

# Oceanside Health and Wellness Network

Circle of Partners Minutes,  
March 21<sup>st</sup>, 2019 2:30-5:00 pm at Oceanside Arena

✓ Sue Abermann (Community representative)	✓ Esther Pace (Island Health)*
✓ Caron Byrne (Community representative, LAT)	✓ Courtney Simpson (RDN)*
✓ Marlys Diamond (Perfect Storm Group, FORA)	X Deanna Smith (Arrowsmith Lodge)
✓ Virginia Gibberd (Community representative)	X Janice Tait (Community representative)
✓ Gerry Herkel (FORA)	✓ Sharon Welch (Forward House)
X Signy Madden/Melaina Patenaude (United Way)	
X Susanna Newton (SOS, OTFH)	✓ Lisa Marie Barron (OHWN Coordinator)
✓ Evelyn Clark (Oceanside Division of Family Practice)	✓ Myra Rogers (Administrative Assistant)

*This meeting took place at Oceanside Arena since Stanford Place was closed to the public due to illness.*

## Welcome

### Review Minutes and Action Items

- Lisa Marie to alter the wording of the policy around Honoraria to reflect the conversation around this – *on agenda*
- Lisa Marie to add to her email signatory line an acknowledgement that we are in the First Nations Territories. *Not done yet, may do ready for the next Coordinator.*
- Lisa Marie to write to Parksville City Council and invite them to send a Councillor as a liaison – *Myra & Sharon will follow through with this*
- Lisa Marie to contact RDN and issue the same invitation to their Directors - *Myra & Sharon will follow through with this*

Council Liaisons: Sue wanted to know how they will stay in the loop, since they will likely not be able to attend the Circle of Partners meetings on a regular basis.

### Circle of Partners Selections Process

Sue took the chair for the Selections process.

Jane Osborne made her presentation to the CoP, describing her background and the reasons for her interest in becoming a member of the CoP. This was followed by questions from the CoP members.

Sharon and Gerry made their presentations. Sharon has been involved with OHWN for a few years and has been the Chair for the past three years. Gerry has been involved since the first meeting of OHWN. There were no questions for Sharon or Gerry.

### Decisions:

CoP were unanimous in wanting both Sharon and Gerry to remain on the Circle of Partners and in inviting Jane to join the CoP. The consensus was that it would be best if Jane joins the CoP as a representative of the Community Response Network, rather than as a community member.

**Action:**

- Lisa Marie to contact Jane and accept her as a member of CoP, representing the CRN.

Janice and Deanna were unable to be at this meeting; they will do their presentations to CoP next month.

The Circle of Partners will determine who will take the Chair and Vice-Chair positions at the next meeting. Sharon remains the Chair until that meeting.

The CoP will discuss alternative models of structure other than Chair/Vice-Chair.

**OHWN Administration**

- Honoraria:

Lisa Marie and Sue have made changes to the wording in the Terms of Reference, as requested at the last meeting.

- Video Update

The videos are now all completed. Thank you to those who reviewed it, to Virginia for all her hard work and to Barry who finalized them. Virginia will send a thank you note to Barry on behalf of OHWN.

The first two videos are on the OHWN website; the third video is still to be uploaded. Myra to follow through with this.

It was suggested that all the video contributors should be informed that the videos are now available to watch and sent a link.

**Action:**

- Lisa Marie to send a link to the video contributors
- Myra to follow through with the third video and upload it to the website

- Debrief Health and Wellness Fair Participation

Those who were present at the OHWN table at the Health and Wellness Fair had some interesting conversations with people. Around 7 people signed up to become members of OHWN. One day was definitely better than the two days on previous years. However it was felt that it would have been much better if our table could have been in the foyer; we were not in a very visible position.

The fair was not as well attended as usual, maybe due to the good weather. It was considered that it was sufficiently worthwhile to do this again on another year, but next time we should have more things to give out and maybe run videos for people to watch. There is also the option to give a presentation at the fair, which we did not do this year.

It was felt that the financial investment in participating in the fair was worthwhile; it is a good opportunity for meeting the public and building awareness. However, we should also consider other settings that would also offer the same opportunity. Some suggestions were Craig Street market, Family Day and/or the weekly Farmers Market in Qualicum Beach.

**Decision:**

Next year we should start the discussion earlier, with time to put together a presentation if we want to.

- Administrative Contract

Myra left the room for this discussion.

**Decision:** The CoP decided that OHWN allocate \$6,450.00 from April 1, 2019 to March 31, 2020 for an administrative assistant provided by Forward House. The remaining Coordinator funds for 2019 to be used first, other grant revenue second, and the seed funding account last.

#### - Collaborative Services Committee (CSC) Update

Sue and Evelyn informed us that Laura Cross has been hired as Manager of the Primary Care Network. They want a few minutes at the next meeting for her to come and talk about the PCN. The PCN will bring a big change in health care, and challenges for all involved, but it would be premature to share much at present. If anyone has questions, call Evelyn or Laura. Laura will need around 20 minutes at our next meeting.

#### **Action Group Updates**

##### Mental Health Action Group

###### Highlights:

- Lisa Marie has been connecting with various service organizations in Oceanside with the summary from the Youth Forum. Someone (to be decided) will be following up with a short survey.
- The Mental Health group has grown, with a few new members including a young adult who is excited to participate in the group. She is particularly keen to share the OHWN videos with her peers.
- The group has been actively collecting stats and some great information is coming from that.
- It feels that the group is now moving forward.
- Dr Hasselback has been invited to attend a meeting when he is available to do so.

##### Child Wellness Action Group

The group is continuing to look at the other community tables – BLT, Early Years Coalition etc, and continuing to explore who is missing from the table.

Continuing to assemble community services relating to the First 2000 Days project.

Gerry explained that there is also the Food Security Group, which originally came out of the Child Wellness Action Group and has been exploring food security for children in Oceanside. A number of individuals were attending both the Child Wellness Action Group and the Food Security group, duplicating time and conversations. The Food Security group has been continually finding barriers and interest in that group has been waning. The decision was made to reschedule the two meeting times, and hold them back-to-back, inviting everyone to the meetings and starting with the Food Security meeting then going into the Child Wellness meeting, with those in the Food Security group choosing whether or not to stay on to the CW meeting.

Some concern was voiced about the fact that the Food Security group want action, but that the OHWN action groups (including the CW action group) are not for providing services. Lisa Marie clarified that the two groups are actually still separate, but that the meetings are being timed back-to-back for efficiency.

The Food Security group cannot be a part of OHWN, since OHWN don't provide services. OHWN provides support to look at a community response.

This table needs to be very clear on the OHWN mandate, around how to make change rather than being 'doers'.

###### **Decision:**

We need to come back to this conversation.

##### Seniors' Planning Table

Virginia brought feedback from the first meeting of the Seniors' Planning table. There was only a small group of people present, but an interesting representation. Deanna is Chair for this group.

The group talked about starting points, gathering data, direction, being ambassadors for seniors, collaboration, isolation, housing, successful aging and lack of family nearby. The group is going to create three key questions to look at and discuss with people in the community.

### **LAT/OHWN Presentation Outline**

A Powerpoint is being finalized for presenting to Council at Qualicum Beach and Parksville and to the RDN directors. It is about Trauma Informed practice and talks about OHWN, the LAT, and the learning they have done around Trauma. They will be encouraging the politicians to join this learning journey. They are hoping that they will understand the impact of Trauma and use that lens when working in the community. Those presenting to the politicians will be sending an information package ahead and leaving materials with them.

A request was made that the CoP see the presentation. They want to be clear about the role of OHWN when participating in the presentation.

#### **Action:**

- As soon as the Powerpoint is finalized Sharon will circulate it to the CoP.

### **Strategic Planning Process – Feedback**

Janice and Kaya have worked on this with Lisa Marie. Since the last meeting no further work has been done with this.

Lisa Marie requested that any input should be emailed to her.

This conversation needs to be brought to the next meeting when Janice is present to join in the conversation.

### **Coordinator Final Reporting and Questions**

This was Lisa Marie's final meeting with CoP.

Sharon presented a gift to Lisa Marie and thanked her for the work she has done over the past months.

### **Next Meeting**

The next meeting of the Circle of Partners will be on Thursday April 18<sup>th</sup>.

Items for next meeting:

- Election of OHWN Chair and Vice-Chair
- Administration Updates
- Council Liaison updates
- CRN Application Update
- Coordinator Hiring Committee Update
- Sustainability Planning
- Strategic Planning Process
- Child Wellness Action Group/Food Security Group
- LAT/OHWN presentation to politicians
- Laura Cross Primary Care Network presentation