



Executive Committee Meeting  
Monday, March 9, 2009  
Time 1:30 - 3:30 PM  
Heart & Stroke Foundation of Manitoba  
6 Donald Street, Executive Boardroom, 2<sup>nd</sup> floor

**Invitees:**

Jody Allan, (teleconference)  
Debbie Brown, H&SFM (Partners Chair)  
Debbie Clevett, Assiniboine RHA  
Tannis Erickson, Interlake RHA  
Doreen Fey, Interlake RHA  
Jane Griffith, CCMB  
Catherine Hynes, NOR-MAN RHA, (teleconference)  
Madeline Kells, CCMB (minutes)  
Cathy Steven, HEALTH in COMMON  
Donna Turner, CCMB, (teleconference)

**Regrets:**

Mark McDonald, CCS MB Division

**AGENDA:**

1. Call to order
2. Approval of agenda
  - a. AGM moved to item 5 from 13 on the agenda.
3. Approval of minutes of January 12, 2009
  - a. Approved by Cathy Steven and Doreen Fey.
4. Report from Tannis Erikson
  - a. Clasp Workshop (Coalition for Linking Action and Science in Prevention)
    - i. Very good representation from Manitoba at the three workshops: Socio-behavioural (Feb 25 & 26) Clinical (Mar. 10 & 11) and Environmental (Mar 25 & 26)
    - ii. Projects may range from \$10K-\$500, but *must* have pan-Canadian application, wide appeal, and a partner- province involvement
    - iii. A website will be available for interested parties to go and 'post' their idea and find partner-provinces
    - iv. timelines are tight - need to have the LOI done by June, and the proposal by mid-July
    - v. Tannis will clarify details w/ Roy Cameron
    - vi. Tannis will review last year's PPHL CPAC proposal to see if it is relevant to this RFP

- b. CDPI risk factor surveillance funds update
  - i. Recap - MHHL approached PPHL about an opportunity to access \$120K in CDPI RFS funds - \$30K in the 08/09 and \$90K in 09/10 Tannis submitted a budget for several proposed projects which was presented at a CDPI JMC meeting on March 9 (see attached document from Tannis).
  - ii. Work on provincial roll-up of data will begin end of March (\$30K funding has been received) -ref. ownership of same, the report will be shared but there will be no secondary analysis of data w/out RHA approval.
- c. Terms of Reference
  - i. Terms revised ref. notes from last meeting
  - ii. By May AGM we'll need to have identified the next Host organization (remembering that they must have been on the Executive Committee for 2 years to be eligible)
  - iii. Tannis will send out an email to call for nominations
  - iv. Suggested that she (Tannis) and Jane Griffith form the Nominating Committee - Doreen Fey motioned, Cathy Steven seconded
- d. Relationship Map
  - i. Suggested that this document is combined with the old "Who We Are" document
  - ii. Ref membership - Madeline to fwd info & LOUs to Gloria King (Burntwood) and Derry Martins (Churchill)
- e. Risk Factor Surveillance Symposium (Chaos to Clarity) report - see Tannis's report (attached)
- 5. AGM planning (May 22, 2009)
  - a. Confirmed location, Room 204 Brodie, May 22<sup>nd</sup>
  - b. Suggestions/Items:
    - i. share analysis/report on YHS and provincial roll-up of RFS
    - ii. invite new potential partners as w/last year
    - iii. strategic plan update
    - iv. possible talk from MHHL and MECY
    - v. include needs assessment from "Chaos to Clarity" conference
    - vi. share Healthy Living Strategy (Cathy Steven) - handout/presentation
    - vii. possible guest speakers (30 mins plus 15 for Q&A): Dean Witty from Faculty of Architecture, Sara Kriendler,
- 6. Surveillance/Knowledge Exchange Working Group Update - Catherine
  - a. SKEWG Work-plan is still being developed (completion for April)
  - b. Discussion ref. creating KE and Surveillance working groups as subcommittees of SKEWG (bringing in ad-hoc as req'd)
  - c. have not made much progress ref. dissemination of information - need a strategy to make this happen - KEN? - need to discuss w/ Mark/Laura Plett about progress in this area
- 7. Healthy Behaviour in School-Aged Children (HBSC) update - Jane Griffith
  - a. *Background: Joint Consortium for School Health/Queen's University/PHAC. PHAC is funding a survey of MB youth aged 11, 13 and 15 - the HBSC (Healthy Behaviour in School-Aged Children) survey. 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. There was concern that the expanded version of this survey that was being proposed, would jeopardize relationships w/RHAs/schools that are already overburdened w/surveys*

- b. Parties involved agreed with the recommendation not to support the expansion of the survey although the base survey work will continue - but there will be a more coordinated approach in future to include the regions in the process.
8. Manitoba Partnership Against Cancer (MPAC) -Debbie
  - a. Kick-off will be a conference April 7<sup>th</sup>, 5-9 PM
  - b. Aprox 65 participants from the province (health authorities, gov't, physicians, etc) coming together to discuss priorities (as decided by them based via a pre-conference survey) for improvement in overall cancer care/control etc.
  - c. conference hosted by CCMB & MHHL
  - d. Donna/Debbie (who are both attending) to report back to PPHL after the conference
9. HSFM Krueger Proposal
  - a. HSFM Board has set aside \$50K to fund Hans Krueger proposal
10. Website – Cathy Stevens
  - a. Debbie & Cathy have discussed off-line
  - b. need to decide the purpose/value of a website for Partners
  - c. what would go on the website, who would have access to update it?
  - d. Tannis will propose/forward a list of items that could be included on it
11. SAG Conference, October 23, 2009
  - a. deadline for grant submissions has passed
12. New Business
13. Next Executive Meeting (April 9)