

**NORTHUMBERLAND
COUNTY:
INITIAL PROGRESS
REPORT FOR THE
COMMUNITY LIAISON
COMMITTEE (CLC)**

December 2024



PRESENTATION OVERVIEW

- Defining the Purpose And Role Of The CLC
- How the CLC was Formed
- Key Progress And Early Outcomes
- Next Steps and Long-Term Vision



PURPOSE AND ROLE OF THE CLC

PURPOSE OF THE CLC

- Foster collaboration between Transition House and the Cobourg community
- Provide a platform for open dialogue and constructive problem-solving
- Support the integration of the 310 Division Street shelter into the neighbourhood
- Build trust and promote mutual understanding



WHAT THE CLC WILL FOCUS ON

- Addressing community concerns through two-way communication
- Developing practical solutions for safety, transparency, and integration
- Enhancing education and awareness about homelessness and shelter operations
- Sharing updates and progress with the broader community



WHY THE CLC IS IMPORTANT FOR COBOURG

- **Strengthen relationships within the Cobourg community** through transparent and meaningful engagement
- **Foster trust and collaboration** between residents, the surrounding neighbourhood, Transition House staff and guests, and community partners
- **Showcase Cobourg's leadership** in adopting a community-driven approach to addressing homelessness
- **Reinforce the critical role of shelters** as essential resources in helping individuals transition to stable housing.



HOW THE CLC WAS FORMED

RECRUITMENT AND SELECTION PROCESS

**CALL FOR
APPLICATIONS**

**EXPRESSION
OF INTEREST**

**IN PERSON
TRAINING
SESSION**

**COMPETENCY
SCORING AND
SELECTION**

**FINAL
MEMBERSHIP
ANNOUNCEMENT**



CLC MEMBERSHIP



WHO IS REPRESENTED ON THE CLC

A Diverse of Group of Members Representing:

- Immediate neighbours and community members representing diverse local perspectives
- Experts from health, mental health, law enforcement, faith organizations, and local business
- A representative from the Town of Cobourg, ensuring municipal alignment and local insights
- Transition House leadership and County representatives aligning shelter operations with community goals



A COLLABORATIVE EFFORT

- **Overwhelming Response:** Many skilled and compassionate individuals applied.
- Selection process prioritized diverse voices to reflect the community's strengths and the realities of its challenges.
- Highlights the community's collective investment in creating meaningful change.
- Special thanks to **all applicants** for their commitment to addressing homelessness.



BUILDING MOMENTUM

Key Outcomes of the First CLC Meeting

FIRST MEETING OVERVIEW

December 17th, 2024 :6pm-8pm

- **Introductions and Purpose:** Welcomed members, shared the CLC's purpose, and aligned on objectives
- **Terms of Reference:** Reviewed and refined group expectations and operational guidelines
- **Shelter Updates:** Transition House shared updates on emergency shelter operations
- **Communication and Concerns:** Discussed how the CLC will communicate internally and externally, and identified initial community concerns
- **Future Focus:** Outlined potential topics for future meetings and scheduled upcoming sessions



KEY THEMES FROM 1ST MEETING

- **Trust and Collaboration:** Strengthening trust and building deeper collaboration among the shelter, its staff and guests, and the Cobourg community.
- **Transparency:** Prioritizing open, clear, and timely communication, ensuring all stakeholders remain informed and engaged.
- **Action-Oriented Focus:** Emphasize meaningful and measurable progress, focusing on practical outcomes that address community concerns.
- **Inclusivity:** Value all voices, with a focus on integrating lived experience and diverse perspectives into the group's work.



INITIAL FOCUS AREAS IDENTIFIED

- **Community Safety:** Developing strategies to enhance safety for shelter guests, staff, and the surrounding neighbourhood
- **Communication Frameworks:** Creating systems for internal collaboration, two-way feedback, and public updates
- **Education and Awareness:** Promoting understanding of homelessness and reducing misconceptions
- **Measuring Success:** Establishing clear indicators to track progress and outcomes.



BUILDING ON KEY OUTCOMES

- Members agreed to dedicate the next session to a **4-hour workshop** to focus deeply on priority areas
- **Commitment to Action:** Members emphasized the importance of being an action-oriented group, focused on driving solutions rather than just discussions
- Commitment to developing actionable plans and measurable results
- Continued emphasis on collaboration and transparency as guiding principles.



PROGRESS TO DATE

Establishing the CLC Framework

KEY MILESTONES ACHIEVED

- **CLC Membership Confirmed, and 1st Meeting Held:** A diverse group of members committed to represent the community, ensuring balanced perspectives
- **Terms of Reference Drafted:** Establishes the group's purpose, operating principles, and advisory responsibilities
- **Confidentiality Agreement Finalized:** Ensures trust and discretion within the CLC to protect sensitive information
- **Identified Initial Focus Areas:** Community safety, communication, education, and success metrics



TERMS OF REFERENCE OVERVIEW

- **Purpose:** Facilitate dialogue, build trust, and address community concerns constructively
- **Operating Principles:** Foster respect, inclusivity, and solution-oriented collaboration
- **Roles and Responsibilities:** Clarifies the advisory role and expectations for all members
- **Accountability:** Ensures transparent decision-making aligned with the community's needs.



TERMS OF REFERENCE HIGHLIGHTS

- **Meeting Schedule:** Monthly meetings with flexibility based on emerging needs
- **Consensus-Based Decision-Making:** A collaborative approach ensuring all voices are heard
- **Focus on Success Indicators:** Measuring trust, awareness, and actionable outcomes over time
- **Time-Limited Operation:** Planned for a minimum of one year, with periodic reviews to assess the CLC's impact and determine the need for continuation or adaptation
- **Commitment to Action:** Ensures the CLC remains results-driven, focused on solutions rather than discussion alone



NEXT STEPS

Focused on Action

WORKSHOP PLANNING

Workshop Goals:

- **Focused Discussions into key areas:**
 - Community safety
 - Communication frameworks
 - Education/awareness building
- Develop actionable plans and identify **measurable outcomes**
- Foster collaboration through targeted discussions and goal-setting



COMMUNICATION FRAMEWORK

- Establish **clear processes** for how the CLC will:
 - **Engage** with the broader community.
 - **Share** updates and progress among members.
 - **Receive** and address community feedback effectively.
- Create materials to ensure **transparency and consistent messaging**



ORGANIZING FOR SUCCESS

- **Identify Member Roles and Collaboration Opportunities:**
 - Assign key roles like Chair, Communications Lead, and Secretary
 - Explore the creation of ad-hoc groups or subcommittees to focus on specific priorities
 - Consider inviting content experts to present on key topics, providing the CLC with additional insights and education
- **Develop a Public-Facing Summary:**
 - Share key outcomes from the inaugural meeting with the broader community
 - Highlight the CLC's focus areas, next steps, and commitment to action and transparency
- **Enhance Internal Processes:**
 - Establish clear guidelines for internal communication and decision-making
 - Set expectations for consistent engagement and follow-through by all members



LOOKING AHEAD

KEY TAKEAWAYS

- The CLC has established a strong foundation through a **diverse membership** and clear Terms of Reference
- Members are **committed to action**, focusing on real solutions and measurable outcomes
- Early progress reflects the dedication and collaboration of both the CLC and the broader Cobourg community
- Next steps prioritize **safety, communication, and transparency**, ensuring alignment with community goals.



KEY TAKEAWAYS

- The work of the CLC represents a community-driven approach to addressing homelessness
- Cobourg's commitment to making homelessness rare, brief, and non-recurring is evident in the passion and expertise of CLC members as well as those who applied but weren't selected
- The journey ahead will require continued collaboration, transparency, and shared accountability to build trust and create meaningful change



ACKNOWLEDGMENTS

- **Transition House and County Staff:**

- Dedication to collaboration and solutions for the community's most vulnerable.

- **Community Members:**

- Appreciation to all who applied, showcasing deep care and commitment to collective action.

- **County Council:**

- Thanks for your leadership and continued support in addressing homelessness.



QUESTIONS

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