



## Executive Committee Meeting

Tuesday Nov 17<sup>th</sup>, 2009, 1:30-3:30 PM  
Heart & Stroke Foundation of Manitoba  
6 Donald St, Executive Boardroom, 2<sup>nd</sup> floor

### **Members:**

Debbie Brown, Chair, HSFM  
Jane Griffith, CCMB  
Madeline Kells, CCMB (minutes)  
Cathy Steven, HIC  
Tannis Erickson, IRHA  
Catherine Hynes, NOR-MAN RHA (teleconference)

### **Regrets:**

Donna Turner, CCMB  
Jennifer Baker, Central RHA  
Doreen Fey, IRHA  
Mark McDonald, CCS

### **AGENDA**

1. Welcome
2. Agenda Approved
3. Approval of minutes of September 18, 2009 - attachment – Cathy Steven and Catherine Hynes approved
4. Report on Strategic Planning Workshop/ Draft strategic plan -attachment
  - a. Cost of strategic plan report document - \$1,600 – HSFM has kindly offered to cover this cost.
  - b. Working group consisting of Debbie Brown, Cathy Steven, and Tannis plus one volunteer (Debbie B. to send email requesting volunteers) will draft a 5 yr Strategic Plan from the draft document generated by Lorna Mayer.
  - c. Draft to be presented at January 13, 2010, PPHL Executive meeting.
  - d. Final will be presented at Feb 4 PPHL Membership meeting.
5. MRFSS –Catherine
  - a. Revised terms of reference not sent yet
  - b. Workplan for the adult survey work will be provided at next Executive meeting (Jan 13, 2010).

- c. Catherine is to forward minutes from the MRFSS meetings (past/present) to the Executive Committee via the PPHL website.
  - d. Tannis will forward an email to the sub-committee chairs requesting minutes be sent to the PPHL Executive.
6. Youth Health Survey media release –Tannis
- a. Ref. draft News Release and draft Briefing Note that Roberta Koscielny provided – please send comments to Kate McGarry by Friday Nov. 20<sup>th</sup>.
  - b. Distribution list for YHS Report (YHSR)?
    - i. Embargoed copy – 1<sup>st</sup> to RHA CEOs, main PPHL contact & Communications person. Then to Ministers offices, and PPHL Membership.
    - ii. Early December release desired, but flexible depending on changes needed to the YHSR.
  - c. YHS Report – Many comments regarding ‘look’; use of white-space, page layout, pictures used etc. Suggested that we review copies and provide feedback by this Friday (20<sup>th</sup>). Then we will arrange a meeting with Jane, Tannis, Madeline, Roberta and the design firm reps on Monday 23<sup>rd</sup> to discuss the changes.
7. Clasp Proposal – Jane/Tannis – deferred to next meeting
8. Next Executive meeting - January 13, 2010
9. Next Members meeting- February 4, 2010