

MINUTES

Active & Safe Routes to School Steering Committee

Date: Tuesday, September 15, 2020

1:00-2:30 pm

Zoom Meeting

FACILITATOR: Andrew Clark (HEAL)

RECORDER: Sheena Ye (HEAL)

ATTENDEES: Andrew Clark (HEAL), Alina Medeiros (HEAL), Gina Martin (HEAL), Chantha Sreng (MLHU), Sylvia Hazenberg (TVDSB), Graham Gress (LDCSB), Alexis Kampman (CYN), Diane Szoller (CanBike), Maureen Cosyn Heath (SWO STS), Kristy Kastelic (SWO STS), Sean Wriaght (MTO), Sheena Ye (HEAL), Laura Gonzales (TVCHSA)

REGRETS: Allison Miller

#	Notes	Action to be Taken
1	Welcome & Introductions	
2	Review Agenda	
3	Review Minutes from June 16, 2020 <ul style="list-style-type: none">	
4	Roundtable Updates RE: Capacity during COVID HEAL TEAM: <ul style="list-style-type: none">• Heal updated: status quo right now, there is a few more people at table than normal• Megan is still involved -- but has class so can't attend on Tuesdays• Gina added on team• Alina is now a research associate on ASRTS• Team of social media undergrads are creating content for online advertising• Undergrads are also working to revise STP manual Maureen: <ul style="list-style-type: none">• Increased the office capacity as busses were not running• Allowed people to really focus on more office work• Busses are soon to be back on the road• Capacity is pretty much unchanged• Can continue the work they are doing with Active School Travel, available budget space and financial availability Chantha:	

	<ul style="list-style-type: none"> • Capacity is uncertain -- not sure who will be further replaced • Team is not at full capacity • Main goal right now is to support schools in fighting COVID • Unsure about how involved they can be with current ASRTS project <p>Alexis:</p> <ul style="list-style-type: none"> • Just Alexis working with ASRTS • Capacity is the same, may decrease based on circumstances <p>Sylvia</p> <ul style="list-style-type: none"> • Unchanged capacity, but main goal is to get schools up and running <p>Sean</p> <ul style="list-style-type: none"> • Capacity is mostly the same • Partners are mostly dominated by public health • Can continue with work with ASRTS <p>Diane:</p> <ul style="list-style-type: none"> • Have people interested in becoming instructors for the safe routes to school program here • All groups are trying to work to prepare for a busy spring of biking from students • Wants to do program to review safety tips (90 minutes) for all the classes • Will do school visits in high schools and elementary schools • School board working on a strategy to allow students to purchase helmets for biking to school projects and encourage safety • School's been in touch with Cycle Learn (??) For maintenance and repairs for bikes...??? <p>Graham:</p> <ul style="list-style-type: none"> • Will talk about COVID situations • Role is to support teachers with phys ed and recreation activities at recess due to COVID <p>Laura:</p> <ul style="list-style-type: none"> • Haven't assigned a representative for every committee for the upcoming year yet • Coming up with ideas in supporting the teachers/student communities during the start of school year • Concerned about school drop off safety -- trying to come up with safe ideas to provide this 	
--	--	--

<p>5</p>	<p>Discussion: Terms of Reference & Branding (Kristy)</p> <ul style="list-style-type: none"> • Terms of reference and branding of ASRTS • Reviews were approved on consensus • Added section on sustainable travel • Split into committee objectives (items program can support) and goals (items program can try their best to work towards) • Look at screenshots on the updated objectives and goals (Picture inserted below) • Updated wording of these goals during meeting • Suggest changing the title to remove “safe” in title of project for better overall understanding?? • Issue: may cost to redevelop logo and branding • Safety is also a major part of ASRTS • More people think “safe” is a better term of reference to use • S in ASRTS is typically used as a “safe” • How do people feel about changing up the name/banding of ASRTS? • Change word from “safe” to “safer” • Keep word sustainable -- has permanence to it <p><i>Committee Objectives</i></p> <ol style="list-style-type: none"> 1. Increase number of children in ELMO using active school travel. <hr/> <ol style="list-style-type: none"> 2. Decrease school-based vehicular traffic congestion around schools. 3. Promote programs and resources to increase student’s skills in pedestrian, cycling, and road safety. 4. Increase the capacity and sustainability of the ASRTS partnership. 5. Ensure equitable access to programs and resources throughout ELMO. 6. Collaborating with other agencies to inform public policies. <p><i>Committee Goals</i></p> <p>Through education and advocacy, ASRTS seeks to influence:</p> <ul style="list-style-type: none"> • decision makers to adopt public policies that support active and sustainable school travel; • families to have increased comfort and confidence in choosing active and sustainable school travel for their children; • built environments in school neighborhoods that support active and sustainable modes of travel. <p><i>Committee Objectives</i></p> <ol style="list-style-type: none"> 1. Increase number of children in ELMO using active school travel. 	<p>Think about definition of the word “Safe” and what other people consider is/is not safe</p> <p>Reasons to change to “active and sustainable” and not “safe” - aligns more with provincial government’s name</p> <p>Will vote to determine what to keep/change</p>
<p>6</p>	<p>Discussion: STP Manual Revisions (Alina)</p> <ul style="list-style-type: none"> • Powerpoint by Alina highlighting the major changes to program of ATP 	<p>Try to make manual as easy as possible for each school to</p>

	<ul style="list-style-type: none"> • Added 6th E to STP and 6th phase to STP • Focused on sustainability and sustaining the STP program • Ideas for sustaining this program: ensure school sees the value in running this STP program -- change school culture, keep up on social media sharing 	<p>perform and understand</p> <p>Look at task list and planning manual attached in folder -- will be sent out to everyone on the team</p> <p>Program may have to be adjusted for schools who have different/lower capacities</p> <p>May require equity adjustments and follow other equity requirements</p> <p>Create parent survey on how the program is running/program evaluation</p>
7	<p>Updates: Website (Andrew)</p> <ul style="list-style-type: none"> • Website will include individual portal for every school • Will have a login page for schools to log in and join • Will include research related to ASRTS and partners involved on website • New tab: steering committee: include past minutes, references, and meeting information on the website • STP: will keep similar, will upload the manual and task list pdfs on website • Resource page for ASRTS including: policy statements, safety tips, etc. 	<p>Will include search button to allow for scanning/search of certain things</p>
8	<p>Updates: Social Media (Andrew)</p> <ul style="list-style-type: none"> • COVID Messages • Lots of social media graphics posted - avoid use of people and use cartoons to avoid ethicalities • Keep up with friendly nature of branding/characters • Messages on weird/funny/silly days • Promote COVID awareness and mask wearing (especially while travelling to school, on busses, etc.) 	
9	<p>Pivot for ASRTS Programs in COVID Times</p> <p>SWO STS Maps (Kristy)</p> <ul style="list-style-type: none"> • Changes to main drop off points for schools for socially distanced measures • Available to see via website -- check school name to see designated parking areas 	

	<p>School Travel Planning (Andrew)</p> <ul style="list-style-type: none"> • wait to go over in November <p>Wayfinding Signs (Andrew)</p> <ul style="list-style-type: none"> • two departments in London has committed \$5000 to create new signs in the following year, develop letter of understanding to health committees for agreeance on what signs and criteria for signs to follow • Signs are used to help identify ways to get to school/distances • Get social media to practice promoting these way finder signs • Waiting to hear on if schools are interested in putting up way finder signs given situations • Get people with experience in terms of road safety to help develop these signs <p>Collaboration with Road Safety (Andrew)</p> <ul style="list-style-type: none"> • Tara had mentioned we should work together on a new campaign. • Andrew Suggested committee members suggest ideas on what that could be included in the future • Sean welcomes the collaboration and suggested we talk in the coming weeks. <p>Others?</p>	<p>Action: Andrew to strike a Working Group</p>
<p>10</p>	<p>Discussion: Microsoft Teams for Steering Committee (Andrew)</p> <ul style="list-style-type: none"> • Andrew suggested that we need to use Teams to collaborate together as a committee • It was unanimously agreed that it would be beneficial • Andrew will create a demo, the framework, and invite steering committee members. 	
<p>11</p>	<p>Roundtable Updates Andrew</p> <ul style="list-style-type: none"> • Air Quality Monitoring project with TVDSB (Erin Mutch) • HEAL has been contracted Ontario Active School Travel policy <p>Sean</p> <ul style="list-style-type: none"> • Road Safety Grant from MTO • Available for low cost campaigns for Road Safety campaigns • One month availability (due by Thanksgiving) • Digital / Social Media • Work with Communications branch to develop and distribute social media messaging • Seat belt safety, motorcycle safety, bicycle safety messages have been developed • Road safety kits around speeding & aggressive driving, school bus safety, safe -- social media messaging including. 	

	<ul style="list-style-type: none">• ACTION: HEAL can develop messaging around the safety kits.	
12	Closing Remarks	
13	Other Business	

CONFIRMED _____ CHAIR