

Oceanside Health and Wellness Network

Circle of Partners Minutes,
May 16th, 2019 2:30-5:00 pm at Stanford Place

✓ Sue Abermann (Community representative)	✓ Esther Pace (Island Health)*
✓ Caron Byrne (Community representative, LAT)	✓ Courtney Simpson (RDN)*
✓ Marlys Diamond (Perfect Storm Group, FORA)	✓ Deanna Smith (Arrowsmith Lodge)
X Virginia Gibberd (Community representative)	✓ Janice Tait (Community representative)
X Gerry Herkel (FORA)	X Sharon Welch (Forward House)
✓ Susanna Newton (SOS, OTFH)	
X Evelyn Clark (Oceanside Division of Family Practice)	✓ Myra Rogers (Administrative Assistant)
X Jane Osborne (Community Response Network)	

Welcome & Introductions

Sue Abermann facilitated the meeting and welcomed everyone. Judi Malcolm was thanked for attending to represent the Child Wellness Action Group. It was ascertained there were sufficient members present to form a quorum.

Review of Minutes and Action Items from April meeting

These wording changes were made in the March 2019 Minutes:

Page 2 Paragraph 2 – instead of ‘Sue wants the CoP to discuss other models of structure other than Chair/Vice-Chair’ it now reads ‘The CoP will discuss alternative models of structure other than Chair/Vice-Chair.’

Page 3 Paragraph 2 under Highlights – instead of ‘Someone will be following up...’ it now reads ‘Someone (to be decided) will be following up...’

The CoP approved that these changes would be made.

The following change was made in the April 2019 Minutes:

Page 2 Paragraph 10 under Decision – instead of ‘Sharon will continue as Chair, with Janice supporting her in the Co-Chair position until the September CoP meeting’ it now reads ‘Sharon will continue as Chair, with Janice supporting her until the September CoP meeting’.

The CoP approved that this change would be made.

Action Items:

Letters have not yet been written to Parksville City Council and RDN Directors in relation to inviting them to send a representative as a liaison. There was discussion around what the expectation would be if they appointed liaisons to represent them on CoP. Would we expect them to attend all our CoP meetings? Would we circulate Minutes to them? Would they be ex-officio members? It was pointed out that there is nothing in our Terms of Reference regarding this, and maybe the ToR should be updated before sending out invitations.

Decision:

It was decided to wait until after completing the upcoming Planning process before sending out invitations.

Review and Approval of Agenda

It was requested that there be a opportunity to talk about the two Family Practise Division Meetings that were held in the community recently. This item was added to today's agenda.

OHWN Selection Process

Deanna Smith made a brief presentation outlining her reasons for being re-elected to the Circle of Partners.

Decision: All CoP members accepted the decision to re-elect Deanna Smith.

Action Group Reports

Child Wellness Action Group/Food Security Group Discussion

In Gerry's absence, Judi Malcolm (Child Wellness Action Group Co-Chair) was present at the Circle of Partners table to bring this report.

At present the Child Wellness Action Group and the Food Security Group are meeting together. The Food Security group originally came from the Child Wellness Action group, with the desire to be the feet on the ground addressing the issue of children coming to school hungry. They encountered numerous barriers and, to date, have not found a program that they can initiate.

The Child Wellness Action group is still looking at the First 2000 Days project as its priority. They are looking at what is already present in the Community, where the gaps are and what their role within this project could be. However, there has been much conversation recently regarding those it would be helpful to have at these tables; the number of people attending each of these groups has shrunk significantly. Judi and Gerry reached out to all the current members of each group recently and asked why people were not attending the meetings. There were very few responses, so they are looking at next steps.

Child Wellness is a strategic priority that OHWN identified, wanting to support child wellness in Oceanside. The CoP appreciated being made aware of the challenges currently facing the Child Wellness Action group and agreed they are keen to continue supporting the group. Education on the 3 pillars of the First 2000 Days would also be helpful to establish better understanding amongst all CoP members.

Action:

Judi was asked to collect data regarding the local demographic, with key evidence, around the 3 pillars of the First 2000 Days, from the Child Wellness Action group. Their next meeting is scheduled to take place on Tuesday May 28th. Susanna will send someone from SOS to be present at that meeting.

Mental Health Action Group

Susanna brought feedback from the Mental Health Action group. They have been collecting and looking at data. Trying to bring some new people to the table. A special meeting is scheduled on June 13 at Oceanside Health Centre, which Dr Hasselback will be attending.

Seniors Table

Deanna brought an update from the Seniors Table. They have had 2 meetings to date. Everyone attending is wanting to keep active and have agreed to work within the SD69 area. Members are currently sharing their community contacts and involvement.

The Seniors Advocate is visiting Qualicum Beach on May 31st and a meeting has been arranged for the OHWN Seniors Table to meet with her before the public meeting. Deanna will ask the Seniors Table members for questions to take to that meeting.

Update on Strategic Planning Session and hiring of Facilitator

Courtney brought 3 options regarding Strategic Planning services. There was discussion around what the CoP members want to come from this process.

It was decided that the CoP want to have both a Strategic Plan and an Operational Plan and that two ½ day sessions would be preferable to a full one day session with the Facilitator. The Strategic Plan would come out of the first session and the Operational Plan from the second session. We need to be really clear about the documents that will be produced within the cost quoted, and the CoP are willing to pay more to have the documents fully produced and finalized. The pros and cons of all three proposals were reviewed, given the outcomes that CoP members identified.

Decisions:

Courtney to go back to Michelle at Swift Collaborative, to discuss further details with her and ensure that she can deliver our requirements, in a teleconference call including Janice. If she can meet our requirements we will go ahead and hire her for this process.

Plan to have a half-day CoP meeting on Thursday June 27 if Michelle is available to meet with the CoP that day. Time to be arranged and details circulated once they are finalized.

LAT/OHWN presentation to politicians update

Due to time constraints this has been postponed to a later meeting.

It was mentioned that there was an article in the PQB News that mentioned this presentation to Parksville City Council.

Organizational Updates

The CRN AGM takes place on June 20 by teleconference. Sharon to be asked to represent CoP. If she is not available, we will email CoP members to find out who can participate.

Health Networks Sharing Coordinator discussion

Courtney shared that this may no longer be relevant.

Family Practice Division meetings

Marlys was particularly concerned about the poor reporting following the meeting that was held in Parksville. Sue is attending the CSC meeting on May 21 and will provide feedback on these community engagement events.

June Meeting

The CoP meeting date and time to be confirmed, but planning for Thursday June 27th.

There will likely be no agenda and we may not require a facilitator for this meeting. CoP members will receive further information by email.