Peterborough Data Sharing and Research Group
Meeting Minutes
June 6, 2017

OPENING

The regular meeting of the Peterborough Data Sharing and Research Group (PDSRG) was called to order at 1pm on June 6, 2017 at Peterborough Public Health by Nancy Fischer.

PRESENT

Nancy Fischer – Senior Program Analyst, City of Peterborough
Caren Thayer – Data Analysis Coordinator, City of Peterborough
Tammy Sikma – Manager of GIS, County of Peterborough
Dr. Rosanna Salvaterra – Medical Officer of Health, Peterborough Public Health
Brenda Dales – Executive Director, Peterborough Social Planning Council
Jason Dennison – Manager of Operations, Workforce Development Board
Ellen Olsen-Lynch – Learning & Liaison Librarian, Trent University
Sherry Gosselin – Director of Institutional Research Office/Director of Project Mgmt Office, Fleming College
Lori Richey – Executive Director, Peterborough Family Health Team
Julia Wood – Business Development Lead, Peterborough & the Kawarthas Economic Development

REGRETS

Jennifer Chenier – Supervisor – Quality Initiatives, Kawartha-Haliburton Children's Aid Society
Kelly Jessup – Tourism Marketing Communications Lead, Peterborough & the Kawarthas Economic Development

WELCOME AND INTRODUCTIONS

Nancy welcomed the group and provided an explanation on the history of the group. Each member introduced themselves and their prospective role with data and analysis with the broader Peterborough community.

Peterborough Family Health Team (PFHT) – Lori indicated that the PFHT represents 115,000 patients and holds data related to age, sex, income, disease state, PRHC admissions & emergency room use. Physician recruitment is an important project that they are currently advocating for. Good data has aided their efforts to increase the provincially mandated physician allotment for the area. Lori indicated that adequate medical care in the community is an important draw for employers/new business.

Peterborough Public Health (PPH) – Dr. Salvaterra attended and spoke on behalf of PPH, although her role may be filled by another in future. Covers City & County (upper- and lower-tier municipalities), and both First Nations. PPH conducts population health assessments and shares the results with partners. They also monitor health indicators. PPH has limited capacity and is interested in their pooling resources with other partners, especially related to analysis. PPH shares in provincial databases which may be shared. They conduct some polling where additional data is required. PPH also participates in Four Counties for Kids which brings together municipalities, health and welfare agencies with a focus on children & child health.

In the absence of a full-time resource, PPH is currently contracting epidemiologic data services (e.g., age/sex statistics; difference from most recent to prior census analysis has been conducted). This sort of non-sensitive, non-personal data could be shared with the group once it has been created.

County of Peterborough – Tammy indicated that several departments collect and process data, most notably Planning & Peterborough County City Paramedics (PCCP). The County is at the initial stages of updating the Official Plan and good data and analysis will be important for this. Paramedics have an interest in attending future meetings. The County also has GIS staff who are skilled at data collection, analysis and presentation.

Fleming College – Director of Institutional Research Office, Director of Project Mgmt Office. Interested in data about jobs/industry & what College can offer for new product. Each of 4 campuses draw differently from within the province and due to specialized product offering. Lots of data analysis conducted, specifically around demographics. Sherry's role with data is focused on enrollment & student services.

Trent University – Ellen works out of Trent's Library. Her role is focused on making the right data available to the right researchers/students; she liaises with faculty and helps users to navigate resources. She has experience with medical librarianship and working on Public Health projects. Barb Znamirowski, Maps & Data Librarian, may be a good alternate contact for data management. The Research Office has begun to require data management plans recently. In line with Trent's mandate, she would be required to make data publicly-available, as privacy restrictions allow.

City of Peterborough – Nancy & Caren each spoke about their roles with Social Services & Children's Services and the data analysis they are focused on for social health & child welfare. Nancy indicated that the City, like other large institutions, has many varied data interests in addition to these. She is able to bring information from this group back to other staff at the City and bring other staff to meetings, as projects and discussion topics warrant.

Workforce Development Board (WDB) – Jason informed the group that the WDB's region covers the Four Counties (Northumberland, Peterborough, Kawartha Lakes & Haliburton), and the First Nations within this area (Alderville, Curve Lake, Hiawatha). He regularly works with local employment statistics, labour force surveys, and data from the Ministry of Training,

Colleges and Universities regarding expectations about who will be entering the labour pool over time. The WDB is also looking for access to local data.

Peterborough & the Kawarthas Economic Development (PKED) – Julia introduced herself as the Business Development Lead for Agriculture & Rural Development. PKED has two divisions: Economic Development seeks to bring businesses to the City & County, while Tourism is looking to attract tourists to enjoy the region. PKED is developing a microsite to provide access to a community profile for businesses looking to invest. Julia also brings experience developing policy and analyzing data.

TERMS OF REFERENCE
Nancy spoke to the Terms of Reference, specifically the geography and scope. The intent is to share data as broadly as possible, not from a single source. The group seeks to share learning and a common understanding about local data trends.

Prospective membership was discussed. Possible additions could include Central-East LHIN (who has an interest in neighbourhood-level data), and the Peterborough Regional Health Centre (PRHC). Jean Thomas appointed to the local LHIN sub-region. At PRHC, Lindsay Wyers is the Manager of Decision Support (lwyers@prhc.on.ca). The LHIN's aggregate data could include CTAS (Canadian Triage and Acuity Scale) information.

The name, Peterborough Data Sharing & Research Group (PDSRG) was put forward as a starting place, the group may wish to direct that this be changed to something more "catchy" or descriptive. The PDSRG is to operate as a parent committee, with the Peterborough Data Consortium to operate as a sub-group which is able to prove access to specific data and collect payments for the same for members who qualify for inclusion.

Language under the Decision Making & Chairpersons sections was amended to replace "consortium" with "this group".

PETERBOROUGH DATA CONSORTIUM STANDING COMMITTEE
Peterborough Data Consortium (PDC) has existed for many years. It is a local member of the Community Data Program (communitydata.ca), a program available across the country to access pan-Canadian data. Custom StatsCan Census data cuts are available to the membership and boundaries are decided upon each year. The program year for the Community Data Program runs April 1 – March 31. The current member agencies are:

- Peterborough Social Planning Council
- City of Peterborough
- County of Peterborough
- Peterborough Public Health
- Workforce Development Board

Data costs are based on population. For the Peterborough County/City region, the group cost for data access is approximately $8,000/yr for Peterborough region split between participating

members, plus an additional $125/yr for each agency's membership. Based on the current five members participating in this consortium, the annual cost to each member is approximately $1,600. The more members that participate, the lower the cost is to each member.

Only member of each organization can access the site at any time, therefore each should appoint a primary contact person. Brenda recommends that the primary contact control all data downloads for the organization, rather than worrying about who is accessing the data at any one time.

Brenda asked new prospective members to confirm their participation in this program for 2017-2018 by the end of June so that she can confirm the cost to each. Payment will be due to the Peterborough Social Planning Council by mid-July.

A PDC overview document has been attached to these minutes to outline the program.

PRESENTATION
Early Development Instrument (EDI) Data from a Municipal Perspective

Caren Thayer, City of Peterborough

Caren presented the current results on the EDI data analysis. Presentation to follow.

EDI tells us what is happening, but not why. Kindergarten Parent Survey (KPS) provides input on children's early experiences. Many Health Units are using the KPS to more fully understanding the Early Years picture. KPS last completed in 2012 in Peterborough. In the years it has been collected, Peterborough started with higher vulnerability scores and has been growing faster than the provincial average.

There is a LOT of data available through the EDI program. There was a 90-page report in 2012 that hasn't been well used to date locally. American examples of EDI use included parent groups applying for grants to address specific domains of vulnerability or at-risk. With limited resources available, the EDI could be used to build programming in Ontario as well. Peterborough has been funded for the Healthy Kids Challenge.

How do we increase KPS participation for 2018? Municipalities would need to be responsible for driving this program with school board buy-in necessary for implementation.

Each of the agencies at the table has avenues to help promote the completion of the survey – incentives, teacher encouragement, early years programming, etc.

WEB PAGE & BRANDING

Nancy distributed a 2-page collection of logo graphics for a variety of prospective names for consideration and asked, "It is important to the group that "Peterborough" be a part of the name?" The majority voted "YES".

"DataSHARE Peterborough" was the consensus favourite. The only concern expressed was the small size of "Peterborough" compared to other text, as it would become difficult to read at a small size. Nancy agreed to take it back to her designer for adjustments.

Nancy discussed the planned creation of a publicly-available web site containing the group's TOR, agendas, minutes, presentations, links, etc. She proposed to set up the web pages under the Peterborough.ca domain, with a URL that could be something like "datashare.peterborough.ca". All agencies would be encouraged to share the link through their web sites. The group supported this work.

ROUND TABLE

City of Peterborough
- City has recently passed an open data policy and is working through the processes.
- Data governance is being explored currently.
- Likely to include things like parking, transit routes, roads.
- Census data being explored currently. First focus is early years and seniors, then more.
- Starting to look at precarious data.
- Beginning of community engagement for Community Wellbeing Plan.
  - There are ways to survey at the neighbourhood level

County of Peterborough
- County official plan is underway

Peterborough Public Health
- Public Health Ontario recently built a site for opiod overdoses and view local data within that site. Dr. can share link, if requested.
- Oral Health & Low income health reports in process
- Currently seeking an epidemiologist.
- LHIN & Public Health role being developed in light of Patients First legislation

Peterborough Social Planning Council
- Currently updating the Quality of Life report. Community Profile will not be completed until the census data has all been released.

Workforce Development Board
- Working to build a library for labour market data
- Traditionally reports completed and disseminated to the community
  - Hadn't asked the community what their needs were

- Has developed a help desk (helpdesk@wdb.ca) that community members can ask questions of
    - Members were invited to email the Help Desk and ask one specific question (e.g., "What is the wage range for an epidemiologist?")
    - Answers to be provided within 2 business days
    - The questions will guide the development of the catalog of community resources

Trent University
- Local air photo atlas is a product that map library has available
- Primary offering that Trent can contribute is connection to researchers
    - Being able to take back messages about the data that is available to researchers and/or bring their interests / projects to the group
- This group would also be better able to mobilize the research that Trent & Fleming are conducting.

Fleming College
- Faculty member is doing Masters on play and ECE and how children learn
- College is looking at the trends in industry (e.g., environmental studies, ECE, etc)
- Strategic Mandate Agreement 14-17, 17-20
    - Government investment & performance indicators
    - Benefits __ Management – any investment in gov't/private sector
    - Access to education in various community groups (indigenous, LGBTQ, etc)
    - Are colleges & universities meeting the needs of the communities
    - Projects are now tied to longer-term benefit studies
    - Who is coming to Peterborough & who is staying here?
    - College is attracting more and more international students as local population at post-secondary age group is

Peterborough Family Health Team
- Envisioned data being a bigger part of work
- What is biggest connection to medical service providers. SVOPD baseline data (vascular).
- Physician workforce data collected to look at how many are available and what they are doing. (89 physicians are doing 101 FTE of work, therefore not taking on additional patient load.) Has been able to advocate for "high need" status based on analysis of data.

Peterborough & the Kawarthas Economic Development
- Currently not working with a lot of data
- Investment readiness study conducted
- Really good at retention & expansion, not as good at attracting new businesses
- Working on a Community Profile currently to attract businesses outside of Peterborough to come, invest and grow
- Working on the creation of a new web site.

Adjournment
Meeting was adjourned at 3:00pm by Nancy Fischer. The next meeting will be held from 1-3pm on September 5, 2017, at a location TBD.

Minutes submitted by: Tammy Sikma

Approved by: [Name]