

PARTNERS IN PLANNING FOR HEALTH LIVING
Monday, March 26, 2007 9:30 – 12:00
Brandon Room, 4th Floor CCMB

Members:

Doreen Fey - Acting Chair
Debbie Brown (away)
Donna Turner
Dexter Harvey

Tannis Erikson
Mark McDonald (away)
Jane Griffith
Madeline Kells

Minutes:

- 1) Agenda approved
- 2) Minutes of Feb 26/07 meeting - approved
- 3) Business arising
 - Dexter's one-on-one meeting w/Minister went very well.
 - National Collaborating Centre for Methods and Tools – Dexter has been in touch with Helen Thomas, but there is no change.
 - Draft Budget – Province-wide surveillance – Jane will send copy of draft as it currently stands – in kind contributions made by the Partners may be added at some later point.
 - Expert Review of Methodology – methodology report to be completed.
 - Heart & Stroke Grants – Agreed that new members must have their survey plans approved prior to applying for H & S grants. Epidemiology & Cancer Registry use a “researcher checklist” that we will modify and use for Partners – Jane to forward amended draft-version to the group.
 - Tannis to write letter to Dr. Butler Jones & Jan Trumble-Waddell, PHAC
- 4) Partnership Activity Update - Members – Parklands, NOR-MAN, Assiniboine, Central, Brandon, & Interlake.
 - Regional update – see attached
 - Conference Calls: Brandon still to be scheduled w/Bev Cummings's replacement Susan Hunter, who starts on March 19th. Assiniboine scheduled for April 18th at 3:30 – Doreen, Dexter to teleconference with Pam Walker & Deb Clevett.
 - Madeline to email to everyone who was originally invited to join Partners – and who has not – to re-invite them and let them know about the May 11th meeting at the same time.
 - Tannis will contact North Eastman to suggest face-to-face meeting to encourage them to sign LOU
- 5) New Business
 - Preparation for meeting with Dept Education meeting on April 3rd at CCMB with Paul Paquin.
 - messages - Jane to forward the agenda from Kerri Irwin Ross meeting – we can revamp and use for this meeting.
 - who will attend – Jane, Dexter, Doreen, Debbie & Mark - everyone will follow the 'script' from the last Minister's meeting.
 - Partners Facilitator – agreed that the position is seen as more of an “executive assistant” than managerial, but the relationship between this position and the board is not clear. Item is deferred until it can be discussed w/incoming executive board members.

6) May 11th Meeting

- Interlake volunteered to pay for the room at Sport Manitoba.
- Décor discussion
 - Snowman diagram to become a poster – Donna has connections for printing.
 - Need a banner w/PPHL logo on it.
 - KEN booth
 - CDPAC poster from Interlake
 - Also we need to have colour copies of the Partners “Who we are” document (Madeline to update and be contact on Partners documents for the time being) and the Interlake reports available.
- Dexter suggests that we bring forward a slate of nominees at the AGM, and call for 2-3 positions rather than all of them.



- Regional Survey Update -

Region	Contact	LOU Y/N?	Conference?	Current Status on Partnership Activities
Assiniboine	Pam Walker & Deb Clevett	Y	N	12/18 - Community training workshop scheduled for Jan 13, Jan 20 is alternate date. They want to do one school survey before Christmas. 1/22 – Workshop was completed on Jan 20. Have started survey & data collection. Goal is all schools grades 6-12. 2/26 – LOU received, Madeline to set up conference call 3/26 – Conference call set for April 18th at 3:30 with Dexter & Jane. Youth survey is finished in schools, surveys have been sent to the Interlake.
Brandon	Bev Cumming Susan Hunter	Y	N	12/ 18 - Ready to start surveillance; want to do adult survey in work settings. 1/22 - Dexter contacted April Pierce, they have developed own survey, printed it, and are ready to start data collection. Jane will contact Bev Cumming to see if any input is required. 2/26 – LOU received, Madeline to set up conference call 3/26 - Susan Hunter is new contact, teleconference will be arranged with her. They are still proceeding on their own at this time.
Burntwood	Lynn Watikins & Marie O'Neil & Gloria King	N	N	12/ 18 -Community training - will be 2 days in either January or February 1/22 – Dexter confirmed workshops are scheduled for 12 & 13 of Feb. All CDPI communities are involved. He will be visiting Split Lake on the 29/30 of Jan. 2/26 – Dexter to follow-up w/Gloria King, left copy of Interlake report. She is very interested in surveillance, and in becoming a partner, she will take the idea to the planning group. 3/26 – no change
Central	Cheryl Pearson	Y	Y	12/18 - Interested in surveillance 1/22 – LOU received 1/22 (just after PPHL meeting). Some school divisions have signed on to do the survey. They hope to survey all schools in the division grades 6-12. 2/26 – They are moving forward, have hired EFT .5 and are using the Interlake survey – 10,000 Gr. 6-12 students, starting in November. 3/26 – Still sorting out issues ref. McGregor
Churchill	Randy & Ken ?	N	N	1/22 - No contact in this region. 2/26 – no change 3/26 – no change

Region	Contact	LOU Y/N?	Conference?	Current Status on Partnership Activities
Interlake	Doreen Fey & Tannis Erikson	Y	Y	12/18 - Preparing for adult survey in community.. 1/22 – Adult survey orientation scheduled for beginning of Feb. with survey beginning 2-3 week of Feb (contacting 10,000 people) and reporting being started in June.
North Eastman	Judy Coleman & Debbie Viel	N	N	12/18 - Implementing school surveys. Need workshop to help them process survey data. 1/22 – Tannis is scanning now, will be done this Saturday and then it will go to Jane. The report will follow that. Charlene Thompson is interested in KEN. Linda volunteered to phone Judy Coleman to ensure that North Eastman is fully engaged in other partner opportunities. 2/26 – Donna & Jane will follow-up w/Judy about joining the Partners. 3/26 – Debbie will initiate contact requesting a meeting with them (CEO Jim Hayes) about joining the Partners.
Nor-Man	Cathy Hynes	Y	Y	12/18 - Surveillance In budget – want to get started 1/22 – Tannis and Dexter agreed to participate in conference call w/Nor-Man. Tannis sent invoice for use of survey – invoice is paid. Norman is looking for senior exec. Approval to purchase scanner and then will proceed with the school survey – all schools grades 6-12. 2/26 – Have purchased scanning software and want to proceed w/4-6,000 kids, gr. 6-12 in Oct '07. They are using the Interlake survey. Tannis will follow-up with Cathy. 3/26 – Tannis is visiting them in April.
Parkland	Maggie Campbell/ Interim CEO, Mavis Wood	Y	Y	12/18 - Need workshop to help them process survey data 1/22 – Workshop is scheduled for the 15 & 16 th of Feb. Tannis/Jane & Dexter will conference call with this partner. 2/26 – Jane & Dexter visited, and participated in a regional committee meeting and celebration of community achievements. Community committees did planning for 07/08. Many communities are involved – some in 'clusters' due to smaller pop. Reg. Committee will be considering their surveillance options. Jane & Dexter to follow-up. 3/26 – Andre Remillard replaced by Mavis Wood (interim CEO) – need to contact her to introduce Partners (etc).
South Eastman	Lynn Prevost	N	N	1/22 - They are interested, but not ready for surveillance. May be doing their own, very preliminary, work. We need to contact this year. 2-26 – no change.
Winnipeg	Sande Harlos	N	N	12/18 - Ready to proceed with school survey surveillance in Pt. Douglas and Seven Oaks. 1/22 – Jane is meeting with them tomorrow. 2/26 – Earlier meeting was postponed, Jane is meeting with them 2/27. They're interested in surveillance and considering their options. 3/26 – no change.