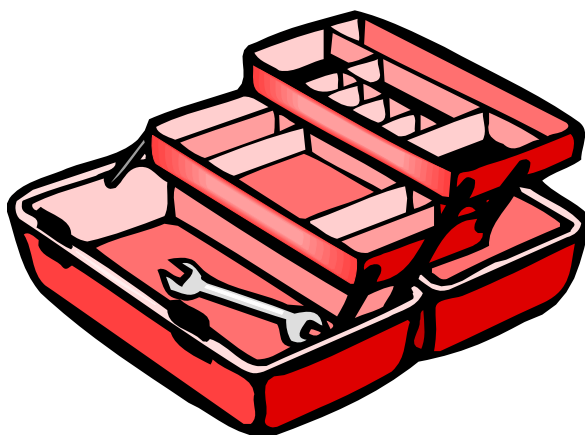


Provincial Advisory Committee

Strengthening NB Regional Violence Prevention Networks
(Phase 1)

Final Report

April 2006



Provincial Advisory Committee
Strengthening NB Regional Violence Prevention Networks (Phase 1)
Final Report

The Women's Issues Branch has among its responsibilities to ensure the leadership and co-ordination function of "A Better World for Women: Moving Forward 2005-2010". In this area, the initiatives are aimed towards more cohesiveness and integration of programs and services between departments and community stakeholders. Among the commitments contained in the action plan are the strengthening of Regional Violence Prevention Networks and the creation of new networks in regions where their need is identified. The objectives are to:

- Strengthen the standing of each existing network by providing the opportunity to learn from each other and to share tools and resources;
- Assist regional networks by addressing their training and development needs;
- Create a give-and-take forum that promotes an effective way of staying connected to communities year-round;
- Organize training events, distributing information and tools, and getting feedback as needed.

To help reach these objectives the Women's Issues Branch has created a provincial advisory group which met for the first time in November 2005. This Provincial Advisory Committee will play a key role in the implementation of new services and strategies that support community violence prevention initiatives as outlined in the action plan. Some of those services are:

- Sexual assault services
- Treatment and support program for children exposed to violence
- Prevention programs for children and youth
- Public education strategies
- Outreach and crisis intervention.

It is very important that the regional Violence Prevention Networks be well prepared to receive these new services, assess the needs in their communities and identify the best locations for delivery of those services in their region. At the Provincial Advisory Committee's first meeting the needs of the networks have been identified and the Women's Issues Branch has committed to respond to those needs and enhance the capacity and capability of the community based Violence Prevention Networks to deliver better coordinated and collaborative services prior to the implementation of services identified under the "Better World for Women" action plan.

As outlined in A Better World for Women: Moving Forward 2005-2010, the Provincial Advisory Committee will meet up to 3 times/year to address these goals. During these meetings there are three streams of activities that will take place, including skills development, showcasing of different regions' services/projects, and resource sharing. After the committee's first meeting, the Women's Issues Branch agreed to submit a proposal for funding through the Crime Prevention Action Fund. The proposal outlines two activities, support for the regional networks that would allow **part-time coordinators**

to be hired and another opportunity to meet as a whole committee before year-end at a **provincial workshop**. This proposal was to support the Women's Issues Branch in organizing these activities before the end of March 2006.

Part I of the final report will address the workshop, which was organized in March 2006 to offer training sessions, and skills-building workshops in the areas previously identified by the representatives. This workshop gave the committee an opportunity to meet a second time during the 2005-2006 fiscal year. The agenda for the workshop was determined by feedback provided by representatives at the first Provincial Advisory Committee meeting, and through subsequent communications. The next meeting of the committee is to take place sometime in the fall of 2006.

Part II of the final report will address the Network Coordinators. Prior to the implementation of new services in the communities through out the province, part-time coordinators were put in place to assist the volunteer led Violence Prevention Networks in:

- Defining the boundaries of each Network
- Mapping service delivery in each region
- Preparing needs assessments.

Much of the work completed by the Network Coordinators was used in discussions carried out at the March Workshop

PROJECT OBJECTIVES:

As outlined in the proposal, the project objectives are:

- 1.1) To provide participants with an opportunity to increase their awareness of better practises in N.B.
- 1.2) To provide participants with an opportunity to increase their awareness of service delivery models in N.B. (i.e. sexual assault services)
- 1.3) To provide participants with an opportunity to increase their networking skills.
- 2.1) To provide participants with an opportunity to increase their knowledge of available family violence services/resources in N.B.
- 2.2) To provide the Provincial Advisory Committee with an opportunity to increase their knowledge of the boundaries of each family violence prevention network in the province.

*"How lucky we are in N.B.
to have potential for
change."*

Part I – Provincial Advisory Committee Workshop

The Provincial Advisory Committee met from March 29th-31st in Moncton, NB for a two and a half day workshop. Present at the meeting were 24 committee members, consisting of representatives from each of 14 regional networks, as well as each network's coordinator, a total of 14 coordinators. Executive Directors of Transition Houses, in regions where they were not represented on the Provincial Advisory Committee, were also invited to participate in the workshop, 4 attended. In total 42 participants were in attendance.

(for complete contact list of participants, [see Appendix 1](#))

Each participant was provided with a Participant Toolkit binder, with copies of all the tools and notes for many of the presentations for their future use. (Please [see Appendix 2](#) for Table of Contents). Each committee received a small toolbox filled with tools to conduct effective meetings and presentations; in this was a CD containing a digital format of all the tools included in the binder.

(for a complete conference agenda, [see Appendix 3](#))

“Very well run conference – lots of learning opportunities. Lots of hands on activities. Have been to a number of conferences which could have learned much by the approach here. Loved Susan Aglukark! (Afternoon & Evening).”

“Such a pleasure to meet at the provincial level; it makes you feel less alone.”

*“Binder very comprehensive;
Interesting sessions;
Great participation;
Facilitator fantastic!”*

CONFERENCE CONTENT: Day ONE



PROVINCIAL ADVISORY COMMITTEE

The Provincial Advisory Committee is in the early stages of development. The committee is intended to act as a hub for all regional networks in the province, as well as the Women's Issues Branch, to communicate/network through, and to reach all of the goals as outlined in the introduction. Given that this workshop would be only the second time that the committee would meet as a whole, time was set aside at the beginning of the workshop to work with representatives to flesh out more of the structure, vision, roles and responsibilities of the committee, mapping, and communication processes. These were important exercises to complete in order for the committee to move forward in its development.

1. PROVINCIAL ADVISORY COMMITTEE STRUCTURE

After brief introductions from everyone, the workshop began with a short information piece regarding the structure of the committee. Each participant received a simple diagram, of the Model for the New Brunswick Provincial Advisory Committee, highlighting the importance of flow between entities in reciprocal directions, as well as the value of the communities being the base for everything that they do.

([See Appendix 4](#) for model)

2. VISION EXERCISE

A visioning exercise was completed, in which participants were asked to share specific ideas on the *vision, outcomes and successes* expected from the Provincial Advisory Committee. Some of the highlights are outlined below:
(see Participant Toolkit binder, section 1 for visioning tools)

| Benefits of the networks | Focus areas | Approach/Outcomes |
|--|--|--|
| <i>Key messages:</i> | | |
| <ul style="list-style-type: none"> • Whole province working in a united stand to end violence • Province aware of local needs • Reach all communities → know exactly what each region is and come up with solutions to address gaps/overlaps • Helps create consistent approach to services – same services in each community • Networking in order to maintain a partnership, communication, and sharing of knowledge, expertise, and services | <ul style="list-style-type: none"> • Ending violence & abuse in relationships • All agencies working together with common goal • Adequate support for people dealing with family violence | <ul style="list-style-type: none"> • Tremendous opportunity for: <ul style="list-style-type: none"> o Creativity! o Change! • Every community represented & able to provide same level of services whether rural or urban • Increased awareness of the issue of family violence • Increased accountability • Coordinated responses • Gap analysis across province, work / strategize to close gaps • Build capacity for action |
| <i>Other points:</i> | | |
| <ul style="list-style-type: none"> • Ongoing communication strategy to keep doing work between meetings • Increase media/education → systemic change • Recognizing regional / community needs while also working towards provincial vision • Transparency in our communities • Continuity | <ul style="list-style-type: none"> • Proactive rather than reactive approach • NB as a leader in intervention & prevention of family violence • Successful partnerships between communities, government service providers and partners • Services would be available / stable in all communities | <ul style="list-style-type: none"> • Networks represented here are connecting regularly with more efficient active communication to share information and resources • Ongoing evaluation & feedback at all levels • Develop resources to meet needs; they must be accessible and effective • Community expertise reflected in action plans of provincial strategy |

“The committee is really action oriented which is very good.”

3. THE PLAYERS

The Women’s Issues Branch provided an information-sharing piece regarding the roles of each of the players on the Provincial Advisory Committee.

The role of the Women’s Issues Branch, the Provincial Advisory Committee, the members of the committee, each of the represented Regional Networks, and the Network Coordinators were discussed. Participants were provided with a document highlighting all of the important details of each of these players’ roles in their Participant Toolkit binders. (see *Participant Toolkit binder, section 2 for relevant tools*)

ROLES AND RESPONSIBILITIES OF REPRESENTATIVES

For the committee to achieve its objectives, it is important that representatives fully embrace the following roles and responsibilities:

WOMEN’S ISSUES BRANCH

- Organize, coordinate and facilitate meetings of the Provincial Advisory Committee, up to three times per year;
- Share information on provincial strategies/initiatives;
- Provide support, as needed, to representatives to facilitate necessary discussions around their respective networking tables;
- Provide administrative support to the Provincial Advisory Committee (i.e. translation, resource materials, etc.);
- Support regional networks both within and outside of the meetings, as required.

REGIONAL NETWORK REPRESENTATIVES

- Actively participate by being prepared for meetings and contributing to the meeting content;
- Gather and bring forward information from your respective networks to adequately represent their needs, interests and concerns;
- Ensure that at least one representative can attend all meetings, for the entire meeting. (If this is not possible, it might be in the best interest of your network to send another representative in your place);
- Provide support to other members both within and outside of meetings;
- Fully brief your co-representative if s/he was unable to attend a meeting, as soon as possible after the meeting;
- Fully brief your regional network on the developments at meetings, as soon as possible after a meeting;
- From time to time the regional networks will need to make important decisions for their communities on particular issues (e.g. hiring a coordinator, implementation of new services and strategies). It is important that the representatives recognize that they are the voice of their networks and therefore, of their communities, and it is their responsibility to ensure that decisions brought forward are decisions of the entire network and not individual agencies/organizations.

“Amazing – thank you! → fingers crossed for continued funding for the coordinators”

4. MAXIMIZING YOUR ROLE

Through a brainstorming exercise participants discussed how they can maximize their roles on the committee. This would also serve as an example of a team building exercise that participants could bring back to their regional networks. The small groups discussed what they do/can bring to the table that demonstrates *commitment, communication and collaboration*, in attempting to maximize their individual roles on the Provincial Advisory Committee. The small groups then shared their ideas with the larger group.

Participants identified individual skills/qualities that specific members bring to the table (i.e. years of experience, expertise in the field, board experience, facilitation experience, communications skills; proposal writing skills, etc.), as well as general qualities that are important to focus on, such as:

- Commitment - continuity and consistency in attendance/participation; bringing new ideas to the floor; enthusiasm; etc.
- Communication – up-to-date contacts; regular meetings; newsletter; etc.
- Collaboration – bringing whole selves to the table (including different ‘hats’ people wear), having clear roles and infrastructure, etc.

A list provided in the Participant Toolkit binder (*section 2*) suggests options to consider of representatives at the network table. After completing a similar exercise with their own networks, the suggested list could help their network to expand upon their membership in order to ensure all of the important qualities/skills required to maximize their own network’s capabilities, are at the table.



5. MAPPING GEOGRAPHIC AREAS OF REGIONAL NETWORKS

In order to determine what areas each regional network services, to assess overlaps and gaps, and come up with ideas of how to handle them, each committee outlined the approximate region served by their committee on one map. Network coordinators began researching their communities' boundaries prior to the March workshop to provide an idea of where their network services. It was determined that there are areas that are not currently being serviced, as well as areas where committees overlap due to different factors, including discrepancies between regions served by individual service providers sitting on the committee (i.e. Health region may be different from the Education boundaries, different from the Family & Community Services boundaries).

Some of the solutions that were discussed, include:

- Regional networks that overlap need to establish communication lines, and stay up to date on one another's activities.
- Regions that have gaps - networks surrounding those communities could discuss how best to accommodate the needs of such communities, i.e. by inviting to one or more other regional network tables, or perhaps forming a sub-committee of an existing network to meet the needs of areas not currently represented on the Provincial Advisory Committee.



6. COMMUNICATION PROCESS

It had been identified that a crucial factor in utilizing the Provincial Advisory Committee to the best of its ability would be to ensure that effective communication processes be in place, not only during meetings, but in between meetings. This would facilitate better networking across the province. An exercise pooling suggestions for improving the communication process of the Provincial Advisory Committee was completed. As detailed below, during the exercise, groups discussed established lines of communication, ways to improve upon them, and new lines of communication. (see *Participant Toolkit binder, section 3 for relevant tools*)

| Communication Needs | Suggestions | Protocols |
|--|---|---|
| <i>Existing communication lines</i> | | |
| Comprehensive contact list <ul style="list-style-type: none"> ▪ Email ▪ Mailing addresses ▪ Phone ▪ role | 1. update contact list (* see Appendix 1 for updated list *) 2. exchange business cards | a. establish protocols to prevent flood of email replies/frequent overload of inbox b. protocols for frequency of communication between meetings, etc. ? c. WIB “filter” communication? |
| Minutes | 1. secretary 2. minutes for each meeting sent via email 3. identify roles on committee (i.e. secretary) 4. ECO/WIB act as secretary | a. WIB should take on this role for consistency & translation b. Group be given an opportunity to edit and respond to minutes. |
| <i>Communication lines for future consideration</i> | | |
| Newsletter / web page | 1. link for each network 2. individual networks would be responsible for providing updates 3. onus on individual members to “check-in” 4. updated after meetings 5. GNB Violence Prevention Initiative website could serve as a parent site, but has limitations 6. St. John - Urban Core Network website could serve as a “parent site” 7. linking between sites | a. providing updates could be network coordinators’ responsibilities b. requires a “webmaster” c. WIB maintain website? d. Email update of website notification |
| Somewhere to post current info about meetings; minutes; upcoming meetings, etc. | | a. info from provincial committee goes to primary reps who are responsible for distributing to local network b. * important to accurately describe subject of email in subject headings |

SHOWCASING

A vital aspect of the networking to take place within the Provincial Advisory Committee will include information sharing between regions, as well as that disseminated from the Provincial strategy through the Women's Issues Branch, sharing of resources across the province, and sharing ideas/projects being carried out by different networks / organizations.

(see Participant Toolkit binder, section 4 for relevant tools)

The Women's Issues Branch took the opportunity to provide some information to the committee, on a few Provincial initiatives.

- 1) Each Network was provided with a copy of the "Process of Leaving" diagram, in a mounted presentation format to be used as a tool when working with woman abuse issues.
- 2) The booklet "Ending Abuse in Your Relationship – a Woman's Roadmap to Empowerment" developed in collaboration with Public Legal Education and Information Service of New Brunswick, a tool for use by women in transition, was presented. A copy of the booklet, in French and in English, was provided to each of the participants.
- 3) An update on the specialized Domestic Violence Court initiative was also presented.

SHOWCASE 1

Because each of the regional networks are in very different places (i.e. some are in the very beginning stages, some are very active, some in the process of re-energizing and renewing) it was suggested that hearing from other networks at the committee meetings would be beneficial to all representatives. The Provincial Advisory Committee could take information about the networks' processes of development, as well as projects they have been/ are involved in, and examine itself, also the regional networks could each do the same within their own networks.

Two long-standing networks were invited to share their general background and area they serve, how their committee is structured, it's purpose and vision, accomplishments and challenges met by the committee, as well as lessons learned during the process.

1. Coalition Against Abuse in Relationships (CAAR) ~ Moncton

Presenter: Gabrielle Maillet
Chairperson, Coalition Against Abuse in Relationships
/ Coalition contre l'abus dans les relations
Tel.: 856-2875
Gabrielle.maillet@gnb.ca

([see Appendix 5](#) for notes)



2. Table de concertation pour contrer la violence familiale et conjugale dans la Péninsule acadienne

Presenters:

Nadia Losier
Directrice de l'Accueil Sainte-Famille Inc.
Tel: 395-1500
ou ligne directe de la directrice: 395-6344
Fax: 395-6677
acstefam@nbnet.nb.ca

Martine Haché
Service à la Famille de la Péninsule
Tel: 727-9320
Fax: 727-1862
sfpmartine@nb.aibn.com

([See Appendix 6](#) for notes)

SHOWCASE 2

Fredericton Sexual Assault Crisis Centre

Presenter: Lorraine Whalley
Executive Director, Fredericton Sexual Assault Crisis Centre
454-0460
fsacc@nbnet.nb.ca

As indicated in "A Better World for Women: Moving Forward 2005-2010", a model of sexual assault services will be developed and established to ensure delivery of minimum level services to all New Brunswick women. In an effort to inform the committee members about what is happening in regards to this, Lorraine Whalley, Executive Director of the Fredericton Sexual Assault Crisis Centre was invited to present background information on FSACC, as well as their provincial initiative for sexual assault services. ([see Appendix 7](#) for notes)

In response to needs identified in communities across the province, including many difficulties across medical, judicial and support systems, lack of accessible and affordable counselling and crisis intervention services for survivors; barriers to reporting; inconsistent police procedures; gaps in medical response; and, limited training in frontline responders, the Fredericton Sexual Assault Crisis Centre proposes a province-wide initiative that would collaborate with the regional family violence prevention

networks, working to enhance the networks where necessary, to include sexual assault. The proposal outlines the collaboration of service providers from both community and government through the regional networks, and utilizes the model and tools developed through the Fredericton Sexual Assault Crisis Centre's project Aware & Supportive Communities.



SHOWCASE 3

Committee representatives identified at the first Provincial Advisory Committee meeting that they would like to hear from other community projects, to learn about what resources are available in other areas, and share new ideas. The Beausejour Family Crisis Centre was invited to present on their Violence-Free Tool Kit, which is a community-based initiative, provided at the local level. The project is federally funded, and is being offered province-wide.

Violence-Free Tool Kit

Presenter: Anne LeBlanc
Beausejour Family Crisis Resource Centre
Tel.: 383-8096
jqvienne@nbnet.nb.ca

Anne LeBlanc provided a short overview of a project that the Beausejour Crisis Centre has underway. A Violence-Free Tool Kit was developed in 2001, originally for use in schools with children from kindergarten to grade 4. It was presented in all schools in their area.

A suggestion was made to offer the toolkit at a provincial level in all Transition Houses throughout the province. With funding from the National Crime Prevention Strategy, a handmade toolkit is now being made available to every transition house in NB, along with facilitator training. There is a two-hour training session available, and a bilingual guide, which provides all the tools needed.



Four major topics are covered by the activities in the toolbox:

- What is violence? Physical? Emotional violence? Sexual violence? Negligence?
- Together we can stop violence
- Taking control in violent situations
- Resources to protect myself

Integral to the toolkit activities, each youth must participate actively during each game. A gender-neutral doll, named Violet/Blue serves as a mascot / imaginary person. Throughout the activities, the youth are intended to address the doll, not the facilitator.

By participating in the toolkit activities the children learn more about family violence, how to recognize it, and how to cope with it. Resources/services are made available for children who reveal abuse in their lives.

SHOWCASE 4

Presentations by recipients of funding through the “A Better World for Women Action Fund”

A Better World for Women: Moving Forward 2005-2010 represents the commitment made by the Government of New Brunswick to address the problem of violence against women. The action plan is based on a partnership between government and community and consists of building on existing initiatives and developing new ones over the course of the next five years. The Women’s Issues Branch of the Executive Council Office is responsible for the coordination and implementation of *A Better World for Women: Moving Forward 2005-2010*. The *Better World For Women Action Fund* provides one-time grants, up to \$5000, to assist communities on initiatives to support abused women and address violence prevention. For further information or to make applications for funding, community organizations may contact the Women’s Issues Branch.

During the workshop, four recipients of the Action Fund gave presentations.

1. The Many Faces of Violence Awareness Project

Presenter: Sheri Coburn
Domestic Violence Outreach Coordinator
632-5616
cobsh@reg2.health.nb.ca



“I liked how the information was funneled down from the Advisory Committee to the players to the Women’s Issues Branch to the showcases”

The Urban Core Support Network is a coalition of individuals living in poverty, community organizations and businesses working together to reduce poverty in Saint John. Domestic Violence outreach is a free service, which works to improve the lives of individuals and communities impacted by Domestic Violence through counseling, education and increased public awareness.

The objective of “The Many Faces of Violence” collaborative project is to create a renewed focus on the issue of family violence in Saint John region. The project team realized the importance of keeping the issue on the public radar, as well as redefining what constitutes violence. Through a variety of education, awareness and consciousness raising activities the project team has been working toward meeting these objectives.

The project team has already accomplished a number of activities:

- Valentine’s Day Awareness Campaign:
 - Cards (10, 500) distributed to gift stores/flower shops to be included in every purchase stating: “Chocolates and flowers are not enough”
- Connected with local high school and created a media stir around the teens’ efforts in a play being put on about Dating Violence
- International Women’s Day
 - Helped to increase participation of an existing event
 - Increased/broadened family violence awareness
 - Helped with advertising
 - Handed out 800 invites for Coverdale’s event (doubled their participation from previous years)
- “Take the Quest” challenge
 - points earned for activities that help prevent violence / promote awareness around family violence, with a minimum number of points earned participants were entered into a draw for a donated \$500 gift basket
 - printed fridge magnets with violence prevention slogans & “Take the Quest” website url
- April 10th – Lunch & Learn “A Journey through the system” – role playing with panelists representing different segments of the system: police; Transition House; Victim Services; Family Court; Criminal Court
- Website: since March 8th had over 1800 hits and over 100 documents downloaded
- Ads running every Monday, advertising the website and campaign

2. Le Partenariat communautaire Restigouche

Presenter: Jocelyne Babin
Directrice Maison Notre-Dame House
Tel: 789-0390
maisonnotredame@nb.aibn.com

*“Overall a very good day
– informative, challenging
& worthwhile.”*



Le Partenariat communautaire Restigouche is in the process of developing a telephone directory card / quick reference indicating local accommodations, counselling and legal aid, as well as the comfort line, available to families affected by family violence. The card will fit discreetly in a purse or pocket, and is to be distributed to targeted clients.

3. Edmundston

Presenter: Francoise Godin
Régie régionale de la sante-quatre
Tel.: 735-2092
Francoise.Godin@chr4.health.nb.ca

“I really liked the diverse mixture of speakers you had. The flow of the day went well and just enough time for breaks & speakers. It’s nice to see things, or should I say ideas that are taking place around N.B.”



The objective of the Edmundston Family Violence Committee’s project is to increase the awareness of family violence and to expand committee representation by attracting key members of the community to the committee through education and awareness activities.

- A brochure has been created, to be launched in May with a media release.
- Training for committee members on communication within the network, cooperation and resource knowledge will be offered.
- Project → play, involving schools, last fall
- Preparing a banner to become more visible in our community

- Exhibits, brochures & pamphlets
- Community event targeting parents with children in school.

4. La Table de concertation pour la violence conjugale et familiale dans la Péninsule Acadienne

Presenter: Martine Haché
 Service à la Famille de la Péninsule
 Tel: 727-9320
 Fax: 727-1862
sfmartine@nb.aibn.com

"I really enjoyed the sharing of experiences & activities done in each of the communities."



La Table de concertation pour la violence conjugale et familiale dans la Péninsule Acadienne is working on a project which is a complimentary component to the CHOIX (CHOICES) program. Family members exposed to violence will be able to receive additional tools to better develop communication and inter-relation skills. It is necessary to develop healthy relations to minimize the risk of violence continuing through generations. This program will provide necessary follow-up to the CHOIX (CHOICES) program already in place, for family members affected by violence. The program has not been launched yet, but is anticipated to be in practice by the fall.

Families who have received services previously will be targeted, for the first program offered. It will work to enhance communication with the family in both the Mother/child relationship and the Father/child relationship, after violence. The program will assess and provide tools when families come back together. It contains modules regarding parenting skills, and will allow the program to expand upon services already provided, focusing on entire family.

CONFERENCE CONTENT: Day TWO

Teambuilding

A beginning list of training resources was provided for each participant in their Toolkit binder. Committee members are encouraged to provide information to the Women's Issues Branch to add to this list. Further information in areas of workshops/seminars, websites, books, etc. that would be helpful training resources to the regional networks, as well as the Provincial Advisory Committee, are encouraged.

Tools and models in different aspects of teambuilding were also provided in the Participants Toolkit binders, including tips on Effective Teamwork, Group Decision making Process, Candour Rating Exercise, Conducting Effective Meetings, and Action Planning. The participants looked at the stages of a group getting started, how groups work together collaboratively, assessment of how team members work together, and a model outlining what things to consider when making decisions in a group. Using these tools, the group completed exercises around the effectiveness of each of their Regional Networks. Some of these results are indicated below:

* Groups are not static → go through this process repeatedly
- new people join the group, people leave

| “What we do well & what we can improve upon within Regional Networks?” | |
|--|---|
| What we do well: | Areas for improvement: |
| <i>Key messages:</i> | <i>Key messages:</i> |
| <ul style="list-style-type: none"> ▪ Ground rules ▪ Clear agenda ▪ Collaboration; Integrated group ▪ Respect timelines ▪ Identify strengths (/ weaknesses) and build on them ▪ Build vision/consensus ▪ Mutual respect; All members treated equally ▪ Active participation ▪ Regular schedule ▪ Structured ▪ Flexible, but organized ▪ Identify next steps & assign tasks ▪ Good team leader / effective (leadership qualities) | <ul style="list-style-type: none"> ▪ Common goals & vision ▪ Follow timeline <ul style="list-style-type: none"> ➢ Co chair model ➢ Regular schedule ➢ Very structured & focused meetings ➢ Flexible, but organized ▪ Clear expectations <ul style="list-style-type: none"> ➢ Time commitment ➢ Role/contribution ➢ Responsibility ➢ Skill set / ability ➢ Interests |

| | |
|---|---|
| <i>Other points:</i> | <i>Other points:</i> |
| <ul style="list-style-type: none"> ▪ Listening ▪ External validation ▪ Comfortable atmosphere at meetings ▪ Listening to all points of view ▪ Common interest / passion ▪ Highlight members' strengths / contributions <p><i>* (see Participant Toolkit binder, section 5 for relevant tools)</i></p> | <ul style="list-style-type: none"> ▪ Respect for one another's agency ▪ Community representation ▪ Always identify next steps & assign tasks <div data-bbox="1015 388 1395 627" style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>When asked, "What is the most interesting thing you learned at the workshop?" ~ "How to rejuvenate our own local committee to be more productive."</p> </div> |

This is a unique group -> a lot of very active people with experience

Leaders are important, but it's important to build a team that's equal – works together creatively

A participant shared:
Chairperson of a group she belongs to met with each member individually before forming the group to see where everyone is at in order to ensure people are put in the right places & the right processes are in place.

EXHIBITORS

The Women's Issues Branch has been approached several times by organizations wishing to connect with the Provincial Advisory Committee and share information / resources / programs with its representatives. As a result, time was set-aside in the Agenda to include a cross-section of agencies. Local and provincial organizations were invited to participate as exhibitors for a two-hour block, during which time participants broke up into small groups and rotated through the various exhibits, taking in short (10 minute) presentations. Nine organizations sent representatives to participate.



Participating Exhibitors:

- **PCPC: Provincial Caring Partnerships Committee**
Caring Partnerships is a network of New Brunswick communities that are taking grassroots action to inform and educate the public about family violence issues and solutions. Each community has created partnerships among local groups, businesses, service clubs, social agencies and individuals who are concerned about family violence and its insidious and widespread effects throughout society. The Provincial Caring Partnership Committee (PCPC), which is comprised of dedicated, volunteer representatives from provincial agencies and government departments, acts as a catalyst to keep communities motivated and connected. At the Provincial Advisory Committee's March Workshop PCPC offered samples of some of our popular resources including our Media Guide, the Community Development Handbook, our last Conference Report, bookmarks and newsletters. For more information, contact pcpc@unb.ca.
- **Public Legal Education and Information Service of New Brunswick**
Public Legal Education and Information Service of New Brunswick (PLEIS-NB) is a provincial, non-profit, charitable organization that offers bilingual products and services to educate and inform the public about the law and help create access to the legal system.

PLEIS-NB has produced nearly 100 brochures on topics such as family violence, criminal law, bullying, child abuse, dating violence, seniors and the law, and much more. Most are available on the web site (www.legal-info-legale.nb.ca). Other services include self-help family law guides, a toll-free Family Law Information Line (1-888-236-2444), a video lending library, a speaker's bureau, and a youth justice program. At the Provincial Advisory Committee's March Workshop, PLEIS-NB displayed its family violence materials and profiled two new family violence initiatives, namely, the **Family Violence and the Law, Train-the-Trainer Workshops**, which have been piloted around the province, and the new booklet, **Parenting: A Guide for Young Parents**. For more information contact pleisnb@web.ca.

- **New Brunswick Silent Witness Project**

The **Silent Witness Project** remembers and honours women killed in acts of domestic homicide in New Brunswick by building life-size red wooden silhouettes to represent each woman who lost her life at the hands of a husband, common-law partner, boyfriend or intimate acquaintance. Started in the USA, New Brunswick is the first Canadian province to establish a Silent Witness project. The Organizing Committee is made up of representatives of the Charlotte County Family Violence Prevention Committee, the Muriel McQueen Fergusson Centre for Family Violence Research, the Muriel McQueen Fergusson Foundation and the Provincial Caring Partnership Committee. The Silent Witnesses may be booked for family violence events and the Committee is available to make presentations and help the voices of the witnesses to speak on family violence issues. At the Provincial Advisory Committee's March Workshop, two silent witnesses attended, and silent witness kits, brochures and bookmarks explaining the goals of the project, were distributed in both official languages.

- **Muriel McQueen Fergusson Centre for Family Violence Research – PRISM**

Resource: Evaluation Tool:

Elizabeth Blaney is the Research Coordinator at the Muriel McQueen Fergusson Centre for Family Violence Research. The Muriel McQueen Fergusson Centre for Family Violence Research is affiliated with the University of New Brunswick. Our mandate is to conduct action-oriented research on family violence and build and sustain partnerships among academics, policy makers, service providers, and community organizations.

She presented on the resource called Building Reflexive Processes into Programs and Policy: Responding to Violence Against Girls and Women in Rural Communities. Building Reflexive Processes is comprised of six lenses for looking at and addressing how policies and programs respond to violence against women and girls in rural communities. These lenses include: naming violence and abuse; gender and diversity; living in a rural, remote, and socially isolated community; personal and community safety; intervention across the life span; and, feminist social action. The resource adopts a feminist analysis of violence against women. The resource recognizes the need for flexibility, in order to incorporate women's and girl's definitions of violence and abuse and their ideas for change. The resource also draws on the belief that while living in rural areas presents specific and daunting challenges to women and girls, it is misleading to argue that life in smaller communities is entirely negative. Many women do not want to leave rural communities because they value the sense of community and the way of life. A strong sense of community can also motivate service providers and community organizations to galvanize against violence, and to develop well-coordinated responses to abuse. It is important to pay close attention to the creative solutions developed at the grassroots level, and to how communities adapt urban programs to suit their needs. Together, these lenses seek to elucidate on the particular needs of women and girls in rural areas. It is a reflexive tool that should not be applied in the same way in all communities. Rather, it should be adapted to suit different circumstances and contexts, and in accordance with the research it produces.

- **Canadian Red Cross**, RespectED: Violence and Abuse Prevention Program
The Red Cross presented information on their program **RespectED: Violence & Abuse Prevention**. These programs promote safe and supportive relationships and healthy communities through education and partnerships.
- **New Brunswick Multicultural Council Inc.**
“The New Brunswick Multicultural Council Inc (NBMC) based in Fredericton, is the umbrella organization for all multicultural associations in the province. For twenty years NBMC has been the provincial voice on diversity, globalization and openness to the world. One of its key objectives is to demonstrate leadership in helping make New Brunswick the province of choice for its residents and people from other provinces and countries. Its programs are focused on enhancing the economic, social and cultural value of diversity. These programmes benefit individual communities and the province at large.”
<http://www.nb-mc.ca/English/message.html#Mission>
- **New Brunswick Advisory Council on the Status of Women / Conseil consultatif sur la condition de la femme au N.-B.**
The mandate and role of the Advisory Council sets it apart from other women’s organizations in the province. Created by the provincial government in 1977 as a body for consultation and study, the Council is an “arm’s length” agency operating under an independent board. Thirteen appointed Council members represent the various regions (12 regions and a Chairperson) and provide input into the work carried out by the small staff in the Fredericton office. The Council has the double mandate of advising governments and of raising public awareness on matters relating to the status of women, that is, on issues affecting all aspects of women’s lives. The Council does not offer direct services such as shelter and counseling, but it does play an important “watchdog” and advocacy role. Serving as a link between the grassroots and the government, the Council voices concerns that might otherwise not be as widely aired.
The ACSW analyzes the impact of government action and inaction on the status of women, writes and speaks publicly and to the media about the gaps in services or policy and communicates directly with decision-makers. The Council hears about needs and policy impacts through the toll-free phone line, increasingly now via email, and when women speak to Council members or to staff at meetings and events around the province.
Past and present Council initiatives highlighted during the March 30th event include the violence prevention posters featuring young and older men, the pay gap campaign, the 2006 Report Card or statistical profile of N.B. women and *NB Women’s News*, a weekly e-newsletter presently sent out to more than 2,300 subscribers.

“The workshops and display booths were very educational. They provided new ideas to take back to our communities.”
- **Support to Single Parents Inc.**
Support to Single Parents Inc. is a non-profit organization established in 1982. The agency works to improve the quality of life of single parents and their children by helping them to make positive changes in their lives.
Support to Single Parents Inc. provides resource and referral services as well as public awareness and advocacy on issues of concern to single parents and their children.
Support to Single parents presented their Photovoice project, a Community-based Action Research Project that was completed in partnership with University of New Brunswick. During the project single mothers were encouraged to capture life in their homes and communities by photo, then to use their V.O.I.C.E. (Voicing Our Individual and Collective Experience) to explain the meaning of their photographs to each other, as well as for use in a public medium. The purpose of the study was to 1) enable single mothers in Greater Moncton to document, reflect and act on concerns and strengths in their communities, that affect health and well being; 2) encourage important dialogue and

knowledge about issues in their community; 3) reach policy makers and others who may become sensitized and mobilized for change. Some critical issues were identified during this project including: finances, transportation, stress, public services, place, violence & abuse, personal development and support. A higher level of empowerment and improved sense of community were reported by participants.

- **Salvation Army**

The Salvation Army's department mission statement is: "to minister to offenders, victims, witnesses and other persons affected by, and serving in, the system, by practical assistance and through a demonstration of Christian love and concern."

<http://www.salvationarmy.ca/corrections/> The Salvation Army provides programs in support of individuals dealing with the criminal justice system.

- **PEERS Moncton:**

Prostitutes Empowerment Education Resource Society, dedicated to the empowerment, education and support of workers in the sex trade.

TALKING TO THE MEDIA

One of the topics identified by committee representatives as being important for skills development was regarding how to talk to the media when approached for interviews.

Valerie Kilfoil, Communications and Media Relations Officer for Communications New Brunswick, presented a piece entitled "Talking to the Media". Valerie is a former journalist with a degree in Women's Studies, concentration in the area of violence against women.

Paul Harpelle, also with Communications New Brunswick, who is a former reporter for Global T.V., of nearly 2 decades co-facilitated this presentation/exercise.

During Valerie's presentation she shared information about the media, and things to be mindful of when being interviewed, including tips on how to get your message across. Valerie began by giving a presentation regarding media biases, and the importance of the individual interviewee's agenda. After tips were given on preparing for an interview, the participants were broken up into four groups. Each group had an opportunity to discuss a scenario that one representative of the group would be interviewed about, and prepare an agenda. After each group's representative was interviewed, the committee was provided with an exercise where several participants had an opportunity to be interviewed on camera, and then critiqued.

"Talking to the media skills development session was the most informative & interesting – first time I've had the opportunity to hear advice from the media perspective – valuable!"

As noted by Valerie:

“Studies done on the portrayal of women in news stories, particularly those who have been the victims of crime, reveal that women are the subjects of biased and stereotyped coverage.

A 1994 analysis of news coverage of a domestic murder-suicide shows that the manner in which the media frame news of domestic and sexual violence gives rise to victim blame rather than to empathy for victims – which is the opposite of your message/agenda.”

Important biases that service providers are dealing with:

- When violence against women is framed in terms of the aggressor's obsession with the victim, the victim herself becomes the cause of the violence.
- The "real" victim may actually be portrayed as the cause of the violence in that she has driven the aggressor to desperate action – the term “*crime of passion*.” So if the media is portraying murder as a “crime of passion” what does that mean in society.....(Research in Costa Rica about women murdered by strangers vs intimates in terms of charges)
- Even when news accounts place the responsibility squarely upon the aggressor, there are problems because the violence is portrayed as residing within the individual, rather than within a larger societal context. Focusing on the individual aggressor allows the social conditions that breed violence against women to remain unexamined and, therefore, securely in place.
- When the media portrays the idea that violence against women is a problem of an individual, it disguises the social roots of battering while reinforcing stereotypes and myths which blame women.
- The news also may inadvertently support cultural myths about female victims.
 - For example, a description of the attire of a rape victim may imply that she provoked the attack.
 - Mention of the years of abuse endured by a woman who was murdered by her husband can subtly lay blame on her for failure to leave the situation earlier.
 - One of the most frequently asked questions posed to women who report spousal abuse is why they didn't leave. This question places the responsibility for the situation squarely on the women victims rather than on their abusers.
 - Even the mention of a woman's height and weight, if not within the societal view of what is attract, may also trivialize the violence according to studies.
 - And finally a 1997 study also found that crimes against middle- and upper-class women were represented in television newscasts more than 4 times as often as crimes against working-class women and 10 times as often as crimes against poor women.
 - And, I suspect if you added in ethnicity, you would see the same problem in terms of coverage....and I think the cases of the hundred of missing aboriginal women in this country illustrate the point that there is a bias within the media.

“Excellent day – great mix of skills development & sharing info.”



Building Relationships With the Media

So, what can you do about it?

Step one taken here today - be aware.

Second, build relationships with the media and include them in your strategic thinking around issues of violence against women.

And, thirdly, use every opportunity to identify bias and work to change it. **How?**

- Network to identify reporters that seem to understand the issues or that are at least interested in them
- Trade information
- Build files and keep notes on reporters and interviews given
- Analyze news reports
- Seek out opportunities to speak with reporters
- Ask reporters why they are asking a particular question to make them think
- And take a proactive approach to media relations. Do communications planning.

“Media Relations – the practice interviews were tremendously helpful. If more time was available, it would be great to let all participants do an interview. I loved seeing all the others taped interviews. Great help.”

(See Section 7 of the Participant Toolkit binder for Tip Sheets)

SUSAN AGLUKARK

During discussions with committee representatives around forthcoming meetings, it was suggested that an important component of getting together for networking might involve hearing from women regarding their stories. It was suggested that getting to the “why we do what we do” could be energizing and motivational. Susan Aglukark has become known for powerful speaking engagements and was booked as the guest speaker for the workshop.

BACK TO BALANCE ~ SUSAN AGLUKARK

Susan Aglukark gave two presentations to the group. The first during the afternoon with the conference participants, focused on her personal story, sharing her experience of being a victim. Susan spoke of her story, a woman's journey of healing, along with her theories of the Aboriginal people and the process of criminality.

Some of the points Susan shared:

- Victims are afraid to speak out
- What's the difference: aboriginal people process from a different foundation: creator; colonization
- Susan's theory is that the aboriginal people were never allowed a transition when the "New World" was brought to them.
- The aboriginal people need to identify where they came from & give respect to their ancestry
- Susan struggled with the questions "Will she ever see herself as belonging? Is belonging important? If so, belonging to what?"
- The aboriginal culture believe in belonging to "it ALL" – earth, animals, etc. in harmony
- What do we do in dealing with criminals, aboriginal criminals? Traditional ways may not work today, but do not dismiss them outright.
- Even throughout Susan's career she has been going through the process of healing.
- An important message Susan wants to get through to victims of abuse: "you can heal"
- The effects of emotional and psychological abuse are with you for extensive periods
- The victimized close off from those supports such as: Support groups, friends, networks, families
- Thinking back wishing it were different can halt the process of moving forward.



"Susan! Fabulous. I got goose bumps!"

"Loved the media piece along with the Susan Aglukark piece. Learned lots of tips that are helpful especially as it pertains to my job. It was nice to re-validate what we are doing in our jobs and why!"

An Evening with Susan Aglukark

During Susan's evening presentation she gave a broader perspective and shared details about some of the healing processes she went through during different stages of her career. She touched on aspects of her career and its impact on her healing processes as a victim. Throughout the presentation Susan shared some of her music as well. The evening was presented as a partnership with two community organizations (Support to Single Parents, Inc. and Gignoo Transition House), which sold tickets to the event (and also provided subsidized tickets to those who could not otherwise afford to attend). All proceeds went to Support to Single Parents, Inc and Gignoo Transition House. Over two hundred spectators attended, and the community organizations benefited by raising \$600 in ticket sales.

"Susan A. was incredibly inspiring and encouraging."





(see Participant Toolkit binder, section 8 for Susan Aglukark's Bio)

CONFERENCE CONTENT: Day THREE

Recruiting & Retaining Committee Members

Another skills development piece identified by committee representatives as being a priority for forthcoming meetings pertains to how to recruit and retain committee members, in order to expand their regional networks. Given the organic nature of groups, with constant changes to membership, it is always important to concentrate efforts on recruiting and retaining committee members. A tip sheet on recruiting and retaining committee members was provided to all participants in their Toolkit binders.

After the information was presented, an exercise was completed brainstorming ideas of how to better recruit and retain committee members, to bring back to respective regional networks for use. Some of the ideas generated included: thinking outside the box; reviewing membership regularly; identifying a specific skill set or experience specific members can bring to the table; making meetings enjoyable and productive; and ensuring all members share the same vision. ([see Appendix 8](#) for exercise results) (*see Participant Toolkit binder, section 5 for relevant tools*)

* Paulette shared about the importance of seeking experts in violence for referring victims to counselling

- Dr. Peter Jaffe
- John Briere – www.johnbriere.com

New committee name selected:

At previous committee meetings there had been some discussion around the name of the committee, and choosing one that better describes the purpose of the committee. A naming contest took place, and the new name selected is: **Provincial Partnerships in Action (PPA) / Partenariats provinciales en action (PPA)**

NEXT STEPS

Before breaking up into groups and discussing Next Steps for each of the Regional Networks, the participants revisited the skills development tools provided, specifically to look at Action Planning, and some recommended steps in forming a plan of action. The groups were then asked to look at their own networks and determine what steps need to be taken after leaving the workshop.

Next steps in Networks:

What do you need to do when going back to your region?

Each regional network's representatives identified within their groups, the next action steps required by their networks, then shared with all workshop participants. These next steps would be suggested to their networks for discussion at their upcoming meetings. ([see Appendix 9](#) for notes)

Next Steps / PPA

The Women's Issues Branch facilitated a discussion around the next steps for the Provincial Advisory Committee, specifically what is wanted from the next meeting.

- next meeting – fall: Sept/Oct?
- 2 meeting/yr in order to accommodate 2 reps attending

- suggested location for next meeting: Péninsule Acadienne (local committee of meeting location to be involved in planning of next meeting)
- Topics for next meeting:
 - Research funding opportunities
 - Presentations from members within PPA (Lise responded: this definitely, will be part of all meetings!)
 - Network coordinators – get together & info sharing/networking
 - Coordinating responses from service providers (police, hospitals, victim support, etc.); how to achieve communication and flow of care; hear from RCMP re: protocols
 - New things (i.e. Restorative Justice) that groups are trying to implement
 - Circulate a request/invite for experts/presenters (note: Family Service Moncton would like to give a large group presentation at a forthcoming meeting)
 - Re-energizing exercises 1-2 each day (i.e. Barb's dance piece)
 - Marketing, promotion, advertising – new technologies – marketing for social work different than marketing products
 - Clear vision/mission statements
 - Jennifer offered to develop a tool to circulate to share feedback & ideas
 - Coordinators meeting? (currently hired for 8 weeks; may be delay in finding out what may happen in next phase; perhaps coordinators could meet at beginning of second phase if approved?)
 - Keynote speakers?

The Women's Issues Branch will be taking all of these suggestions under advisement for the next Provincial Advisory Committee meeting.

"We should have a copy of Kelly's Song for the Silent Witness Program – it will inspire people in every community to continue working for the abolition of abuse &

Closing with “I’ll Stand in the Rain” ~ Silent Witness Project song

Leslie Monaghan, a Provincial Advisory Committee representative, wrote the song “I’ll Stand in the Rain” to be used in conjunction with the Silent Witness Project, as described in the Exhibitors profiles. Participants found listening to it at the close of the workshop to be a powerful reminder of the work they do. This will be an important piece of future meetings.

PART II – REGIONAL NETWORK COORDINATORS

Each of the regional networks had the opportunity to hire part-time regional network coordinators for an eight-week period, at 15 hours/week.

As per the Network Coordinator Agreement, each network was expected to achieve certain deliverables to meet the goals of the Crime Prevention Action Fund proposal. These are outlined as:

- Define geographic boundaries of the Community Network;
- Map service delivery in the area;
- Do a preliminary needs assessment in the area;
- Expand representation on the Community Network;
- A draft directory of available services and resources;
- An accounting of the monies spent.

([See Appendix 10](#) for copy of the Network Coordinator Agreement.)

Regional Networks would also have the opportunity to direct the Coordinators as per their individual community needs, and coordinators may have performed such activities as:

- Met with committee executive to review the mandate and infrastructure
- Determined what subcommittees existed and whether representation was adequate
- Created a membership binder to focus existing members and to orient potential and new members (include organizational chart, strategic plan, etc.)
- Recruited new members to fill gaps identified
- Helped the committee develop a budget based on the goals and projects determined by the committee and outlined in the needs assessments and strategic plan
- Assessed the current communication system and made recommendations to the committee
- Developed a central filing system for existing committee materials
- Prepared a media kit for use by the committee
- Assisted the committee in developing public relations kit, including display & materials for events
- Coordinated a community forum with direction and assistance from the steering committee, from which the aim would be to form a regional committee/network.
- *The Community Coordinator reported directly to their regional network on family violence.*

([See Appendix 1](#) for contact info re: each Regional Network Coordinator)

Regional Network Reports

| Regional Network | Deliverables | Completed (Y/N) | Further Action |
|---|----------------------------------|--|---------------------------------|
| <ol style="list-style-type: none"> 1. Fredericton 2. Shediac 3. Sussex 4. Tracadie/Caraquet 5. Campbellton 6. Moncton 7. Edmundston 8. St. Stephen 9. Woodstock 10. Miramichi 11. Tantramar 12. Saint John 13. Richibucto – Kent 14. Bathurst | Define geographic boundaries | <ol style="list-style-type: none"> Y Y Y Y Y Y Y Y Y Y Y Y Y Y | |
| <ol style="list-style-type: none"> 1. Fredericton 2. Shediac 3. Sussex 4. Tracadie/Caraquet 5. Campbellton 6. Moncton 7. Edmundston 8. St. Stephen 9. Woodstock 10. Miramichi 11. Tantramar 12. Saint John 13. Richibucto – Kent 14. Bathurst | Mapping of service delivery area | <ol style="list-style-type: none"> Y Y Y Y Y Y Y Y Y Y Y Y Y Y | |
| <ol style="list-style-type: none"> 1. Fredericton 2. Shediac 3. Sussex 4. Tracadie/Caraquet 5. Campbellton 6. Moncton 7. Edmundston 8. St. Stephen 9. Woodstock 10. Miramichi 11. Tantramar 12. Saint John 13. Richibucto – Kent 14. Bathurst | Preliminary needs assessment | <ol style="list-style-type: none"> N Y Y Y N Y N Y Y Y Y Y Y | Incomplete Insufficient time |

| Regional Network | Deliverables | Completed (Y/N) | Further Action |
|---|---|--|----------------|
| 1. Fredericton 2. Shediac 3. Sussex 4. Tracadie/Caraquet 5. Campbellton 6. Moncton 7. Edmundston 8. St. Stephen 9. Woodstock 10. Miramichi 11. Tantramar 12. Saint John 13. Richibucto – Kent 14. Bathurst | Draft directory of services and resources | Y Y Y Y Y Y Y Y Y Y Y Y Y | |
| 1. Fredericton 2. Shediac 3. Sussex 4. Tracadie/Caraquet 5. Campbellton 6. Moncton 7. Edmundston 8. St. Stephen 9. Woodstock 10. Miramichi 11. Tantramar 12. Saint John 13. Richibucto – Kent 14. Bathurst | Accounting of monies | Y Y Y Y Y Y Y Y Y Y Y N Y Y | |

| Regional Network | Description of Other Activities | |
|------------------|--|--|
| 1. Fredericton | <ul style="list-style-type: none"> ▪ Made new community contacts ▪ Proposal/estimate for brochure ▪ Planning of professional development / educational opportunities for the network | |
| 2. Shediac | <ul style="list-style-type: none"> ▪ Strategic planning for 2006-2009 ▪ A survey that can be given out which contains demographic questions, awareness questions, usage questions, importance ratings for the specific services that could be offered by the centre and for who these services should be offered. ▪ A guide for telephone interview behaviour conduct | |
| 3. Sussex | <ul style="list-style-type: none"> ▪ Compile information | |

| | | |
|----------------------|---|--|
| | <ul style="list-style-type: none"> ▪ Send out organization summary (method?) <ul style="list-style-type: none"> - update information - ask for any gaps ▪ Follow up ▪ Identify any known gaps ▪ Map service areas ▪ Confirm dates and times ▪ Draft outline of agenda <ul style="list-style-type: none"> - topics, speakers ▪ Finalize agenda ▪ Draft invitation list ▪ Finalize invitation list ▪ Send out letter of invitation ▪ Make posters ▪ Distribute ▪ Organize silent witness display pick up / book ▪ Advertise <ul style="list-style-type: none"> - PSA (CJCW) - Newspaper (Kings County Record, Herald) ▪ Prepare Press Kit ▪ Prepare Fact sheet ▪ Organize logistics (AV, refreshments, materials...) ▪ Write proposal | |
| 4. Tracadie/Caraquet | <ul style="list-style-type: none"> ▪ Updated promotional products ▪ Updated and added to the list of members of the table ▪ Technical aid for the international women's day ▪ Conception and classification of all documents and tools of the table since its beginning ▪ Compiled a historical review of the "table" in PowerPoint format for a provincial presentation ▪ Attended a meeting with the director's office (board?) ▪ Organized the next meeting of the "Table" ▪ Started the ball rolling on financing, to continue projects | |
| 5. Campbellton | <ul style="list-style-type: none"> ▪ The coordinator could have recruited other people/professionals to join their network ▪ The network meets 3x a year so the coordinator did not have a lot of work to do | |
| 6. Moncton | <ul style="list-style-type: none"> ▪ Attended training workshops in Moncton, and attended monthly CARR meetings. | |

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|----------------|--|--|
| | <ul style="list-style-type: none"> ▪ Completed research and identified the majority of agencies and organizations that work at the conjugal and family violence level. ▪ Indexed all the files, brochures and other things from agencies and organizations identified during the intervention of this project. ▪ Also completed diverse connection tasks resulting from the CARR meetings. | |
| 7. Edmundston | <ul style="list-style-type: none"> ▪ Attended the provincial advisory committee meeting ▪ Prepared an activity day for the 9th of May 2006 to promote the committee ▪ Press conference (contacted media, made a press kit, and attended the conference) ▪ Attended subcommittee meetings for this activity ▪ Edited and bought a banner to represent the committee ▪ Went to a youth conference at a school ▪ Prepared regional network report | |
| 8. St. Stephen | <ul style="list-style-type: none"> ▪ Attended monthly meetings and ▪ Assisted subcommittees with the “Diary Project” and “Place-mat Project” | |
| 9. Woodstock | <ul style="list-style-type: none"> ▪ Create background document for committee ▪ Newspaper articles and awareness publications ▪ Radio spots ▪ Act as committee secretary | |
| 10. Miramichi | <ul style="list-style-type: none"> ▪ Expanded representation of network ▪ Started a self-help group for women ▪ Began organizing in-house meetings ▪ Developed power point presentations from the: <ul style="list-style-type: none"> a) A Service Providers Roadmap to Empowerment and b) Moving Forward – Fresh Start ▪ Research re: second stage housing ▪ Discussions with NBCC re: outreach ▪ Inquiries re: outreach to Bryony House (Halifax, NS) ▪ Began discussion re: partnering with Redbank Reserve around awareness ▪ Contact with Family & Community Services re; presentations | |
| 11. Tantramar | <ul style="list-style-type: none"> ▪ Meet with Executive-review mandate & infrastructure ▪ Define sub-committees and their responsibilities ▪ Create a membership manual ▪ Meet and determine roles of the committee | |

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|-----------------------|---|--|
| | <p>members</p> <ul style="list-style-type: none"> ▪ Create an organizational chart ▪ Revise and update current communication system ▪ Develop a central filing system ▪ Start promotion of the new committee name ▪ Research and obtain information on Violence in Relationships ▪ Created an information package ▪ Created a display board ▪ Created a pamphlet with violence information | |
| 12. Saint John | <ul style="list-style-type: none"> ▪ Created network email account and address book of potential members ▪ Held Information meeting for community stakeholders ▪ Held second stakeholders meeting ▪ Began planning teambuilding workshop ▪ Answering information inquiries, providing information booklets ▪ Created a membership binder and members profile form | |
| 13. Richibucto – Kent | <ul style="list-style-type: none"> ▪ Presented the folders (files) that the Table de Concertation considered priority to the administration council of the Prevention centre. ▪ Established a communication plan between the Table de Concertation members. ▪ Compiled an internal document that served as an orientation and explanation tool regarding the Table de concertation for new members and the administration council. | |
| 14. Bathurst | <ul style="list-style-type: none"> ▪ Kept same committee members ▪ Project “Le Tapis Rouge/The Red Carpet”- gives two adolescent girls on their graduation day the opportunity to be treated like a princess (dress, shoes, hair makeup, nails). There will also be an accompaniment and support services offered to help with their future plans. The criteria for this project will be decided by a committee from each school. This project will hopefully promote self-esteem, keep them going in the right direction, help them stay focused and progress. \$1,400 for the two schools (plan for this amount). ▪ Maintained the counseling service ▪ Worked on the crisis intervention service-training for coordinators and support workers, constitution manual, worked on policies and procedures ▪ Became incorporated ▪ Opened an account at the Royal Bank | |

| | | |
|--|--|--|
| | <ul style="list-style-type: none">▪ Found a new location▪ Prevention/Education: met with students at BHS (Making waves committee) and met with students at ESN to start the making waves committee. Red Carpet (see above)▪ Researched financing▪ Established geographic limits▪ Looked for available services and resources in the region▪ Met with agencies and resources to better understand their needs and preoccupations at the community level of family violence | |
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Appendix 1 ~ Workshop Participant List

| Organization/ Organisationnel | Representatives/ Représentatives | Address/ Adduire |
|--|--|---|
| NB Government | <p>Lise Bellefleur 453-7914 Lise.Bellefleur@gnb.ca</p> <p>Suzanne Blaney Tremblay 453-8219 Suzanne.BlaneyTremblay@gnb.ca</p> <p>Trish McCourt - Coordinator 453-8222 Trish.McCourt@gnb.ca</p> | <p>Executive Council Office/Women's Issues Branch P.O. Box 6000 – 551 King Street Fredericton, NB E3B 5H1 453-8126 Fax: 453-7977</p> |
| <p>Fredericton</p> <p>Fredericton Regional Resource Network</p> | <p>Lorraine Whalley - Primary 454-0460 fsacc@nbnet.nb.ca</p> <p>Natalie McBride - Secondary 458-1236 gignoo@nbnet.nb.ca</p> <p>James Wilson – Coordinator Tel: (506) 462-3138 Fax: (506) 462-3092 jimwilson@nb.aibn.com</p> | <p>Fredericton Sexual Assault Crisis Centre PO Box 174 Fredericton, NB E3B 4Y9 Co-chair of the F'ton Regional Resource Network</p> <p>Executive Director, Gignoo Transition House Inc. P.O. Box 3385, Station B Fredericton, NB E3A 5H2 Tel: Fax: 459-2547</p> <p>Learn\$ave Facilitator YMCA 28 Saunders St. Fredericton, NB E3B 1N1</p> |
| <p>Shediac</p> <p>Beausejour Family Crisis Resource Centre</p> | <p>Eva LeBlanc - Primary Tel: 533-9100 Eva.LeBlanc@gnb.ca</p> <p>Dan Stote - Secondary Tel: 532-3625 Cell: 533-4137 dstote@nbnet.nb.ca</p> <p>Anne LeBlanc – Coordinator Tel.: 383-8096 jgvienne@nbnet.nb.ca</p> | <p>Executive Director, Beausejour Family Crisis Resource Centre & Department of Public Safety/ Victim Services 432 Main St.</p> <p>President of the Board Beausejour Family Crisis Resource Centre</p> <p>Beausejour Family Crisis Resource Centre</p> |

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Appendix 2

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| 2 | The Players | <ul style="list-style-type: none"> ▪ Purpose and Role of the Provincial Advisory Committee and its Representatives ▪ Community Coordinator Responsibilities ▪ Performance Evaluation Community Coordinator ▪ Who's at Your Network Table? ▪ Map of New Brunswick |
| 3 | Communication Processes | <ul style="list-style-type: none"> ▪ Communication Processes ▪ Letter outlining how to get involved with the Provincial Advisory Committee |
| 4 | Showcase | <ul style="list-style-type: none"> ▪ Showcase Notes ▪ Table de concertation pour contrer la violence familiale et conjugale dans la Péninsule acadienne ▪ Coalition Against Abuse in Relationships ▪ Fredericton Sexual Assault Crisis Centre ▪ A Better World For Women Action Fund application |
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Appendix 3 ~ Workshop Agenda

AGENDA

Day One: Wednesday, March 29, 2006

| TIME | TOPIC |
|---------------|---|
| 8:30 | Introductions |
| 9:00 | Provincial Advisory Committee Structure |
| 10:00 - Break | |
| 10:15 | The Players |
| 11:15 | Communication Process |
| 12:15 - Lunch | |
| 1:00 | <i>Women's Issues Branch</i> <ul style="list-style-type: none">▪ The Process of Leaving▪ Booklet – “Ending Abuse in Your Relationship - A Woman's Roadmap to Empowerment”▪ Domestic Violence Court update |
| 1:20 | Showcase 1 – Long standing networks on family violence: <ul style="list-style-type: none">▪ La Table de concertation pour la violence conjugale et familiale dans la Péninsule Acadienne▪ C.A.A.R.: Coalition Against Abuse in Relationships |
| 2:20 | Showcase 2 – <i>FSACC: Fredericton Sexual Assault Crisis Centre</i> |
| 2:45 | Showcase 3 – Violence-Free Tool Kit <ul style="list-style-type: none">▪ Beausejour Family Crisis Resource Centre |
| 3:15 - Break | |
| 3:30 | Showcase 4 – Presentations by recipients of funding through the “A Better World for Women Action Fund”: <ul style="list-style-type: none">▪ <i>Domestic Violence Outreach & Urban Core Support Network</i>▪ <i>Le partenariat communautaire Restigouche</i>▪ <i>Comité de la violence familiale d'Edmundston</i>▪ <i>Services à la famille de la Péninsule</i> |
| 4:30 | Close of Day <i>Evening Social Event</i> |

Day Two: Thursday, March 30, 2006

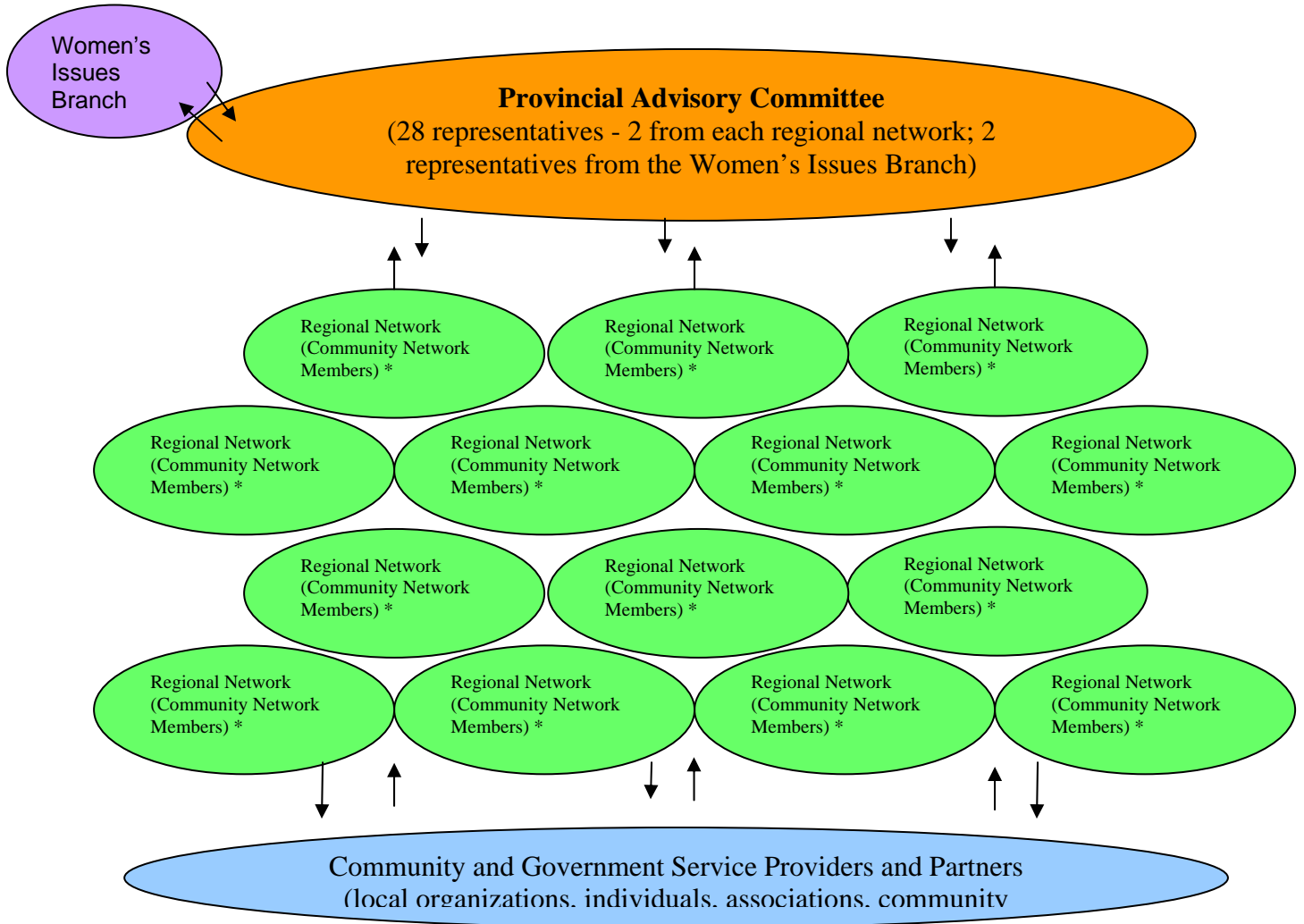
| TIME | TOPIC |
|---------------|---|
| 8:30 | Re-group |
| 9:00 | Skills Development <ul style="list-style-type: none">• <i>Training Resources</i>• <i>Teambuilding</i> |
| 10:00 - Break | |
| 10:15 | Exhibitors: <ul style="list-style-type: none">▪ PCPC: Provincial Caring Partnerships Committee▪ Public Legal Education and Information Service of New Brunswick▪ Muriel McQueen Fergusson Centre for Family Violence Research – PRISM Resource: Evaluation Tool▪ Canadian Red Cross, RespectED: Violence and Abuse Prevention Program▪ New Brunswick Multicultural Council Inc.▪ New Brunswick Advisory Council on the Status of Women▪ Support to Single Parents Inc.▪ Salvation Army▪ PEERS Moncton |
| 12:30 - Lunch | |
| 1:30 | Skills Development <ul style="list-style-type: none">• <i>Talking to the media</i> |
| 3:00 - Break | |
| 3:15 | Susan Aglukark <ul style="list-style-type: none">• <i>Back to Balance</i> |
| 4:30 | Close of Day |

8:00: An Evening With Susan Aglukark

Day Three: Friday, March 31, 2006

| TIME | TOPIC |
|---------------|--|
| 9:00 | Re-group |
| 9:30 | Skills Development <ul style="list-style-type: none">• <i>TIPS on recruiting and retaining committee members</i> |
| 10:30 - Break | |
| 10:45 | Next Steps for Networks |
| 11:30 | Next Steps for Provincial Advisory Committee |
| 12:00 | Close of Workshop |

**Appendix 4 ~
MODEL FOR NEW BRUNSWICK PROVINCIAL NETWORK INITIATIVE**



*** Includes Community Coordinators**

Building Community Capacity - *empowering members of communities to expand their capacities, skills and participation*

Sharing Information – *developing communication channels to share key information and resources*

Appendix 5 ~

Coalition Against Abuse in Relationships / Coalition contre l'abus dans les relations

| | |
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| <p>Who are you?</p> | <p>CAAR/CCAR is a non-profit organization representing many service providers (justice, education, health and social services), volunteers, business and retired people. Its members come from various government and non-government agencies from the Greater Moncton area. These members work directly or indirectly with victims and/or perpetrators of violence.</p> |
| <p>What is your service area?</p> | <p>Our service area covers most of South Eastern New-Brunswick. The radius around the Greater Moncton area includes Petitcodiac, Cap Pél , Richibucto and Hillsborough.</p> |
| <p>When did your committee begin?</p> | <p>Originally established in 1990, the people who first met wanted a venue to share ideas, information, and gain knowledge of what was happening in our community. This activity put us in the position of being able to identify assets and gaps - both in services to people in our community, and in social and political commitment to issues.</p> |
| <p>What does your committee look like (i.e. structure/model)?</p> | <p>Interested individuals and professionals from other agencies and organizations have "plugged away" - writing, speaking, sharing, developing resources. These people have created the model: a group of people devoted to the idea that small, continuous, innovative, constructive efforts lead to important changes! CAAR/CCAR is action oriented, a dream of many people to create resources for the community and continues to evolve and grow strong.</p> |
| <p>What is your committee's purpose?</p> | <p>CAAR/CCAR believes that everyone has the right to live without physical, sexual and psychological abuse. We work to improve awareness of and access to services to the victims and/or perpetrators of abuse through public education and lobbying activities.</p> |
| <p>What is your VISION?</p> | <p>Our main goal is to see that every man, women and child has the right to live free from violence of any kind.</p> |
| <p>What successes has your committee achieved? What works well for you?</p> | <p>The committee has created and distributed 4 successful tools. 1. <u>Love without Violence</u>. A resource kit for developing healthy relationships between teens. 2. <u>It's Up to Me</u>. A training kit for educators working with middle school age children in developing healthy relationships. 3. <u>Women's Help Card/Au secours</u> - a regularly updated pocket size emergency services reference, including agencies and phone numbers for victims and perpetrators of family violence. 4. <u>Services for people in abusive relationships: A Practitioner's guide</u>. - a regularly updated guide of services available in the Greater Moncton area for front live workers.</p> |
| <p>What challenges have you faced? How did you address them?</p> | <p>One of the most frustrating challenges is the lack of funding and when this is available the next step is the time and energy needed to complete the process and meet the objectives of the funding source. Doing what needs to get done the best way possible. It helps when the tasks can be shared with others.</p> |
| <p>If you were to establish this network over again, what would you do differently, as a committee?</p> | <p>Such a group is a work in progress. When the players are flexible, share a vision and are committed, all that seems to be needed is to make sure everyone is allowed to explore new horizons and bring different projects to the table. Discussion ensues, ideas are debated and objectives set. We have chosen to keep it simple and manageable. The member like it that way; we therefore would probable not change anything.</p> |

Appendix 6 ~

Table de concertation pour contrer la violence familiale et conjugale dans la Péninsule acadienne

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|--|--|
| What region do you cover? | Acadian Peninsula |
| How long has your committee been in existence? | A lot of work was done toward setting up a round table as of 1998. The round table officially came into existence in 1990. |
| Describe your committee (structure, model)? | The Table de concertation has 27 active members who meet two or three times a year. It coordinates two committees, Action and Prevention, which meet as required. There is also an administrative office, which has four members plus the coordinator, which meets about once a month. |
| What are your committee's objectives? | <ul style="list-style-type: none"> ▪ Bring the various stakeholders together to consolidate efforts to combat marital and family violence; ▪ Promote exchanges between organizations, complementarity of resources, and cooperation between initiatives that may involve several partners; ▪ Identify the needs of victims and/or witnesses of marital and family violence in the Acadian Peninsula; ▪ Identify needs in relation to services offered; ▪ Work toward setting up projects (education, awareness, and prevention) to meet targeted needs. |
| What is your mission? | Work together to fight the problem of marital and family violence while promoting healthy relationships for the people of the Acadian Peninsula. |
| What successes have your committee had? What is working well for you? | <p>The round table has numerous achievements to its credit, including:</p> <ul style="list-style-type: none"> ▪ Pilot project on non-violence in a school in the area; ▪ Training for police officers; ▪ Making silhouettes for the <i>Silent Witness</i> program; ▪ Kit - <i>Reconnaître la violence</i> (recognize violence) for professionals. |
| What obstacles have you encountered? How did you overcome them? | The Table de concertation has overcome some challenges just like the other committees, including the lack of financial resources and a shortage of human resources for overall coordination. To keep things going, the partners must join forces to sustain a viable and functional committee. |
| If you had to set up your network today, what would you do differently as a committee? | Setting up a working capital fund for the Table de concertation would have greatly facilitated the process. |

Other projects: "Break the Silence": placemats – awareness of violence; distributed more than 3,000 booklets for individual women (reprinted every 2-3 years; police also distribute it); lobbying government

Appendix 7 ~ Fredericton Sexual Assault Crisis Centre

(Lorraine's presentation notes:)

Where Did The Provincial Initiative Proposal Come From?

As the only sexual assault crisis centre in New Brunswick, the Fredericton Sexual Assault Crisis Centre fully understands the need to **enhance awareness to prevent sexual assault** and, to **address the concerns about the availability of services** for all survivors of sexual assault.

The Fredericton Sexual Assault Crisis Centre's thirty plus years of work in the area of sexual assault intervention and advocacy frame the vision presented here of how communities can and should respond to sexual assault. From this vision comes a model of community response – ***Aware & Supportive Communities – Support for Survivors of Sexual Assault: a New Brunswick Solution.***

The crisis calls received from across the province vary– survivors seeking immediate crisis support; service providers looking for information and resources; community organization requesting workshops and information sessions; and family and friends of survivors asking how they can best help their loved one. The Fredericton Sexual Assault Crisis Centre's experience has shown that survivors of sexual violence recover much more quickly with support. However, the Centre cannot do it alone.

Sexual assault has a devastating effect on survivors, their families and friends, and the community. Following a sexual assault, survivors need a compassionate and non-judgmental response from their community that will help them in their recovery. There is a need and expectation for standardized policies and procedures, consistent judicial and medical responses and access to justice and services for survivors of sexual assault. The current lack of consistency that exists across the province means many survivors fall through the cracks.

A review of reports to the Fredericton Sexual Assault Crisis Centre from sexual assault survivors and their advocates show many difficulties across medical, judicial and support systems. Survivors report on the lack of accessible and affordable counselling and crisis intervention services; barriers to reporting; inconsistent police procedures; gaps in medical response; and, limited training in frontline responders.

As a response, the Fredericton Sexual Assault Crisis Centre proposes a province-wide initiative that would collaborate with the government's **Regional Resource and Planning Networks**. The proposal outlines the collaboration of service providers from both community and government through the regional networks, and utilizes the model and tools developed through the Fredericton Sexual Assault Crisis Centre's project *Aware & Supportive Communities*. The *Aware & Supportive Communities* approach is a guide that helps communities -

- **determine the level of awareness and support in a community for sexual assault;**
- **examine what is working or not working in the community in responding to the needs of sexual assault victims and survivors.**

- **develop action plans to enhance and/or respond to needs and gaps in services.**

The goals of this women-centered and collaborative province-wide approach proposed by the Fredericton Sexual Assault Crisis Centre are:

- to **enhance** the ability of the community/region, victim advocacy organizations, medical system, criminal justice system and other key systems to design, support and coordinate effective local and regional sexual assault responses for survivors of sexual assault.
- to promote broad-based initiatives aimed at **changing attitudes and beliefs** that foster the acceptance of myths and misconceptions about sexual assault
- to compile and disseminate findings and **recommendations on policy changes, protocol development, training initiatives** to remedy barriers facing adult and adolescent victims of sexual assault- identify barriers to services for survivors of sexual assault
- to identify gaps in services and **develop strategies to respond to these gaps.**

Local To Provincial: What Are The Challenges?

Main Challenges:

- Big undertaking – it was important and continues to be important to take the time to vision, implement strategic planning process.
- there is not a provincial sexual assault focused structure in place, building from what exists
- Limited current resources – balancing day to day requirements and responsibilities while building structure of the provincial initiative. Not a matter of hiring a couple of staff and sending them off. Not sacrificing FSACC for provincial work
- Important to build capacity within membership to oversee this initiative – both infrastructure and skills.
- Translating an “organizational culture/ideology” into a provincial culture – provincial framework that is inclusive, diverse, reflects communities, mindful of myths and misconceptions
- Planning (clear from get go the benefits of utilizing an outside facilitator; importance of defining, outlining the vision of initiative, what the challenges, gaps and barriers are, then outlining action steps to get there) The process we are going through as an organization taking this on is just like what community committees will take on.
- Trials and challenges to go from local to provincial – internal documents, policies, resources – challenges of adapting these to province and other communities
- Unaware of all the resources, services, needs in the province
- Balancing the expectations of the province, communities and networks with our reality based on available resources – human and financial
- Preparing for the reaction/ response from communities; possible resistance to “capital syndrome”

Balancing the challenges with what is working in our favour

- Provincial buy-in; province-wide sexual assault services is one of the cornerstones of the *Moving Forward* initiative - sharing of initiatives and resources
- Established networks already organized on violence against women issues
- Internal and external resources that can be adapted for communities
- Communities and their existing services and resources
- Strong FSACC commitment to province-wide services – it benefits FSACC & Fredericton region too!
- Model is collaborative, not top down. Starting with what exists, what can be enhanced, what gaps exist, how the gaps can be filled.

What is Our Vision? Putting Process to Vision.....

Implementation of a Provincial Service Delivery Strategy for Sexual Assault

- Address service delivery issues as a group
- Recognize the roles of community agencies, government departments, institutions such as medical and judicial, police, etc.
- Identify resources and share information on what currently exists. Each regional network will build on the strengths of services currently offered and develop a strategy for addressing gaps in services. The networks will advise on protocol, policy and advocacy procedures
- Develop a plan for a provincial strategy and specific action plan for regional networks
- Identify resources needed to carry out and sustain action plans/community models of service delivery.

Basic Framework/Structure (umbrella, regional networks, community agencies)

- The proposal outlines the collaboration of service providers from both community and government through the regional networks, and utilizes the model and tools developed through the Fredericton Sexual Assault Crisis Centre's project *Aware & Supportive Communities* (and any other appropriate tools/models).
- The regional networks represent a broad range of key stakeholders concerned with promoting quality services to survivors of sexual assault and ensuring their full access to safety, support and justice.
- This initiative would be informed and driven by a newly formed provincial body focusing on a provincial response to sexual assault awareness, training and education and service delivery advocacy. This provincial organization puts an infrastructure in place to inform the broadening of the Fredericton Sexual Assault Crisis Centre's mandate for province-wide services and the provincial body would be guided by representatives from regional networks/communities and key provincial stakeholders/partners.
- Staff & Resources – provincial coordinator and provincial educator
- Working towards building a provincial voice and network of sexual assault services which doesn't currently exist – will provide influence to advocate for more resources for victims and survivors.

Appendix 8

| Recruiting & Retaining Committee Members Exercise Results | |
|--|---|
| RECRUITING | RETAINING |
| <ul style="list-style-type: none"> ▪ Review membership on a regular basis ▪ Replace members who leave ▪ Identify potential committee members / or organizations & what they could contribute <ul style="list-style-type: none"> ➢ Personal invitation / direct contact ▪ Public relations announcements / advertise (radio, newspaper, etc.) ▪ Information sessions ▪ identify why committee is important ▪ Community forum ▪ Think outside the box ▪ Develop a recruitment package <ul style="list-style-type: none"> ➢ background of committee / history ➢ committee structure ➢ list of activities & accomplishments ➢ mission statement & goals / objectives ▪ newspaper articles (issue & invitation to call for info about committee * ensure contact info is included) ▪ network (take advantage of opportunities to share info about network) <ul style="list-style-type: none"> ▪ be aware of what expertise is needed & expectations of members ▪ be sensitive to others' commitments ▪ orientation process ▪ Community presentations ▪ Identify interests of members or potential members ▪ Have good promotional tools ▪ Attain visibility in the media ▪ Target individuals who are aware of the cause. They are often partners already. ▪ Use a variety of contacts ▪ Ask members for help in recruiting ▪ Consult with the members as to the best meeting times ▪ Provide them with follow-up on the activities they have suggested | <ul style="list-style-type: none"> ▪ Everyone should share the same vision ▪ Meeting reminders ▪ Equal status ▪ Food / Fun / Atmosphere ▪ Assign tasks / Delegate ▪ Respect ▪ Use agendas / structure & include timeframe <ul style="list-style-type: none"> ▪ Time management ▪ Being sensitive to other commitments ▪ Value contributions ▪ Orientation process, expectations ▪ Membership package <ul style="list-style-type: none"> ➢ 1st recruitment package ➢ service directory ➢ Better World for Women: Moving Forward ➢ Recent meeting minutes ➢ Information on abuse ➢ Press clippings ➢ Notes section ➢ Committee contacts ➢ * end result → feeling involved and informed ▪ Identify potential sub-committees & then each member becomes part of sub-committee ▪ CELEBRATE ACCOMPLISHMENTS! ▪ Keep people involved, motivated & interested ▪ Skills training / Educational component / learning ▪ Vision/Mandate → do at least at onset, review regularly ▪ Regular strategic planning / evaluation of efforts ▪ Inclusive, all voices heard ▪ Feel valued ▪ Recognition → volunteer appreciation → tell them they're important ▪ Be an action oriented committee ▪ clear expectations of members' roles, according to interests of each member <ul style="list-style-type: none"> ▪ clear: time commitment (i.e. 4 hours/month), length of service (i.e. 1 year) ▪ succession planning |

Appendix 9 ~ Network next steps

Next steps in Networks:

What do you need to do when going back to your region?

Woodstock:

- catch up and inform all committee members
- next meeting – 1 week from today
- within 3 months – VISION statement
- set parameters & develop committee action plan before end of summer

Mirimichi:

- increase membership and expand to outlying service areas
- eliminate overlaps

Péninsule Acadienne:

- funding
- presentation
- minutes of this workshop
- workshops
- theatre production
- Presentation of documents and learnings from the March 29-31 workshop
- Development of new projects
 - e.g., play, silhouette, police training
- Continuity of action already undertaken by the round table e.g., seeking sources of funding

Fredericton:

- define geographic area – expand?
- Develop directory
- Enhance membership

1) Outcomes:

- Define geographic boundaries

Barriers

- Internally – need to map boundaries of services
- Externally – communicate with others
- Networks/regional – no communication process for network coordinator
- Network coordinator: Jim; existing members & non-members → need to cooperate

Resources:

- Advisory group (from FRRN)
- Paid staff person
- Contact information for networks/coordinator
- Contact info on resources / services → network members can help gather

Timeline:

- April 30

2) Outcomes:

- Enhance network membership

Barriers:

- Who is missing?
- Manageable size, facilities
- Individual issues preventing new members joining (don't attend, get minutes & be able to elicit input)

Who:

- Network coordinator
- Network to determine who is missing (go back to vision to make sure what we are working toward)
- Add to agenda

Resources:

- Define boundaries
- Connections to other networks

Sussex

- Monday steering committee meeting
- Strategic planning
- SWOT
- Action plan
- Actually committee formed by end of May

Kent:

- follow-up of PPA meeting/workshop & sharing
- inform other rep
- expand membership
- Complete the inventory of services offered and gaps in service
- Share the information from this meeting with the team
- Prepare follow-up document following the last meeting of the round table to update the presentation to the board of directors
- Contact the missing members

Charlotte County:

- rejuvenation
- motivation
- renew & refresh
- objective facilitator
- by Sept. – new chairperson

Bathurst:

- back to committee with this workshop
- by end July determine territory
- resource manual
- Meet with the committee to introduce the members (May)
- Complete the map of the territory (June)
- Complete the resource manual (small card) (June)
- Seek sources of funding

Tantrama, Beausejour & CAAR

- collaborate more
- volunteer recognition – all groups together
- sharing resources

- build strong ties

Beausejour / CAAR / Tantramar (+ Kent)

- No one gets left out (i.e. Memramcook)
- Do something together
- Identify needs of each region in our area
- Need money → provincial
- Need a network coordinator that is stable in each region → there as support of committee
- Tantramar in need of office/desk/space
- Money/staff to raise public awareness + raise profile of B Centre (STAR + CAAR)
- Decentralizing support services → know resources + bring services to rural regions (i.e. Paulette in Sackville once/month)
- Money for travel, budget for gas

CAAR

- flowchart reflecting all service & resources available in area
- collaboration with STAR & Beausejour
- recruitment & retention of members

STAR (Tantramar)

- progress assessment of action plan
- rural outreach
- increase recruitment efforts
- develop press kit & media plan
- create booth display
- get info into rural areas
- volunteer recognition

Beausejour

- work on strategic planning
- needs assessment in the community
- raise public awareness

Edmundston

- find new members
- Restructure the committee
 - Committee
 - Sub-committee
- Share what came out of our meeting and inform about the Provincial Advisory Committee

Saint John

- reform / revitalize group
- define group structure
- inform group re: 5 yr. Action Plan/ PPA
- assess gaps / needs assessment

Appendix 10

NETWORK COORDINATOR AGREEMENT

This purpose of this agreement is to outline the process and accountability framework for the funding of **Network Coordinator** positions within specified **Community Networks** in New Brunswick. The Women's Issues Branch, Executive Council Office, has received approval and funding for the project proposal entitled: "**Strengthening NB Regional Violence Prevention Networks**" through the Crime Prevention Action Fund. The Branch, being accountable for the implementation and deliverables of the project, enters into this agreement with **Community Networks and Sponsoring Agencies** to oversee the hiring, supervision and administration of the **Network Coordinator** positions.

Definitions:

The **Community Network** is the Violence Prevention Network that partnered with the Women's Issues Branch on the national Crime Prevention Action Fund proposal.

Sponsoring Agency is the organization/agency that will administer the funds for the Network Coordinator position.

Network Coordinator is the person hired to perform the services under this agreement.

Name of Community Network:

Name of Sponsoring Agency:

Name of Network Coordinator:

{Name of Sponsoring Agency}, a member of the *{Name of Community Network}* will engage a Network Coordinator to serve the Community Network upon the terms contained herein for a period of 8 weeks not extending beyond April 30, 2006.

{Name of Sponsoring Agency} shall review the terms of this Agreement with the Network Coordinator and have him/her sign this agreement.

As per the national Crime Prevention Action Fund, the objective of the Network Coordinator is to enhance the capacity of community-based regional Violence Prevention Networks to establish and/or build upon the family violence committees through broad representation of service agencies and providers both in the community and in government with the goal to strengthen service delivery and referral processes in their communities.

Role of Sponsoring Agency

In order to meet this objective, *{Name of Sponsoring Agency}* shall administer the funding allocated by the Women's Issues Branch for the Network Coordinator as provided for under the Crime Prevention Action Fund agreement as follows:

- **Salary** - \$20.00 per hour for 15 hours per week for 8 weeks. We suggest that standard deductions including Income Tax, Canada Pension, Employment Insurance be deducted at the source. (Note: As a result of the deductions, the \$20.00 per hour rate will be reduced to cover the employer's portion of the benefits (as listed above and including the required 4% vacation pay) so as to not place a financial burden of the Sponsoring Agency.)
- **Travel** –A maximum of 800 km at the rate of 0.35\$ per kilometre is allocated for travel within the network region.
- The Network Coordinator position spans over the period of February 6, 2006 to April 30, 2006 and the weeks/hours can be tailored to meet the needs of the Community Network and Network Coordinator. **They shall not, however, exceed the maximum allotted 120 hours.**
- Once this Agreement is signed and received by the Women's Issues Branch, funds, totalling **\$2,680.00** will be released to the Sponsoring Agency to administer.

Role of Community Network

- To oversee the development of the Network Coordinator's work plan, based on the needs of the Community Network while including the elements outlined in the funding agreement with the Crime Prevention Action Fund. When these areas are addressed it will be possible for networks to move forward on other projects.
- The **Community Network** will determine the supervisory arrangement with the Network Coordinator. Options might include reporting directly to the Community Network, through the Sponsoring Agency, or other.

- To ensure the **Deliverables** as outlined in this Agreement are met and provided to the Women’s Issues Branch.

Role of the Network Coordinator

The role of the Network Coordinator is to perform the functions as set out below to meet the requirements in the Crime Prevention Action Fund agreement, and other functions as directed by the Community Network.

- Define geographical boundaries of the Community Network;
- Map service delivery in the area;
- Do a preliminary needs assessment in the area;
- Expand representation on the Community Network; and
- Organize the Community Network, as directed by the Community Network.

Deliverables: *{Name of Community Network/Sponsoring Agency}* shall provide to the Women’s Issues Branch the deliverables set out below by April 30, 2006.

- Preliminary documentation such as signed **Network Coordinator Agreement**, and details of the sponsoring and supervisory arrangements. Other information/reports may be required as directed by the Women’s Issues Branch;
- The geographical boundaries of the Community Network;
- A draft directory of available services and resources;
- An accounting of the monies spent.

The parties have executed this Agreement on the date(s) indicated.

WOMEN’S ISSUES BRANCH

COMMUNITY NETWORK

Signature of Representative

Signature of Representative

Name of Representative

Name of Representative

Date

Date

SPONSORING AGENCY

NETWORK COORDINATOR

Signature of Representative

Signature of Network Coordinator

Name of Representative

Name of Network Coordinator

Date

Date