

Oceanside Health and Wellness Network (OHWN) Circle of Partners Meeting Notes

November 16, 2017, Stanford Place, Parksville 2:30-4:30pm

✓	Sue Abermann (Community Member)	✓	Cheryl Rikley (OCP)
R	Marlys Diamond (FORA, OHLA)	✓	Courtney Simpson (RDN)
✓	Danielle Gayton (Island Health)	✓	Deanna Smith (Arrowsmith Lodge)
✓	Gerry Herkel (FORA)	R	Renate Sutherland (SOS/OTFH)
✓	Brenda Kent (OHWN Regional Coordinator)	✓	Janice Tait (Project Lead, Forums)
R	Signy Madden/ Melaina Patenaude (United Way)	✓	Sharon Welch (Forward House/OTFH) – CHAIR
✓	Esther Pace (Island Health)		

Welcome

Chair welcomed the participants and moved to approve the minutes from October – Minutes approved.

Review Minutes and Action Items

The chair reviewed the status of the action items from the October minutes.

ACTIONS:

1. *OHWN will continue to meet with RDN to map out the opportunities for alignment.* – ONGOING
2. *Network Development Action Group is tasked with developing recruitment strategy for CoP.* – OPEN
3. *Network Development Action Group will work on developing an application package for new CoP members.* - OPEN

OHWN Administration

Coordinator Report

The coordinator reported that her efforts over the last month focused on ensuring the forum was a success. She worked closely with the project team to coordinate, develop presentations, and writing a successful media release that resulted in an article published in the PQB News. She also presented the current financial records for OHWN funds.

Forum Updates and Planning

Project lead reported out on *Charting the Course Together for Health and Wellness* forum:

- 49 community participants
- Evaluation – raw data was shared
- Next steps – proceedings report is being compiled, along with a more thorough report including evaluation data; a communications plan; identifying some themes/mini-wins.

Group discussed plans for Forum 2. Project team will apply feedback to the developing plans for the second forum. Some key points:

- Forum 2 should be larger and open to general public as well as key stakeholders
- Important to show movement/momentum
- Action-oriented people will be looking for some tangible outcomes
- Important to restate that OHWN is not the ‘do-ers’ rather the mobilizers for community actions.
- Capture the outcomes of further collaboration that happens in between meetings.

ACTION:

1. Two CoP members volunteered to be CoP liaisons to support the Project Team.
2. Coordinator will share the final list of people invited to the forum.

OHWN Administration

RDN Presentation - OHWN presented to the RDN Board as a delegation on November 14th 2017. It was a short presentation and OHWN has requested to come back for a more lengthy discussion after Forum 2.

Network Development

- Group discussed if this action group has evolved to the point where it should be part of the CoP. For example, it is important that the CoP, rather than an action group, make recommendations about the membership of the CoP.
- Next meeting of Network Development is to revisit the strategic plan for the Network Development Action Group and consider the future need of this group.
- Process for bringing on new CoP members was proposed and will be further discussed. Looking at March to bring on new CoP members.
 - It was noted that there is a certain expertise that is needed at the table to understand the levers needed to address health indicators.

Members reflected on the role of OHWN during this discussion:

- They reflected that the purpose of our Network is to connect and build relationships, but a more important role is to steer and be intentional about impacting certain health outcomes and facilitating people to come together and make a difference.
- Members were encouraged to ask how the work is making a difference in health outcomes. This means the Network needs to be well informed and know the research/evidence.

ACTION: The Network Development Action Group will review the strategic plan, evaluate the status and propose next steps regarding structure at the January CoP meeting.

Action Group Updates

Child Wellness

- CoP discussed the potential grant opportunity raised
- It was felt that it may be premature to apply for this grant before we have a plan for longer term, sustainable community solutions in child food security.
- Action Group was encouraged to keep focussed on what community-based solutions will come out of Forum 2.
- We need appropriate administrative support to support collective actions.
- It was suggested that RDN Community Grants in Aid program would be a suitable application to support individual schools with food programs.

ACTION: OHWN will set up a meeting with Qualicum Beach Mayor to discuss the funding grant and the priorities and process of OHWN.

Mental Health – Continuing to work towards goals.

Round Table updates

- Neighbourhood program for home support started 3 weeks ago, workers and clients very happy with this service.
- Canadian Diabetes Association funded a pilot project with perinatal food skills program. A second grant will be applied to physical literacy.
- Forward House got a Grant In Aid, which is supporting a renovation.
- “Our Community, Our Art” Final Showcase Sunday December 3rd – 5th. Showcases what can be done by people with mental health issues when provide with supports.

Next Meetings

Mental Health Action Group:

Thursday December 7th, 9-10:30am – Forward House

Thursday January 11th, 9-10:30am - Forward House

Network Development Action Group:

Thursday December 7th, 2:00-3:30pm, Oceanside Place Arena *Cancelled*

January 11th 2018, 2:00-3:30 Oceanside Place Arena

Child Wellness Action Group:

Tuesday November 28, 8:30-10am, Oceanside Health Centre

Tuesday, December 5th, 8:30 – 12:00, Oceanside Health Centre COACHING SESSION

Tuesday January 31, 830-12L00- BLT

Circle of Partners:

December Meeting Cancellation – Reminder that we have cancelled December's meeting.

Reconvene: Thursday January 18th 2018, 2:30-4:30 – Stanford Place

Meeting adjourned at 3:10pm