M I N U T E S

Active & Safe Routes to School Steering Committee

Date: Monday, September 27, 2021   1:00-3:00 pm   Microsoft Teams Meeting

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FACILITATOR: Andrew Clark (HEAL)

RECORDER: Emma Fabri (HEAL)

ATTENDEES: Andrew Clark, Kristy Kastelic, Sean Wright, Allison Miller, Molly Miksa, Tanya Charyk-Stewart, Graham Gress, Sylvia Hazenberg, Sara Middleton, Emma Fabri, Erika Romanelli-Baird, Nathaniel Frisbee

REGRETS:

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#	Notes	Action to be Taken
1	**Welcome & Introductions**	
2	**Review Agenda** • Automated speed launch delayed due to weather ○ Call out for volunteers for the event	
3	**Review Minutes from June 2021 Meeting** • Wayfinding signs ○ Application to be finalized in next few weeks • Pilot study – update later in mtg	
4	**ELMO ASRTS Co-Chair (Andrew)** Andrew: in need of a new co-chair. Generally, there is 1 MLHU and 1 community chair. Kristy has offered if no one else is interested. Part of the role is answering emails, organize meetings, make sure ongoing tasks move forward, be on working groups (e.g wayfinding). When MLHU settles down, they will take a position but may not resume that way until next fall. Sean: Many working groups struggling for leadership at this time. Group should support the co-chairs as best as we can and understand that everyone is busy. Make it easier on everyone and call for support if needed.	Decided that Kristy will be co-chair

5	**New Partnership: Ride to Thrive Bike Training (London Cycle Link with support from CanBike London)** Nate: this summer, LondonCycle had funding from Cambridge/Kitchener/Waterloo CanBike. Education module training and then 2 3-day bike camps to promote bike safety confidence in school aged children. Really good feedback from community. Funding received to improve capacity of program, post-covid to go into schools. Goal is to train every grade 5/6 student in TVDSB (beyond London). Indigenous focused camp mid-October. Graham: may be a good opportunity for the physical education program in the Catholic school board as well. Will touch base with LondonCycle. Molly: TVDSB's priority to schools with less resources. Talking with big bike giveaway for donation, funding and giveaway bikes and helmets. Graham: use grants to provide bikes across the region Nate: funding is to buy bikes, as well as equipment for safety (bells, lights, helmets). Molly: on first day of camp, mechanic comes to make sure the bikes are all road safe. Sean: could be a good program long term to replace bike rodeos, there are grants available for this in MTO. Helmets for Kids foundation could partner – they have the helmets but missing the educational piece as of now. Andrew: consider YMCA and safety village as partners for resources and funding. Allison: What is the model for Cycle into the Future in KW/Cambridge. Nate: Program run through Region of Waterloo for about 8 years. Schools pay fee to participate across public, private and Catholic boards. Go out to schools on a weekly basis. Andrew: LondonCycle can reach out if they need help with grants/letter writing	

6	**Discussion: Wayfinding Signs (Andrew)**	Andrew to submit an Ethics application for the eval of the signs from the committee, not the HEAL. After the school board data is collected and used, then a HEAL application can go through after. (can still do wayfinding program without a formal evaluation if there is no ethics approval).
	• **Timeline**	
	o Determine 1) when do we send out applications 2) when the applications are due 3) when do we determine the needs of neighbourhoods	
	o Make sure schools have the support needed to apply without the MLHU	
	• **Application Process;**	
	• **Criteria for Awarding Wayfinding Signs; and**	
	o Equity based approach – 1) look at socioeconomic status and availability of their own funding. 2) Put the signs in neighbourhoods where walking is common, not location with high bussing rates.3) location of signs in high walkability areas	
	• **Evaluation.**	
	o Potential positive and negative impacts	
	o Need to determine if the signs effectively change behaviour and perceptions (process evaluation)	
	o Evaluate new approaches of methodology and sustainability	
	o Monitoring hands off to measure success	
	o Disseminate results and recommendations to address equity	
	Tanya: LHSC data has 260 pediatric visits to ER in 2019, 323 in 2020, data attached to postal code, collisions involving pedestrian/collisions	
	Allison: do the school boards have a list of schools that are higher need to start from there? Can we aim for next spring for the signs to be up?	
	Andrew: it will come down to 1) application process (get apps out by end of October after working group meeting), 2) installation (identifying locations for signs and then physical install from city may be slow)	

Allison: happy to help review application and decisions for where signs go up	
Sean: timing is good for spring at an evaluation stand point	
Andrew: application will have schools identify estimated financial need from us (some schools may just need support without any money, some may need 100% financial support, some in between)	
Andrew: November would be the deadline if apps go out in October. Any suggestions on how we can support schools in the process?	
Kristy: ask in application who is involved/where does school stand to determine capacity at the school (e.g school board, principal).	
Andrew: in the app it asks to lists partners (e.g child care centres)	
Kristy: provide contact info of us if the schools need help, on application	
Allison: can we provide a successful application?	
Andrew: it has changed a bit so may not be an available past application, but we could make a mock one.	
Sean: could we hold a public info session on how to do the applications? Successful model when MTO holds these sessions for their own grants.	
Kristy: do we present or is it drop in for questions?	
Sean: Recommends doing a formal presentation may make it seem more serious, but not against informal drop in. Can be virtual.	
Andrew: actions to follow up 1) team will finalize application form to be approved 2) working group meeting in October 3) distribute application to schools boards to give to principals and also reach out to parents 4) reach out specifically to schools in need – do a school analysis to see where we will have impact (possibly use LHSC data of pediatric ER visits with Tanya). Hopes that applications can be due mid-November	

7	**Discussion: ASRTS Pilot & HEAL STP Evaluation (Andrew)**	Andrew to take suggestions and clarification questions back to the team.
	Andrew: With Erika's help and some other undergrad students, we had over 80 children and 80 parent interviews to get feedback on the evaluation tool. Focus was on making sure parents and kids understood what questions were asking and if the questions we were asking were on the right track. CHIR grant to have 12 intervention schools and 12 controls in early 2022 to formally evaluate the interventions. Use GPS, air pollution monitoring and surveys. Need to decide what we are evaluating for the intervention and what the HEAL is using. Hoping to go back in parent and children focus groups and revisit the corrections made. Ethics application soon in the works.	

- **Review Survey**
  - Demographics: Work with schools to determine the demographic questions (grade, gender, ethnicity, age). Postal code given to determine their distance from the schools.
  - School Travel Behaviour: added the word "feel" to get perceptions of their distance from the schools.
    - Walking to and from school: what mode of transport each day (Monday to Friday) so no need to add the days. Helps them remember but not analyzing the info per day.
    - How do they get to the bus? How long it takes to get to the bus?
    - Who are the children with when they go to the school or bus stop?
    - Location of parking for drive to 5 method of transport
  - Independent mobility: do you allow your children to go to and from school alone, go out alone

		outside of school needs, do they cross main roads alone?	
		○ Barriers to AST: phrasing the questions to "reasons you feel uncomfortable letting your child walk to school (even if you do allow them, what makes you uncomfortable when you send them off each day)"	
		○ Facilitators of AST: may take these questions out if we need to cut down survey. Parents identified questions to ask including cut throughs and crossing guards	
		○ AST attitudes: will be sued for HEAL research, not for school travel planning	
		○ Map	
		○ "what realistic chance would you like to be implemented to increase children who actively travel to school" get ideas from parents before school travel planning even starts	
		○ In children's survey, there are questions about rules in place for walking/rolling to school	
		▪ Added quality of life questions	
		▪ Road safety knowledge questions to understand if we are doing a good job teaching rules of the road and what else we still need to teach. This will be distributed to ELMO council to see what is missing – Sean may want to have a look for what is missing.	
		Allison: not separate to and from school questions, is that intentional? Andrew: yes, their preferred method should go for both ways whether that is what is current practice. It was not a concern during the pilot – bigger concern was the weather influences decision.	

Tanya: are e-bikes/e-scooters grouped in with manpower equipment? Are those considered active travel?

Andrew: They still reduce the number of cars near the schools, and electric is better from a sustainability stand point. Still gives children some activity.

Tanya: could it be a separate category, may have differing injury rates, etc…

Allison: currently the e-bikes are illegal in London and have to be 16+ so may not be applicable. May be premature to include this right now but consider it for the long-term.

Sara: be intentional of where we group types of vehicles. Any mode of transport that is replacing a car is better. Where do these vehicles fit in current policy?

Andrew: anti-car culture is being established than these e-vehicles are reducing cars and that is important.

Sara: are "too much to carry" questions included?

Andrew: lots of parent feedback said they should ask the child and that they do not know. It is included on the child survey.

Sara: ask as a facilitator of AST if other peers influence travel (ie if they can bike, so can I). It shows what the social norm is.

Andrew: many social norm questions on children survey

Sara: is also important for parents – what one parent feels is safe may not be the norm, so they do not follow through. Some parents may not want to seem like a neglectful parent if they let their kids go by themselves when everyone else drives their children.

Tanya: parent comfort level of bike skills – could be the same answer for who it doesn't apply to and who it applies to and are not uncomfortable. Should there be a not applicable option to check?

Andrew: focusing more on what makes people uncomfortable – not the reasons why they are not. We also have a question about perceived bike skills to compare to.

Allison: is bike rack availability mentioned as a barrier to AST?

	Andrew: they are in barriers – is there a place to safely put my bike at school? Sara: potential goal of the committee to one day look at the influence that teachers and school admin have (if they bike, does it encourage students to). Could we look at the influence of working from home, if people do not have to go to the office, does that change how they send their kids to school? Kristy: Since COVID, parents have to register for a spot on the bus not auto-enrolment. Ridership has not changed because the people using the bus have just registered. Sean: if they are at home, does it make it easier to go pick up your child to get away from the computer? Andrew: greatest concern is some representation missing – no ESL parents, limited visible minorities. Some money to translate to French, Spanish, Arabic, potentially Korean and Mandarin. Sara: would be interested to see cultural barriers and facilitators to AST. Should we add questions regarding emotion/psychological safety in walking to school – beyond the term "bullying"	
8	**Discussion: School Travel Planning for 2021-22** • **TVDSB Ethics Application** Sylvia: No one can be in the schools this school year for programming and research. Andrew: cannot do STP without being in the schools – volunteers and parents. Maybe can modify it to be all virtual. Maybe pass for now. Kristy: with limited capacity on her end and MLHU, her vote is that it is a pass for now. We have other things to focus on as a committee as well.	Focus on wayfinding and other projects for now.
9	**Roundtable Updates** Sean: Road safety bill introduced in June to protect pedestrians and road workers; Pertains to aggressive and stunt driving. Road safety awards from MTO – consider (next year) our committee for recognition on what we are doing. E-tool kits are	Sean will send out a more detailed update, with links for Bill, tool kits and grant information.

	available that we can use (stunt driving, impaired driving, vulnerable populations) on the portal. Grant program – online transfer payment system (electronic application process); first window closed this summer for funding; as we return to normal encourage you all to apply (especially LondonCycle program). Andrew: OAST policy scan is almost done. Interviews about to begin with stakeholders to make sure the policy recommendations are actionable. In the next year, we will disseminate to public through items such as infographics and smaller reports. Kristy: STS working on microvideos project. Survey has helped narrow down topic ideas. Production company has been hired to make videos that can be shared on social media. Sara: UnitedWay funding opportunity on poverty prevention. Can apply online.	
10	**Closing Remarks** Andrew: invites to be next week for those interested in next steps of Wayfinding signs.	Graham to send Andrew the contacts for parents in Catholic board.
11	**Other Business**	

CONFIRMED _____ CHAIR