



Executive Committee Meeting
Monday, January 12, 2009
Time 1:30 - 3:30 PM
Heart & Stroke Foundation of Manitoba
6 Donald Street, Executive Boardroom, 2nd floor

Attendees:

Debbie Brown, H&SFM (Partners Chair)
Tannis Erickson, Interlake RHA
Doreen Fey, Interlake RHA
Jane Griffith, CCMB
Madeline Kells, CCMB (minutes)
Mark McDonald, CCS MB Division
Cathy Steven, HEALTH in COMMON
Donna Turner, CCMB

Regrets:

Catherine Hynes, NOR-MAN RHA
Jody Allan, Assiniboine RHA (via telephone)
Debbie Clevett, Assiniboine RHA

Minutes:

1. Call to order- Debbie Brown
2. Approval of agenda – Debbie Brown
3. Approval of minutes of November 19, 2008 – Debbie Brown
 - a. Tannis approved, Donna seconded
4. Risk Factor Surveillance Symposium (January 18/19) “Chaos to Clarity” –Tannis Erikson
 - a. Planning is well underway
 - b. 85 people attending so far
 - c. Tannis/Jane to report on its success next meeting
5. CDPI risk factor surveillance funds –Tannis Erikson
 - a. there’s an opportunity for the Partners to access \$40K in CDPI RFS funds from MB Health
 - b. two possible projects that we could propose:
 - i. a province-wide roll-up of the RFS data (collected to date) into a Provincial Report
 - ii. support/develop work on adult health risk surveys in the regions
 - c. Need to confirm the funding available and submit a one-page budget for the proposed projects.
 - d. Tannis is working on it

6. CPAC update – Donna Turner
 - a. recap - NB will not be a partner for this project - not a good fit. There was the possibility of BC, SK or NS as a partner but as time is starting to run out (deadline for completion is March 31st) and resources are low we suggest putting this project aside until a time when we can make the most of it.
 - b. Donna will notify Jon Kerner of CPAC regarding our decision.
 - c. Mark noted that it is still in our best interests (depending on the cost) to complete the evaluation portion of the project -for future opportunities and to improve provincial support (use it as a marketing tool). Bring this up at the next Executive Meeting - what is the reason for evaluating ourselves?
7. CLASP Workshop – Debbie Brown
 - a. the Coalition for Linking Action and Science in Prevention
 - b. three workshops: Socio-behavioural (Feb 25 & 26) Clinical (Mar. 10 & 11) and Environmental (Mar 25 & 26) - will be used to identify priority topics for CLASP applications
8. Report from Tannis Erikson:
 - a. Relationship map
 - i. group to review and report back at next meeting
 - b. Terms of Reference
 - i. revisions still required, Tannis will redistribute w/some changes and group will review report back at next meeting
 - c. Strategic Plan
 - i. OK w/ changes as presented. Tannis to redistribute and it will be reviewed/approved at next full Membership meeting
9. Surveillance/Knowledge Exchange Working Group Update – Tannis Erikson
 - a. Tannis will distribute the workplan
 - b. Main focus is to promote RFS by:
 - i. partner w/ CARRFS
 - ii. collect tools being used
 - iii. source funding
 - iv. collaborate with MECY
 - v. promote knowledge exchange across the province
 - vi. promote capacity building & best practice
 - vii. “educacy” (education/advocacy)
10. Agenda for February Membership meeting
 - a. suggestions:
 - i. CPAC Update
 - ii. Terms of Reference - changes/updates
 - iii. Relationship Map - changes/updates
 - iv. CPAC/ CLASP
 - v. SKEWG
 - vi. Ideas for May AGM
 - vii. CDPI Funds - opportunities
 - viii. PPHL Website? Could be a part of/linked to the HIC webpage? (Cathy Steven to bring IS guy to help w/this)
 - ix. Tannis needs to leave early so we should have a working lunch starting sharp at Noon w/Tannis first/second on the agenda.
 - x. updates/roundtable

11. New Business

- a. Jane Griffith mentioned the Joint Consortium for School Health
- b. The contacts are: Barbara Wasilewski (Primary Care and Healthy Living), Mark Robertson (Primary Care and Healthy Living/Healthy Living and Populations) and Jacques Dorge (Director, Bureau de L'Education Francaise)
- c. Lead ADM(s) are: Marie O'Neill (Primary Care and Healthy Living) and Jean-Vianney Auclair (Bureau de L'Education Francaise)
- d. PHAC is funding a survey of MB youth aged 11, 13 and 15 - the HBSC (Healthy Behaviour in School-Aged Children) survey.
- e. The HBSC survey is a school-based evaluation administered every 4 years in 41 different countries as part of a World Health Organization collaborative study.
- f. Queens University will be conducting the survey on behalf of PHAC and approaching schools in Manitoba directly
- g. If this project goes ahead it may jeopardize our relationship with the RHA's and perhaps reinforces why the Partners in Planning needs better promotion (even in our own province).
- h. Jane was invited (as an expert/ Risk Factor Epidemiologist) to the meetings (next one is Jan. 13) and will report back.

12. Next Executive meeting (March 9, April 6)

13. Next Members meeting (February 5)

14. AGM (May 22, 2009)