

# TERMS OF REFERENCE

## Research Priority Committee

Discussed 2017 | Accepted

<p><b>Overview</b> WRSPC 3 Key Priorities</p>	<p>At the WRSPC Strategy day on November 24, 2016 the following 3 Key Priorities were determined.</p> <p><b>Priority #1</b></p> <ul style="list-style-type: none"> <li>• Stress &amp; Resilience Strategies -Ideas discussed included adding resources to the website, how to appeal to males, and how to present stress and resilience in a cultural way, and what is the best language to use (e.g.- life promotion vs suicide prevention), and how to build resilience in isolated groups such as first responders, military, seniors, and a variety of other isolated groups</li> </ul> <p><b>Priority #2</b></p> <ul style="list-style-type: none"> <li>• Research – Discussed pulling together a working group to look at how best to proceed -Cultural Impact - Who &amp; Why - Feedback Loop -In/out of View - Media</li> </ul> <p><b>Priority #3</b></p> <ul style="list-style-type: none"> <li>• Hospital Care Packages - Already have buy in from GRH and CMH - Want to look at care packages for the 2/3 of individuals who present at hospital with suicidal thoughts that do not get admitted</li> </ul>
<p><b>1.0</b> Purpose</p>	<p>The Research Committee:</p> <ul style="list-style-type: none"> <li>• To conduct research and analyses to better understand who is dying by suicide in our community and who is attempting.</li> </ul>
<p><b>2.0</b> Goals</p>	<ol style="list-style-type: none"> <li>1. Gather information that is region-specific and grass roots versus global.</li> <li>2. Conduct a scan of data and information already available in our community and pull it together.</li> <li>3. Conduct primary research.</li> <li>4. To conduct research that is ethically sound and methodologically vigorous such that it may be eligible for publication in scientific literature and shared with our community.</li> </ol>
<p><b>3.0</b> Objectives</p>	<ol style="list-style-type: none"> <li>1. Utilize the services of a local community research consultant.</li> <li>2. Partner with Public Health to access and summarize existing community data (Phase I)</li> <li>3. Collect existing community data up to the most recent available ten years of information (Phase I). Based on Phase I summary, identify gaps and missing information that will drive the primary research</li> </ol>

- questions and methodology for Phase II.
4. Hire a local research consultant to conduct primary research and summarize findings. (Phase II)
  5. Have a formal review completed by an accredited research ethics board for Phase II.
  6. Submit research findings for publication in a scientific publication, such as the Canadian Journal of Public Health or the Canadian Journal of Community Mental Health.
  7. Present research findings to Council and other community partners.
  8. Based on Phase I and II summaries, overlay the results with the current environmental scan of community services for suicide prevention, centred on the thirteen necessary prevention strategies identified by the World Health Organization to determine the next best steps.

#### 4.0 Membership

The Research Committee shall consist of the following members as designated as follows:

Current Members:

**Peer Groups** – Colleen Pacey

**Youth** – Bianca Prince – **Co –Chair**

Sandra Ayerst

**Faith community** – Bev Voisin

**Adult Supports** – Melissa Strachan

**Hospital** – Susan Markides

**Region of Waterloo Public Health** – Jessica Deming

**Waterloo Region Suicide Prevention Council** – Tana Nash – **Co-Chair**

- Additional members from external agencies will be appointed to the committee as needed

#### 5.0 Meetings

**Frequency:**

**Meetings:** Monthly

**Location:** Front Door

**Recorder:** WRSPC Staff Lead to record minutes

**Facilitator/Chair:** Responsible for agenda, delegation, arranging meetings.

#### 6.0 Roles & Responsibilities

**Facilitator/Chair:**

- Shall prepare an agenda, schedule meetings, and invite members accordingly
- Record minutes
- Facilitate meeting discussions by following an agreed upon agenda
- Distribute minutes via email
- Ensure terms of reference are followed
- Participate in the completion of tasks
- Shall be primary staff contact person for any external staff or person that is brought into do work on this

	<p>committee</p> <p><b>All members:</b></p> <ul style="list-style-type: none"><li>• Attend meetings</li><li>• Keep up to date with minutes</li><li>• Participate in discussions</li><li>• Participate in the completion of tasks arising from meetings and in between meetings</li></ul>
<p><b>7.0 Reporting</b></p>	<ul style="list-style-type: none"><li>• Research Committee updates are provided at the monthly WRSPC meeting.</li></ul>