deputy Chief, Paramedic Services, Region of Waterloo Public Health 	Member
Dr. Hsiu-Li Wang	<ul style="list-style-type: none"> • Associate Medical Officer of Health, Region of Waterloo Public Health 	Co-Chair

Roles and Responsibilities:

Co-Chairs	<ul style="list-style-type: none"> • Chair meetings • Create and distribute meeting agendas and notes • Act as primary point of contact for work group members • Develop processes related to the goals and objectives • Provide monthly updates to the WRIDS Steering Committee • Provide quarterly updates to Regional Council
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<p>Opioid Response Plan Lead</p>	<ul style="list-style-type: none"> • Support meeting facilitation • Lead updating Terms of Reference and development of planning and supporting documents • Lead the development of the Opioid Response Plan • Lead special committee and consultative follow-up and action items • Lead measuring progress of special committee and opioid response plan • Provide relevant opioid related planning updates, information, and evidence
<p>Members</p>	<ul style="list-style-type: none"> • Add agenda items; provide updates as needed • Review documents in advance of meetings as required • Regularly attend meetings; reply to emails and other requests for support or information • Contribute to meetings through provision of strategic input and expertise • Collaborate with members and outside influencers to achieve goal and objectives • Contribute to strategic action item implementation to meet goal and objectives • Act as community champions supporting common messaging related to opioid response
<p>Staff Support</p>	<ul style="list-style-type: none"> • Take meeting minutes • Provide meeting facilitation support as needed • Support development of planning and supporting documents • Support measuring progress of special committee and opioid response planning • Provide administrative support to meeting planning

The Special Committee will oversee the development of the Opioid Response Plan for Waterloo Region. Individual partner agencies of this Committee will maintain responsibility within their mandates for components of the Plan they are accountable for to their respective provincial ministries (e.g. the LHIN for addictions treatment; Police for community safety). Public Health has a mandate from the Ministry of Health and Long-Term Care to meet specific requirements related to harm reduction (e.g. needle syringe program) and to improve local opioid response capacity through the development and implementation of a community opioid response plan. To that end, Public Health will be



co-chairing and providing secretariat support to the Special Committee, and will be responsible for updating the Ministry of Health and Long-Term Care on progress of the plan. The Opioid Response Plan will be developed and approved by the Special Committee of the Waterloo Region Integrated Drug Strategy. Public Health will provide the plan to Regional Council (as its Board of Health) for their information prior to its submission to the Ministry of Health and Long-Term Care.

Meetings:

The WRIDS Special Committee on Opioid Response will meet on the third Wednesday of every month for 2018 immediately before meetings of the WRIDS Steering Committee for its first year of operation. Meeting frequency may be altered as needed.

Date	Time	Location
Wednesday, February 21, 2018	1:30 – 3:00 p.m.	Public Health and Community Services, 150 Main St. Cambridge, Room M05
Wednesday, March 21, 2018	1:30 – 3:00 p.m.	Public Health and Community Services, 99 Regina Street South, Room 508
Wednesday, April 18, 2018	12:30 – 3:30 p.m.	Public Health and Community Services, 150 Main St. Cambridge, Room 170
Wednesday, May 16, 2018	1:30 – 3:00 p.m.	Public Health and Community Services, 99 Regina Street South, Room 508
Wednesday, June 20, 2018	1:30 – 3:00 p.m.	Public Health and Community Services, 150 Main St. Cambridge, Room 170
Wednesday, July 18, 2018	1:30 – 3:00 p.m.	Public Health and Community Services, 99 Regina Street South, Room 508
Wednesday, August 15, 2018	1:30 – 3:00 p.m.	Public Health and Community Services, 150 Main St. Cambridge, Room 170
Wednesday, September 19, 2018	1:30 – 3:00 p.m.	Public Health and Community Services, 99 Regina Street South, Room 508
Wednesday, October 17, 2018	1:30 – 3:00 p.m.	Public Health and Community Services, 150 Main St. Cambridge, Room 170
Wednesday, November 21, 2018	1:30 – 3:00 p.m.	Public Health and Community Services, 99 Regina Street South, Room 508
Wednesday, December 19, 2018	1:30 – 3:00 p.m.	Public Health and Community Services, 150 Main St. Cambridge, Room 170