



**Co-Chair:** Dr. Penny Sutcliffe, Medical Officer of Health and Chief Executive Officer  
Chief Paul Pedersen, Greater Sudbury Police Service

**Present:** **City of Greater Sudbury (CGS):**  
Tyler Campbell, Director, Social Services  
**Greater Sudbury Police Service (GSPS):**  
Daniel Despatie, Inspector, Patrol Operations Division  
**Public Health Sudbury & Districts:**  
Dr. Ariella Zbar, Associate Medical Officer of Health and Director, Clinical Services Division  
Sandra Laclé, Director, Health Promotion Division and Chief Nursing Officer  
Shana Calixte, Manager, Mental Health and Addictions

**Recorder:** Julie Labelle, Administrative Assistant, Public Health Sudbury & Districts

**Regrets:** Sheilah Weber, Deputy Chief of Police  
Chantal Belanger, Public Health Nurse

#	Item	Description of Outcome	Individual Responsible for Further Action and Deadline
1.0	<b>Call TO ORDER/ROLL CALL</b>	Dr. Sutcliffe called the meeting to order at 10:42 a.m.	
2.0	<b>TERRITORIAL ACKNOWLEDGEMENT</b>	Dr. Sutcliffe acknowledged the ancestral Indigenous territory upon which this meeting was occurring.	
3.0	<b>DELEGATION/PRESENTATION</b>		
3.1			
4.0	<b>REVIEW AND APPROVAL OF AGENDA</b>	The agenda was reviewed and approved as distributed.	
5.0	<b>REVIEW AND APPROVAL OF MINUTES – MAY 9, 2019</b>	<p>The minutes from the May 9, 2019, meeting were approved as distributed.</p> <p><b>ACTION:</b> It was further agreed that the Community Drug Strategy (CDS) Steering Committee examine the recommendations from the Coroner's report, and determine which ones could be locally relevant. Report was brought to the planning meeting in August for all CDS pillars to consult.</p> <p><b>ACTION:</b> <b>S. Calixte</b> reported that further investigation revealed that the number of expired and/or exposed naloxone was smaller than expected, and that a more fulsome summary of her investigations and proposed</p>	S. Calixte



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		<p>next steps will be shared at the next meeting.</p> <ul style="list-style-type: none"> <li>- Policy and Procedure for expired and exposed naloxone has been developed and will be presented at this meeting. See update, 6.1.2 (a) and (b).</li> </ul> <p><b>ACTION: S. Laclé</b> agreed to further investigate a centralized and accessible location to house the report. It was added that the link to the plan should then be communicated with members of the Community Drug Strategy (CDS) Executive Committee. See immediately below.</p> <p><b>ACTION: S. Laclé</b> agreed to further investigate and share the link where the report will be housed with the CDS Executive Committee.</p> <ul style="list-style-type: none"> <li>- A cover letter has been written and the plan is being shared with all sectors referenced within the report. The letter will be signed by the co-chairs of the Steering Committee and the co-chairs of the Executive Committee will be copied, along with S. Laforest and L. McGaw, Emergency Management Officer from CGS. The direction will be to add the response plan as appendix to each agency's internal emergency manual. The plan, minus contact information, will be placed on the CDS website and the hyperlink provided to CDS Executive Committee members. <p><b>ACTION: S. Laclé</b> will ensure that the protocol is updated and included in the response plan.</p> <ul style="list-style-type: none"> <li>- Protocol was added to the larger plan. <p><b>ACTION: S. Calixte</b> will provide an update on a live dashboard.</p> <ul style="list-style-type: none"> <li>- See update, 6.1.2(c).</li> </ul> </li></ul></li></ul>	<p>S. Laclé</p> <p>S. Laclé</p> <p>S. Laclé</p> <p>S. Calixte</p>



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		<b>ACTION: S. Calixte</b> will ensure that the organizational chart is updated. - The chart has been updated.	S. Calixte
<b>6.0</b>	<b>BUSINESS ARISING FROM PREVIOUS MEETING</b>		
6.1	Harm Reduction Program Enhancement Updates		
	6.1.1 Naloxone	(a) Statistics  Statistical report for naloxone distribution by agencies with an MOU with Public Health was shared. Also shared was information on drug trends and other anecdotal information from the community.	
		(b) Exposed and Expired Naloxone Procedure and Protocol  Exposed Naloxone procedure and protocol was shared for information.  This procedure and protocol was created for partners with whom the PHSD has an Memorandum of Understanding for naloxone distribution.	
		(c) Disposal of Exposed and Expired Naloxone Procedure  Disposal of Expired Naloxone procedure was shared.  A question was asked regarding how exposure to temperatures outside the manufactures recommended rang affected the naloxone. <b>ACTION: S. Calixte</b> will follow up on this question.	S. Calixte
	6.1.2 Early Warning and Surveillance	(a) Opioid Poisoning Response Plan for CGS  The response plan is complete. Feedback from agencies consulted has been included in the plan. The key agencies have also provided their contact information. See action items under 5.0 above.	



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		<p>A partnership agreement is being drafted for community agencies, who will reporting to PHSD, information related to increases or unusual overdoses or drug trends, whether that be during office hours or to our after-hours line. This information will be provided to CDS Executive Committee co-chairs for a decision on whether or not to issue a drug alert or drug warning. Agencies will include SACY, Réseau ACCESS Network, Greater Sudbury Police Services and others as deemed appropriate/suitable.</p> <p><b>Action: S. Calixte</b> will coordinate signage of the partnership agreements between PHSD and its partners.</p>	S. Calixte
		<p>(b) After Hours Manager On call package</p> <p>Public Health Sudbury &amp; Districts has created an internal on-call package for after-hours staff. This provides a detailed outline of the policy and process to be followed for calls received from partners after-hours regarding opioid overdoses. On-call clinical managers have all been informed and trained by S. Calixte.</p>	
		<p>(c) Opioid Surveillance (website)</p> <p>An Opioid Surveillance Dashboard has been added to the CDS website. The surveillance data include, death data, naloxone distribution (by PHSD, Réseau ACCESS Network and local pharmacies), suspected opioid-related incidents as recorded by EMS, and emergency department visits related to drugs. At this time, we have received permission to only publish EMS data bi-monthly and Réseau ACCESS Network will provide quarterly numbers for their Naloxone distribution. Death data (from PHO) is only updated quarterly. The only data that can be updated monthly are emergency department visits and PHSD's naloxone distribution data. We are in the process of asking partners if they can provide their data more frequently, on a monthly basis. The goal is to provide</p>	



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		<p>quick and transparent updates to the public as soon as they are available.</p> <p><b>ACTION: T. Campbell</b> will also follow-up with regards to the City's EMS data.</p> <p><b>English</b> (<a href="https://www.phsd.ca/health-topics-programs/alcohol-drugs/community-drug-strategy/research/opioid-surveillance">https://www.phsd.ca/health-topics-programs/alcohol-drugs/community-drug-strategy/research/opioid-surveillance</a>)</p> <p><b>French</b> (<a href="https://www.phsd.ca/fr/sujets-et-des-programmes-de-sante/alcool-et-autres-drogues/strategie-communautaire-contre-les-drogues-de-la-ville-du-grand-sudbury/recherche/surveillance-des-opioides">https://www.phsd.ca/fr/sujets-et-des-programmes-de-sante/alcool-et-autres-drogues/strategie-communautaire-contre-les-drogues-de-la-ville-du-grand-sudbury/recherche/surveillance-des-opioides</a>)</p>	T. Campbell
		<p>(d) Opioid Surveillance Committee Minutes i) June 19, 2019</p> <p>The minutes were shared for the members' information. The next meeting will take place on October 1, 2019. This committee reports to the CDS Steering Committee.</p>	
6.2	Needs Assessment and Feasibility Study		
	6.2.1 Project Update	<p>The summer has been busy with primary data collection.</p> <ol style="list-style-type: none"> <li>1. The survey with Persons Who Inject Drugs(PWID) began recruiting participants on June 26, 2019. Recruitment ended on July 22, 2019 following the submission of 207 completed surveys. The peer research associates in collaboration with Réseau ACCESS Network was credited in successfully meeting the research target of 200 PWID.</li> <li>2. The online community survey opened on June 26, 2019. As of September 4, 2019, 2323 completed surveys have been received. The target range was 1500-3000 surveys. The survey will remain open until September 10, 2019. The CDS communications working group was credited for promoting this survey.</li> </ol> <p>Currently, will be focus groups and analysis of secondary data.</p> <ol style="list-style-type: none"> <li>1. The focus groups will draw from three pools of</li> </ol>	



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		<p>voluntary participants, namely, providers (as informed by the CDS pillars and will consist of decision makers and front-line staff), business and related community partners, and friends &amp; family of PWID (these individuals self-identified through the online community survey). The focus groups will take place from the end of September to the end of November and will be facilitated by NOSM research team. The list of agencies is being validated by the Community Advisory Committee.</p> <p>2. Secondary data are intended to supplement primary data findings and provide further details on drug use and drug-related harms in our community such as local rates of HIV and Hepatitis C.</p> <p>The study remains on-track with the April 2020 timeline.</p> <p>As requested by the co-chairs a milestones and timeline document will be created to be shared with members of the CDS Executive, Steering, SCS, Communications and Harm Reduction committees. It will also be posted on the CDS website.</p> <p><b>Action: A. Zbar</b> will ensure that a milestones and timeline document is created, shared with the CDS committees and posted on the CDS website.</p>	Dr. Zbar
	6.2.2 Community Advisory Committee Minutes (a) May 29, 2019 (b) June 19, 2019 (c) July 22, 2019 (d) August 20, 2019	<p>The minutes were shared for the members' information. The learning and action plan speakers have yet to be confirmed for September, October and December 2019. Once confirmed, the list will be emailed to the co-chairs.</p>	Dr. Zbar
	6.2.3 Research/Technical Working Group Minutes • June 11, 2019	<p>The minutes were shared for the members' information. The next meeting is on September 17, 2019, where the research team will be providing a high-level summary of the results from the PWID and online community survey. The intent is to share these findings with the CDS Executive Committee and the Community Advisory</p>	







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		<p>and members of Sudbury Temporary Overdose Prevention Society were also in attendance. In addition to the local context surrounding substances, the visit included discussion about Health Canada's process for the application of the Federal Exemption to Section 56.1 of the Controlled Drugs and Substance Act and provincial funding for Consumption and Treatment Services. The visit demonstrated the established diversity and strength of local partnership between our agencies.</p> <p><b>ACTION: S. Calixte</b> will call Sudbury MPP J. West's office to discuss the federal process for applying for SCS and ensure we fully understand the process in follow up to the Minister's comments.</p>	S. Calixte
7.3	Supervised Consumption Models – Approval and Funding Processes	<p>An overview of approval and funding processes at the federal and provincial levels was provided:</p> <p>Agencies or organizations looking to establish supervised consumption services in Ontario must seek a federal exemption under the <i>Controlled Drugs &amp; Substances Act</i>. The application must include a description of the site, local conditions (description of target pop'n, number of drug-related OD &amp; deaths, intended health &amp; safety impact of site), policies &amp; procedures, personnel, consultation report (ex. community surveys) &amp; letter of opinion (optional) and a financial plan. The SCS-NAFS will inform on all parts of this application, understanding that if the recommendation is to move ahead on an application, a location and agency to operate the site will need to be identified so that the particulars of the site and personnel can be developed for the application. Federal exemptions are generally granted for a year at a time and, depending on the site, may be extended to every 3-5 years. Federal funding is not available for sites in Ontario that are granted an exemption.</p> <p>While undertaking the federal exemption process, an application can be sought to operate Consumption &amp;</p>	





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		<p>Treatment Services. This is the provincially funded-version of SCS in Ontario. The application is similar to the federal exemption in describing local need, the service delivery model, site requirements and a demonstration of community support. It also asks to demonstrate capacity to provide treatment services, describe proximity to other CTS or to parks, schools and child care centres, provide an ongoing community engagement plan and demonstrate site accessibility. At this time, funding will be re-assessed on a yearly basis.</p> <p>The Harm Reduction pillar is working to collect information that will assist with both the federal and provincial applications, should that be the direction following the results of the SCS-NAFS.</p> <p>As for overdose prevention sites mentioned during the Federal Minister's visit, the federal government provides for temporary exemptions of what are called "urgent public health need" sites. These are equivalent to overdose prevention sites, a pared-down version of SCS that are primarily concerned with overdose prevention. It is intended that UPHN sites are applied for while the federal exemption process is underway as these sites are provided with an exemption for no more than a year. There is no funding attached to this exemption – it is incumbent on the applicant must demonstrate sustainable funding. Newly announced, applicants can include municipalities and others.</p>	
7.4	Disposal of Cannabis Messaging	<p>The City of Greater Sudbury has advised to have individuals contact 311 for details regarding cannabis disposal or to use the waste wize app as disposal options differ on a case to case basis.</p> <p><a href="https://www.greatersudbury.ca/live/garbage-and-recycling/waste-wizard-waste-wise-app/">https://www.greatersudbury.ca/live/garbage-and-recycling/waste-wizard-waste-wise-app/</a></p> <p>This information will be added on the CDS website.</p>	



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7.5	CDS Work plan 2019-2020 Session	<p>A brainstorming / work plan session was held on August 29, 2019 with the chairs of each pillar of the drug strategy.</p> <p>Discussion was held about the past work plan (until 2018) and what new priorities were to be set. CDS pillar chairs had been encouraged to meet with their group before the brainstorm, in order to do their own prioritization. The coroner's report was provided, as well as the full strategy with all 100+ priorities. Accomplishments (which included some big ones such as the work on Supervised Consumption Services (SCS), surveillance, Rapid Access to Addiction Medicine (RAAM) clinic, anti-stigma and discrimination campaigns) were discussed followed by priorities/highlights for focus in 2019/20. Some priorities identified included: drug court for the Enforcement pillar, anti-stigma work for the Health Promotion pillar, continued work on the SCS for the Harm Reduction pillar, and public info sessions on treatment options re: addictions for the Treatment pillar.</p> <p>It was also agreed that alcohol and cannabis would continue to be top of mind as we plan for the years to come and to amplify messaging and raising more awareness around these substances.</p> <p>S. Calixte and D. Despatie facilitated the session and were recognized for their facilitation and success.</p>	
<b>8.0</b>	<b>STANDING ITEMS</b>		
8.1	Steering Committee <ul style="list-style-type: none"> <li>Minutes – June 11, 2019</li> </ul>	The minutes were shared for the members' information.	
8.2	Communications Working Group <ul style="list-style-type: none"> <li>Minutes – May 10, 2019</li> <li>Minutes – June 11, 2019</li> </ul>	<p>The minutes were shared for the members' information.</p> <p>A PHSD working group, in consultation with GSPS has developed a white board video named "We are Jeff. Opioids and our Community". It is expected to be ready for September 24, 2019 and will be shared. The group is also</p>	



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		<p>working on three other videos that focus on combatting stigma.</p> <p>A communications plan for extensive social media exposure, billboard, anti-stigma messaging is being planned for the future to ensure more exposure of the CDS's work. The working group is always open to recommendations from community partners.</p> <p>Chief P. Pedersen suggested that there might be a media opportunity for him and Dr. Sutcliffe as CDS Executive Committee co-chairs</p> <p><b>ACTION: S. Calixte</b> will bring this back to the Communications Working Group and report back.</p>	S. Calixte
8.3	Needle Disposal Bins – Greater Sudbury	<p>Three more needle disposal bins have been installed in Sudbury: Pine street, Lloyd street, and Paris street</p> <p>It was noted that there is also a need for bins to be located outside of the downtown core, possibly in more rural areas (e.g. Chelmsford; Valley; Capreol).</p>	
9.0	ANNOUNCEMENTS	<p>The Canadian Drug Policy Coalition is organizing focus groups across the country on the subject of drug decriminalization. There is no information as to when they will be coming to Ontario.</p> <p>Related to the federal election:</p> <ul style="list-style-type: none"> <li>Canadian HIV/AIDS Legal Network has a petition to support life-saving harm reduction services: <a href="http://aidslaw.nationbuilder.com/scs_petition2019?utm_campaign=communiqué_scs_petition&amp;utm_medium=email&amp;utm_source=aidslaw">http://aidslaw.nationbuilder.com/scs_petition2019?utm_campaign=communiqué_scs_petition&amp;utm_medium=email&amp;utm_source=aidslaw</a></li> <li>RNAO is preparing federal election materials that will have to do with drugs &amp; SCS support</li> </ul>	



**MINUTES**

**CITY OF GREATER SUDBURY DRUG STRATEGY EXECUTIVE COMMITTEE**

**DATE: SEPTEMBER 6, 2019 TIME: 10:30 A.M. TO 12 P.M.**

**LOCATION: BOARDROOM, FIRST FLOOR, 1300 PARIS STREET**



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		<ul style="list-style-type: none"><li>Toronto's overdose prevention society (TOPS) is planning some materials as well for the federal election concerning drug overdoses.</li></ul> <p>Edibles become legal October 14, 2019. PHSD is developing education messages with a theme "Lock it up".</p> <p>It was suggested that a luncheon be held for the co-chairs as well as the chairs of each pillar to say thank you for all the work accomplished.</p> <p><b>ACTION: S. Calixte</b> is to move forward in organizing a luncheon for CDS Executive Committee co-chairs and CDS pillars.</p>	S. Calixte
<b>10.0</b>	<b>NEXT MEETING</b>	Tuesday, December 3, 2019 – 3:00-4:30 p.m.	
<b>11.0</b>	<b>ADJOURNMENT</b>	The meeting was adjourned at 12:08 p.m.	