



Victim Services Leeds and Grenville December 7, 2016 Team Debrief Minutes

Call to order: 5:30PM

ATTENDANCE: Sonya, Amanda, Courtney, Tabitha, Patti, Collette, Jenn, Julien, Gail, Wendy, Nicola, Kim, Alyssa, Shirley, Frankie, Ann-Marie

Welcome 5pm

1. Upcoming Events/Reminds:

Christmas Schedule – Paper Copy of the Christmas Schedule was handed around to submit availability so far. The Christmas schedule will be sent out by Amanda via email. The Schedule is from December 23-January 2

Christmas Volunteer event December 10th (Serving) – Reminder of the Christmas Party Victim Services is participating in December 10th 4pm-1am at the Memorial Centre to raise funds. (Serving drinks and bussing tables etc.) Anyone with a smart serve or able to help was asked. Julien replied that he has his smart serve and will be helping.

Reminder: Christmas Family – Items Due by December 19th (thank you for participating)

2. Donna

Reminder to group that Donna is now the Fundraising Volunteer Manager for Victim Services Leeds and Grenville. If anyone has any ideas or would like to assist or know of any upcoming events which may be of interest, please feel free to reach out to Donna.

Raffle Tickets – Available until Dec 15 (Draw date) Please hand in any tickets to Donna or staff before the 15th of December please.

3. Debrief

Julien mention a call he responded to with Ann-Marie regarding Mental Health Issues. Tabitha informed Julien it is on-going and if volunteers have any questions or concerns while on call to approach the Team Leader for support.

Shirley discussed a call she responded to with Patti regarding a sudden death involving a male (decease) wife and a young daughter. The wife became very upset while Shirley and Patti were on scene. The death notification was given to the mother at hospital and the mother did not want to tell the 8-year-old daughter about the death of her father for a couple days.

4. Financial Check List Show Group (Finished and in DV Kits)

The financial check list was passed around to show volunteers and staff. It is now inserted into the Domestic Violence Kits. Please remind the client that the check list is in the kit and to use it as a tool as it has valuable helpful information to assist this client with immediate financial needs.

5. Refugee Training (Certificate to be provided- Amanda will email Certificate upon completion)

End Time: 7:00PM