![DataSHARE Peterborough logo]

Meeting Minutes

February 5, 2019

Opening

The regular meeting of DataSHARE Peterborough was called to order by Nancy Fischer at 1:35pm on February 5, 2019 at the Peterborough County-City Paramedics' Boardroom (310 Armour Rd).

Present

Nancy Fischer – Senior Program Analyst, City of Peterborough
Peter Williams – Community Development & Engagement Coordinator, Peterborough Police Services
Tammy Sikma – Manager of GIS, County of Peterborough
Andrew Bell – Labour Market Info Analyst, Workforce Development Board (WDB)
Jennifer Chenier – Supervisor – Quality Initiatives, Kawartha-Haliburton Children's Aid Society
Ellen Olsen-Lynch – Learning & Liaison Librarian, Trent University
Barb Znamirowski – Maps, Data, Government & GIS Librarian, Trent University

Regrets

Caren Thayer – Data Analysis Coordinator, City of Peterborough
Nicole Schleifer – Geomatics/Mapping Manager, City of Peterborough
Brittany Wakefield – Crime Analyst, Peterborough Police Services
Jane Hoffmeyer – Manager, Foundational Standards, Peterborough Public Health (PPH)
Mohamed Kharbouch – Epidemiologist, Peterborough Public Health (PPH)
Jennifer Lamantia – CEO, Workforce Development Board (WDB)
Cheryl Stager – Program Support Partner, Peterborough Regional Health Centre
Lori Richey – Executive Director, Peterborough Family Health Team (PFHT)
Amanda Hiemstra – Quality Improvement Decision Support Specialist, PFHT
Julia Wood – Business Development Lead – Business & Agriculture, Peterborough & the Kawarthas Economic Development
Sarah Amirault – Researcher, Institutional Research Office, Fleming College
Sherry Gosselin – Director, Project Management Office, Fleming College

Guests

n/a

Welcome and Introductions

Nancy welcomed the group and invited everyone to introduce themselves and their organization. The meeting's discussion focus was **"DataSHARE and Data Sharing"**.

Peter introduced himself as a civilian member of the Police Service and a member of the Peterborough Risk Driven Situation Table, a group of agencies who meet weekly to collaboratively plan for individual critical case response.

Review of Agenda & Previous Minutes

Barb indicated that first 3 bullets belonged to someone else, attributed to Jane Hoffmeyer.

Nancy provided an update on her action items.
CKL has their own Data Consortium including HKPR District Health Unit
Nancy attended the first CDP Lead meeting in February

The agenda and previous minutes were received as presented.

Peterborough Data Consortium Sub-Committee Update

Nancy provided an update on the City's role as the Community Data Program's local consortium lead agency. The City has offered to cover the cost of the Consortium data with each member to pay only for their $125 membership fees. They believe that between their role as the inter-municipal Consolidated Municipal Service Manager (CMSM) for local social programs and their involvement with and desire to support the work of local partner agencies, they can leverage the best local use of the data by removing barriers to its use. Further, the City of Kawartha Lakes (CKL) is operating under the same model.   Nancy is recommending that the membership fees be collected annually in March or April in order for members to bridge budget years, if necessary.

Discussions are taking place with the New Canadians Centre (NCC) about the value of their joining this sub-committee, as supported by the Community Data Program's network of Local Immigration Partnerships (LIPs).

As research institutions, Fleming & Trent are excluded from participating due to the licensing model.

The data catalog is available for public viewing at https://communitydata.ca/resources/how-to-use.

Nancy will remotely attend some of the national Community Data Program AGM sessions in May.

Interactive Data Inventory

Facilitator: Nancy Fischer, Senior Program Analyst, City of Peterborough

Nancy led the group in an exercise to explore the data holdings amongst its members. Each participant was asked to note a data holding that could be shared between DataSHARE members in some format (e.g., redacted, summarized, etc). As the members shared dataset by dataset, they were grouped into like categories.

Some questions arose about the use and sharing of StatsCan custom tab data exports. It was felt that the cost of the custom tabs was meant to be revenue-neutral. Mused whether once the data had been cut, is there any reason it couldn't/shouldn't be shared?

There were also questions about the data holdings of member agencies were unable to attend, including topics/databases like:
- Mental health
- Addictions
- RRFSS - Rapid Risk Factor Surveillance System
- Ontario Tobacco Strategy – School-based survey on substance use
- Healthy Babies, Healthy Children
- Vital Signs
- PEG

> **ACTION:** DataSHARE organizers to circulate roll-up of data availability to group for additions / changes.

Data Sharing Agreements

County is using a detailed, formal data sharing agreement
City is moving toward an Open Data program with 12 geographic datasets that are more easily shared.
HIFIS – currently sharing between organizations; loaded with detailed and very sensitive data
Situation Table data not easily shared yet
Halton has the "gold standard" for data sharing.
Toronto University Health Network / mapping / Health / University of Toronto
Sault Ste. Marie – used to have cross-border data sharing agreement for situational exercise

> **ACTION:** DataSHARE to develop processes (legal agreements, transfer methods) for data sharing among members

Round Table
Nancy asked the group to share ideas related to the day's discussion focus, specifically: "How do you think your data could be better shared and by whom?"

- Andrew Bell, WDB
    - 30-40% of work involves answering questions from the public
    - Often going back to the data sources listed today, commonly job postings
    - PSWs Q1-2 = 6, Q3 = 27, Q4 = 73 postings -- appears to be something significant happening
    - Often hearing about labour supply shortages
        - Construction, hotel, manufacturing
        - Having trouble filling entry-level positions
        - Appears to be a growing trend from the least-trained, expecting to see this grow into high-trained
        - Rough numbers show a shrinking labour supply across Ontario
        - In Peterborough there seems to be
        - Simcoe County down 12,000 people by 2026
        - Interesting rural migration data in _____ Institute
- Peter , Peterborough Police Services
    - Interested to see the range of available data

- o   Situational Table is also working to develop a data sharing agreement
- Nancy Fischer, City of Peterborough Social Services
  - o   Enjoyed seeing how the data available across our member agencies intersects
  - o   Working on housing data at Township level for 4 census cycles back to 2001
    - ▪   Adding evictions & children leaving care data
  - o   Working with precarious employment
- Tammy Sikma, County of Peterborough
  - o   Base data development
- Barb Znamirowski & Ellen Olsen-Lynch, Trent University
  - o   Very interested in the amount of local data
  - o   Interested in need for project work that Trent could support
  - o   Thinking that if we have all signed similar 3rd party agreements that there must be some way to share between agencies who have signed same
  - o   Looking forward to hosting the group at our May meeting
  - o   Happy to be able to assist other agencies when
- Jennifer Chenier, Kawartha-Haliburton Children's Aid Society
  - o   Found this exercise very helpful
  - o   Very pleased to hear about the City taking on the cost of the Data Consortium & looking forward to joining
  - o   Wasn't aware of the Peterborough Social Planning Council's inactive status
    - ▪   Group still exists with a very small Board, but no Executive Director
    - ▪   No physical space
    - ▪   Web site is still active
    - ▪   Understanding that the Board is struggling to decide where they are going
    - ▪   Unclear yet how the role they played in collecting/collating/disseminating data & reports will continue to be served (e.g., Vital Signs, Quality of Life, Peterborough Profile)

Adjournment

Meeting adjourned at 3:14pm. The next meeting will be held from **1-3pm on May 7, 2019** at Trent University's Bata Library, room to be confirmed.

Minutes submitted by: Tammy Sikma