



**FAMILY SERVICES of PEEL**  
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## Human Trafficking Advisory Committee Meeting Minutes

Thursday, November 23, 2017, 10.30 – 11.30 am

Family Services of Peel Boardroom

5<sup>th</sup> floor, 151 City Center Drive, Mississauga

**Attendees:** Dr. Firdosi Metha, Katarina MacLeod, Svjetlana Delic, Sandra Rupnarain, Chandra Coomaraswamy

**Chair:** Sandra Rupnarain

**Regrets:** Dr. Susan Bartels, Monica Riutort

**Absent:** Dr. Hanni Stoklosa

Agenda	Discussion	Decision/Action	Responsible
<b>Greetings and Introduction</b>			Sandra
<b>Approval of Last Meeting's Minutes</b>	Last meeting's minutes approved		Sandra
<b>Terms of Reference</b>	<p>Dr. Firdosi suggested the following changes to the TOR:</p> <ol style="list-style-type: none"><li>1. The Advisory Committee's role should be written as overseeing, advisory, participation and support in the implementation of the Project</li><li>2. The names of committee members, designations, their affiliations, and their expertise should be given briefly in the TOR. So that the members' information can be in one document.</li><li>3. Advisory committee's work plan should be corrected as project work plan and the committee do not have to prepare a work plan. Therefore, the item accountabilities should be removed from the TOR.</li><li>4. The item no. 6 should include a clause to say that the committee will remain in place for three years, but the members have the option to choose to continue in the committee after one year.</li><li>5. Attendance of members to be discussed with Monica and decide if the committee will go with the same members going forward or give them the option to be in consultant capacity if they are unable to commit to attend meetings continuously.</li></ol>	<p>*Suggested changes were made in the TOR and sent for feedback to the committee members and TOR will be completed before the next meeting.</p> <p>* Sandra will talk to Monica and decide</p>	<p>Svjetlana and Chandra</p> <p>Sandra, Monica</p>

<b>Work Plan and Funding Update</b>	<p>Sandra gave a brief update on the Project funding:</p> <ul style="list-style-type: none"> <li>• She said, “We don’t have a signed contract yet, I had a conversation with the Ministry and I completed all the required documentation. They have not given us the full amount what we asked for in the proposal. We asked for \$370,000 but they have approved \$302,560 only. This project technically starts in November and year 1 will end in March 2018. Therefore, the work plan needs to be updated as per the project start date, which is November 2017 – March 2018.”</li> <li>• Sandra further mentioned that Year 2 and year 3 will be 12 months each, but the deliverables will remain the same as given in the proposal. The Ministry expects the same deliverables although year one is shorter than planned.</li> <li>• Sandra said that hiring a Research Assistant is not decided yet, but a part-time statistician will be hired. Sandra suggested to Dr. Firdosi if he can send a Master/PhD student to do the research work.</li> </ul>	Work Plan is updated.	Chandra  Sandra/Firdosi
<b>Focus group and interviews with survivors</b>	<ul style="list-style-type: none"> <li>• Katarina of Rising Angels informed that two survivors are willing to be interviewed and others agreed to answer the questionnaire. 5 mothers of these girls are also ready to participate in the focus group discussion because they look for services for their daughters and therefore they are better informed of the services available and the gaps in Peel region.</li> </ul>	Number of survivors for the Focus group will be confirmed by Rising Angels.	Katarina
<b>Poster on Human Trafficking</b>	<p>The HT Poster designed by students was reviewed and a few suggestions were made;</p> <ul style="list-style-type: none"> <li>• Dr. Firdosi suggested to make it into a project promotional tool. “It should be limited to sex trafficking and the project, because human trafficking is a very broad subject” he said.</li> <li>• Katarina informed that the poster is missing an important element “housing”. Permanent housing is a major issue for survivors of human sex trafficking including short-term housing.</li> </ul>	This poster was based on the students Lit review. A different poster will be done as a promotional tool for the project	Monica, Chandra
<b>Project Launch and Media support</b>	<ul style="list-style-type: none"> <li>• Sandra informed that the project will be launched in January 2018 with the new web site and asked for support from the members to contact Media, both local and global. Peel Region does not have any Radio/TV stations to bring forth social issues and programs to advocate through media.</li> <li>• Katarina said that she can provide a few media contacts to lobby to take the project to the next level. She provided names of two politicians to Sandra to</li> </ul>		Katarina, Sandra

	connect with for future support because they voice strongly for trafficking victims and support the work on human trafficking.		
<b>Meeting adjourned</b>	Next meeting date was not decided and will be informed in due course Meeting adjourned.		Chandra