



# Alberta Child Advocacy Centre Network (CAC) Committee Terms of Reference (TOR)

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## Role/ Overview

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The Network committee is intended to create a space for the provincial CACs to come together to share information, best practices and make decisions moving forward that impact the work of the CACs. It is intended to assist the Network in creating a common provincial voice regarding CAC work and positively impact the outcomes for Albertans served by the CACs. The network will strive to create consistency and equity of service throughout the province.

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## Term

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The TOR will commence on **April 1, 2019** and will be reviewed yearly in April by the CAC Network group.

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## Meetings

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Meetings will be held quarterly and will be chaired by the Zebra Child Protection Centre CEO for the first year. The meeting location will be in Edmonton for the first year and will be formally reviewed by the Network after the first year to determine future chairmanship and location. If the chair is unable to be at a meeting, they will request another CEO to fulfill the chair's duty for that meeting.

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## Membership

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Each of the seven provincial CACs will have up to three members at the Network table (the members will be from Non-Profit agencies). However, each CAC has only one vote regardless of how many members come to the meeting. At least one of the members from each CAC should be a person who has capacity to make decisions on behalf of the organization they represent.

- Caribou Centre Child & Youth Advocacy Centre
- CARE Child Advocacy Centre
- Little Bear Child and Youth Advocacy Centre
- Zebra Child Protection Centre, Child Advocacy Centre
- Central Alberta Child Advocacy Centre
- Calgary and Area Child Advocacy Centre
- South-Western Alberta Child Advocacy Centre
- South-Eastern Alberta Child Advocacy Centre

Government representatives from all partner Ministries will be invited to each of the committee meetings (Children's Services, Alberta Health and Justice).

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## Structure

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Each meeting will allow for CACs to give updates as well as the Ministries. Each meeting will have a session, no longer than one hour that will focus on learning and best practice. The Chair of the meeting will ensure that this is set up. At the end of each meeting the CACs will meet on their own for approximately one hour. This will allow the committee to discuss issues that are exclusive to their work.

