

North West Scarborough Local Immigration Partnership

Working Committee # 1: Access to Information - Minutes

Date: April 18th 2011

Location: ANC Steeles/L'Amoreaux - 331 Glendower Circuit, Unit 6

Attendees: Kamalaraj Selurajah (Community Resident), Timothy Chan (Community Resident), Artan Saphui (Polycultural Immigration Community Services), Dan Rutembesa (Catholic Cross Cultural Services), Sulekha Sathi (Agincourt Library), Helen Yang (YMCA - Newcomer Information Centre), Hanifa Kassam (ACSA), Mani Mahadeva (NWS LIP), Rezwan Karim (NWS LIP), Michelle Davis (NWS LIP)

Purpose of the Meeting

1. Select a member for Management Committee
2. Review areas of action for the for Year 1 and identify activities to be accomplished in first quarter
3. Assign responsibilities and develop specific timelines

Introduction and objective of the meeting

- Mani breaks down the Working Committee structure going forward in the Implementation phase
- Presents the work plan for WC# 1 for April 2011 to March 2012

Select a lead

- Members elect and nominate a chair
- Mani explains the chairperson's position to represent in the Management Committee
- Hanifa will chair the first three meeting and next WC#1 meeting another chair person will be nominated

Review the activities to be undertaken by the Committee

- Mani asks participants to review the WC#1 work plan
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Develop specific timeline and responsibilities

- (Refer to WC #1 Work Plan)

Select activities and set milestone for each activity of the first quarter

- (Refer to WC #1 Work Plan)

Discussion of improve LIP website

- (Refer to WC #1 Work Plan)

Any other matters (Future meeting dates)

- Confirmed WC #1 meetings: June 27th 2011, August 22nd 2011, October 24th 2011, January 23rd 2012 (all meetings will be scheduled from 2:30pm – 4:30pm, with locations TBA)
- Website Review and Newcomer Resource Centre Guide meetings will be notified and confirmed separately