

**Community Learning Space Quality of Life
Pilot Project**

MEETING

Thursday, December 19, 2002
1:30-3:30p.m.

St. Andrews Presbyterian Church – Heather Room
Kitchener

Attendees:

Trudy Beaulne	Jeff Lederer	Dan Vandebelt
Kathryn Dever	Dan Perry	Jessica Ward
Terry Goodenough	Barb Powell	
Sanjay Govindaraj	Nigel Roberts	
Susan Gow-Rupert	Jennifer Uttely	

Unable to Attend:

Don Cowan	Tracey Robertson
Dan Currie	Doug Mulholland
Shirley Fenton	Mark Seasons
Janet Lawrence	Robert Shipley
Lynn Randall	Denise Wamsley

1. Introduction

The meeting was opened with welcoming comments from Trudy Beaulne. She explained that the purpose of the meeting was:

- to introduce the *Community Learning Space* (CLS) and its pilot project involving the Social Planning Council of Kitchener-Waterloo (SPC-KW) to those attending;
- to have a formative discussion about an information and data-sharing consortium for community research;
- to consider the opportunity to form a community partnership for the Community Social Data Strategy (CSDS) packages.

Trudy suggested there may be an interest in working together on either or both to these projects. She emphasized the main objective of the meeting was the CLS pilot project to develop ways to share information and data-sharing related to quality of life. She continued that the CSDS project may be part of that but it may be of interest to most around the table more directly and not necessarily in connection with the CLS project. She also acknowledged appreciation to Lynn Randall, Social Planning for the Region of Waterloo, for providing some funds to assist with the organizing for this meeting.

Trudy then invited those around the table to express what they hoped to achieve at this meeting. Many expressed their interest in learning what kind of data might be made available on-line and how it could be managed. Others wanted to learn more about the potential for sharing data through the CLS project and/or the CSDS packages. Another had the specific intention to

help make data available within a community forum and wanted to lend his technical expertise to accomplish this.

2. Summary of Initial Ideas

Susan Gow-Rupert presented a summary of the information she gathered in her contacts prior to the meeting. This information included the data that people wanted, information that might be made available, and concerns regarding data sharing. The information was provided in advance of the meeting by many of those attending the December 19th meeting and those who intended to be present at this meeting.

All of those who responded indicated their enthusiasm and interest to share data, especially on-line. Whether they access information or provide it, most respondents want local data. For the most part, concerns centred on the management of data and information to keep it reliable, meaningful, and where necessary confidential, and to keep it cost-effective.

Copies of the summary were provided to those who attended. (Copies were sent by email to those unable to attend.)

3. Presentation of Community Learning Space Project

Jennifer Uttley, Research Assistant for the Computer Systems Group at the University of Waterloo, and her associate, Dan Perry, UW Co-op student, presented an overview of the Community Learning Space (CLS) project. They also identified five pilot projects associated with this project and included an introduction to information available at the Waterloo Wellington Training and Adjustment Board concerning career services and the Waterloo Regional Arts Council pilot projects in the presentation.

Jennifer emphasized that the software being developed for the CLS is intended to be affordable, easy to access, and easy to use for community based groups. The CLS project offers information that is easily integrated and distributed partly because it is database driven rather than using information from fixed pages from various sites. Additionally, map functions can be included in a CLS as well as other up-to-date and advanced information technology applications such as a notification function. Multiple search methods for information are also utilized rather than one or two. Jennifer stated that a CLS can be designed to have different levels of secure access from private to public.

Handouts were provided regarding an overview of the Community Learning Space Project and a summary table of pilot projects, which included the original Social Planning Council objective for the Quality of Life Learning Space project that was presented in the project proposal (Table 1: Pilot Organization Profiles & Organizational Objectives).

Trudy gave an overview of the Quality of Life pilot and stated that she was seeking information partners to proceed with the project to develop on-line applications to share data and information. The public face to the website could be reports, documents or even data if it were made public. Trudy continued that each partner would maintain their own data but would make it available through an online link to the university for the testing so it could be shared by other partners. What would be shared would be determined by what any partner wanted to share.

4. Discussion

Some of the issues raised need further consideration. The first comment was the reality of multiple databases that are used by organizations and whether an individual CLS project site would require standardizing this data. Jennifer explained that using XML (*versus* HTML)

coupled with metadata strategies, to start, would accommodate the various and different ways of formatting information by different partners.

Trudy also pointed out that it is possible to ‘harvest’ different content, e.g. website content as part of the ‘data’ that can be shared.

Another attendee asked if a CLS site could offer the opportunity to find, for example, all information on a community profile over a five-year period especially from the Community University Research Alliance (CURA) and using a Statistics Canada and CSDS dynamic profile. If a partner had this data to share, this could be accessed using these tools but, project partners may not have the rights to make this data public, so it may only be accessible between project partners.

A question was posed as to how to distinguish which information could be publicly accessed and which information might remain for internal use by a consortium. It was realized that those decisions would need to be made by the partner group and then the design team would build that in.

Another attendee asked about the time frame for the SPC-KW’s pilot project. Trudy responded that it would run from April 2003 to April 2004. It was estimated that four to six months would be needed by a few partners to develop a clear idea about which data would be shared. The next stage would be to work with a technical group to decide how to share and present that data. The assessment stage would mean testing and confirming the technical applications performed to meet the objectives of the partnership group to ensure a meaningful and manageable use of data. An overall guiding factor would be how the project can help partners do their jobs better.

5. Next Steps

a) Steering Committee

It was realized that some good, directing questions had been posed in the meeting, which could be then considered by those on a steering committee for the CLS pilot project with the SPC-KW. These concerned:

- copyright and ownership of intellectual property;
- identifying information that is helpful *versus* information that stigmatizes (type of data, level of analysis etc);
- the manageability of information (including maintenance and technical aspects as well as interpreting data or offering context for information);
- the availability of information (*i.e.* unrestricted access to information *versus* having to request specific information); and
- it was suggested that quality of life data needed more clarity and details. It was recommended that information could be added from the Compass Kitchener material, from the annual survey done by the City of Waterloo, from the SPC-C&ND, and from CURA.

The following people offered to meet to discuss these questions and areas of concern and to develop the next stage in the pilot project with Trudy and Jennifer:

- Terry Goodenough
- Jeff Lederer
- Nigel Roberts

b) Consortium for CSDS Material

It was suggested that Lucille Bish, Director, Community Services, Waterloo Region Planning, Housing and Community Services be contacted to co-ordinate those interested in sharing the data provided by the CSDS packages. Nigel (Roberts) offered to connect with her and to start the process.

It was agreed that anyone who received an update about the availability of the data sets would notify those in attendance at this meeting and who had expressed interest in the CSDS packages. (An update did come on Dec 24 and this was sent out to all. See addendum at the end of these minutes.)

c) Other Interested Parties

The list from the Summary of Initial Ideas was reviewed.

Kathryn (Dever) mentioned two additional people from her department (Shelly Adams, Mike Hauser) who she would contact and keep informed of the development for the pilot project and the CSDS material.

Dan (Vandebelt) indicated he would come up with a list and forward it to Trudy.

Jeff (Lederer) indicated that Wendy Wright, CURA Board member, would be interested and that he would advise her of the discussions from this meeting at their January 8th meeting and in turn advise additional staff and faculty members.

6. Closing

Thanks was once again extended to those who attended the meeting and to all who shared their time and expertise whether at this meeting or in advance of it. It was decided that, for the next while, communication regarding the pilot project and the CSDS consortium would be accomplished through emails.

Addendum

The following information was sent December 24, 2002 by email to the community partners interested in attending the December 19th meeting.

***** As Forwarded By Trudy Beaulne, SPC-KW *****

From: "Ted Hildebrandt" <thildebrandt@haltonspcvc.on.ca>
 Date: Fri, 20 Dec 2002 16:27:17 -0500
 Subject: [spno] Fw: Action plan from the Community Social Data Strategy

Hi all

Below is the announcement regarding the CSDS. Check the site out for more details.

Also, pricing will be as follows:

- 1) Over 500,000 population - \$19,500 per year for 4 years
- 2) 100,000-500,000 population - \$14,500 per year for 4 years
- 3) Under 100,000 population - \$9,500 per year for 4 years

This is a saving of around 50% of the costs of ordering individually.

 Ted Hildebrandt, Senior Social Planner
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----- Original Message -----

From: Canadian Council on Social Development
To: thildebrandt@haltonspcvc.on.ca
Sent: Friday, December 20, 2002 3:06 PM
Subject: Action plan from the Community Social Data Strategy

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