



Membership Meeting
Thursday, February 16, 2012
12:00 – 3:30 PM (lunch at noon)
CancerCare Manitoba
675 McDermot Avenue
Executive Boardroom, 4th floor

Attendees:

Jackie Lemaire, AFM	Andrea Lamboo Miln, MHLYS & CA
Jody Allan, Assiniboine RHA (phone)	Debbie Brown, HSFM
Donna Turner, CCMB, PPHL Chair	Paul Paquin, Manitoba Education
Jane Griffith, CCMB - <i>CLASP Working Group Chair</i>	Jacki Nylen, MPESA
Carly Leggett, CCMB, PPHL Coordinator	Catherine Hynes, NOR-MAN (phone)
Madeline Kells, CCMB, minutes	Michelle Gaber, Parkland RHA (phone)
Jennifer Baker, RHA Central Manitoba (phone)	Laura Donatelli, PHAC MB Div.
Nancy Hughes, Churchill RHA (phone)	Bev Unger, South Eastman Health (phone)
Swati Mandal, HCMO	Ales Morga, South Eastman Health (phone)
	Alexandra Henteleff, WRHA
	Michael Routledge, WRHA

Regrets:

Doreen Fey, Interlake RHA	Nancy McPherson, Brandon RHA - <i>ARFS Working Group Chair</i>
Ethel Hook, Alliance	Betty Kozak Assiniboine RHA
Ron Oberlin, Manitoba Health	Tannis Erickson, IRHA/CCMB - <i>YHS Working Group Chair</i>
Mark McDonald, CCS	Grant McManes, Louis Riel School Division
Teresa Mayer/Rob Santos, HCMO	Debbie Viel, North Eastman RHA
Jo-Anne Lutz, Burntwood RHA	Heather Sparling, MB Health - <i>DARP Working Group Chair</i>
Maggie Campbell, Parkland RHA	
Cathy Steven, HIC	
Mark Robertson, MHLYS	
Trina Larsen, AFM	

Minutes

1. Welcome and introductions
2. Approval of agenda
3. Approval of minutes & action items from September 9th, 2011
 - a. Accept with one change - 5.2.8 of should read "2012 AGM"

- b. Action items from Minutes - 4.3, 5.2.4, and 6.7.4 will be covered in today's agenda.
 - 4. Chairs' Report- Donna Turner
 - a. PPHL Strategic Plan
 - I. We have structured today's agenda around the work-plan/action-plan.
 - b. Primary Prevention Syndicate
 - I. This group brings different primary prevention players together - PPHL is at the Surveillance Planning Table of the PPS and is also involved at the Research Table. Brings the PPHL to a wider audience.
 - II. See Debbie Brown handouts ref. Manitoba Primary Prevention Syndicate (Making prevention everyone's business) and 2011 Provincial Election Questionnaire (ref 1% goal).
 - III. Next forum will be evening of May 10th (day before the PPHL AGM), invitations to the PPHL will go out. The theme for the forum will be "How do we challenge gov't in these tough economic times - how do we continuer to have prevention funded to move forward?"
 - IV. Challenge Grants (through HSFM) - funded four grants out of aprox 21 applicants, working with primary prevention - \$40K/yr for 2 yrs. See handout summaries of the grants that were funded. To build capacity we hope that other PPHL members will consider helping to fund these types of grants in future to keep the momentum going.
 - V. HSFM has partnered with Manitoba Health Research Council developing a MB Primary PR chair for MB. Both the HSFM & MHRC have committed \$50K each for 5 years for a Chair. Put out the LOI out last fall through the University system. Received some applications, National/International Review Committee. In about 3 weeks they will announce a candidate for Chair. Chair will be based from wherever they are.
 - VI. As some regions are preparing for another round of YHS, would PPS assist financially? HSFM provided some funding originally (\$5K) to regions to help - will be discussed further today in the agenda. To clarify, the PPS might be able to open some doors regarding funding, but does not have any funding itself.
 - c. Funding
 - I. Item 6c & d will cover funding, but we (PPHL) have asked Partners to consider options for funding in their regions. Also, HSFM had offered that they have people dedicated to the process of finding funding and Debbie has been working with Carly on the subject. They have good knowledge about what agencies are out there for funding for projects in specific areas of interest. Ideally, will develop a 'template' that we can use going forward to assist in funding at the regional level.
- 5. Working group report
 - a. Youth Health Survey – Tannis Erickson (Catherine Hynes)

- I. Were moving ahead, last week YHS implementation Team met and have been looking ahead - still pilot testing the new tool that's being used and there's had been fairly good representation across the Prov of schools that have indicated that they want to be involved in the new process. For the pilot testing we have received ethics approval. (can look at pubs in future for results), NOR-MAN is doing the mapping for the scanning of the survey. YHS survey video - a part of the package that is going out to the schools to get people excited about the process. Decision made to grades 7-12 (no grade 6) - lowers the numbers of schools. Next to discuss, how do we begin to get data input from the elementary schools grades involved, but this will be looked at after the Adult Health Survey. Two key changes from the last time - additional content areas and changes to existing questions (where we found that we did not get enough information) - but will still be similar enough for comparability. Make sure students understand the questions, kids' reaction to having to sign the paper (identifiers, for the test/re-test methodology - to see if students answer differently a week later). Schools had 3 choices of methodology for the pilot test - test/retest, test/focus group (for those schools who allowed the sexual health component into their schools or schools that didn't have the time to do the test/retest method), and other component was school administration. Paul Paquin, the School Administration Survey will look at school level/characteristic data to align with individual data - aligns core data sets/core measures for indicators with some national initiatives. Will show what the schools are doing to impact health. The two surveys - Admin Data and Student Surveys will align, so that when a student from a school responds, one can also see what that student's school is doing (allows for some analysis/comparison). Schools are self-identified (chose to be involved). Pilot will be a good process to publish (hence ethics approval). Question about what was meant by 'mapping'. NOR-MAN is using Co-fax software which allows the completed surveys to be scanned and the data dropped into databases (which are sent to CCMB for analysis).
- II. Youth Smoking Survey - is a survey involving a random sampling of schools run by Waterloo University (Funded by Health Canada), every two years. Manitoba, through PPHL/CCMB, has been involved in this survey the last three iterations, but now the survey has expanded to include other health questions (similar to ours) and Waterloo wants to run it at the same time as the next YHS (something that we have agreed in the past that we would not do as it puts a burden on our partners at the school level). As a result, this year we will not be involved, and we hope that the Partners will also respond in that way if they are approached directly (which is possible). Important to note that their survey is a 'research tool' and the data are not given back to the schools to use, nor is it used to inform policy to encourage healthy living. **It is**

decided that a letter be sent to the University of Waterloo (to Steve Manske), as we have not officially said no to them. Jane will take first run at it and then send to Catherine Hynes/working group is to draft the letter for the group. Need to have clarity about the principles/reasons for not participating - i.e. ownership of data, respecting local autonomy in risk factor surveillance, using info (not just taking in the data). Question from WRHA regarding the cost of doing the YHS (the WRHA is expensive to survey - \$100K for printing/scanning) survey; are we always going to do a census-based survey, or are we looking at ways to reduce the cost (i.e., sampling like the YSS)? We wanted to do a census so that every school would have their own data to use for planning. Entirely different that the YSS (they don't use the data, they only collect it), random sampling would not benefit every school.

- b. Adult Risk Factor Surveillance – Nancy McPherson (Jody/Catherine)
 - I. Health E-plan provincial on-line tool for the public to assess their health and their risk for chronic disease. Potential to align with ARFS- but currently users are well- educated females of a certain age. Questions about how would we roll-out to other people, ownership of data, how to validate as a tool. Several communities have volunteered to do the pilot testing when the tool is developed. Working on the methodology for delivering the survey - whether it's paper, telephone, hand-held, on-line survey tool. Will be a mix-methodology (just not sure what the mix is yet). E-plan launched June of last year, on-line tool, sort of a wellness check-point. It's an interactive series of questions around health that helps you develop a plan (evaluates your risk-factors). Data is sorted by RHA. Based on validated questions, but not validated to the Manitoba population. Could be a useful methodology/tool for ARFS. **Andrea to send link to e-plan include in minutes.** ARFS participated (share and Learn) Healthy Together Now symposium in Dec 2011. 100 participants into self-identified expert/focus-groups with themes similar to YHS (mental health, physical activity, tobacco/substance use, spirituality etc), talked about, from their positions in their different organizations, what sorts of questions/information they would find useful to them on an Adult Health Survey. Pulled out some theme/content areas that were consistent across the groups, the next day they presented the theme areas (about 6 themes -e.g., access to resources, barriers to healthy behaviors etc). Gave us an idea about what people would need from an adult health survey. **There is a summary of this information, Carly will fwd to the PPHL.**
- c. CLASP (Coalitions Linking Action and Science for Prevention) – Jane Griffith
 - I. CLASP over this March (30 months long), Case study in Manitoba with PE and NB. Reports are available. Core indicator measures (tobacco was completed, Physical Activity is in process, Nutrition is not started)

- II. Phase 2 CLASP – There is bridge funding (June 2012-Sept 2012) to continue with knowledge exchange to get the info out. Some funding may help towards our AGM in May. After September, there will be Phase 2. The 6 CLASPS that were funded the first time have been asked to reapply for phase two funding, plus there will be others new CLASPS submitted as well. Of those, four will be funded. Going forward, Waterloo (who coordinated our CLASP) is wanting do a Phase Two CLASP proposal moving more into Knowledge Exchange as it applies to influencing government policy, and it may be that this is not in-line with the goals/direction of Partners - there may be other Manitoba Partners that this is more in-line with. For Partners to think about - are we interested in getting into a new CLASP (proposals are due June 2013), do we have the resources/energy? There would have to be definitive, new, “value-add” in order for CPAC to fund our CLASP again. Or we could do a whole new CLASP proposal. **Jane will organize a group to consider the pros and cons of pursuing this.**
- d. DARP – Heather Sparling
 - I. Catherine Hynes - reviewed a couple of requests for access to data. Discussion has started ref new data-sharing agreements - will we need one for YHS and one for ARFS? On going discussions about what we can release in the way of smaller data aggregates (regional level for e.g.)/vs provincial. It was advised that we not redo the agreement but add an appendix or addendum as needed (to save on redoing them), since so much work had been done previously to ensure the solid, legal quality of the agreements. Landis Esposito (WRHA privacy officer) has been providing advice on these agreements and she’s on DARP.
- 6. Action Items from the PPHL Strategic Plan:
 - a. *OBJECTIVE: Engage membership in the work of PPHL*
 - I. Update on website - Carly Leggett: website is up and running. Thanks to Health in Common. Let us know if anything is missing or needs updating. It is at www.partners.healthincommon.ca (old link will redirect you to new). “Members only” section (not working yet) - for documents etc. **Hide this section until it’s working.** Strategic plans (including working groups), minutes etc are all included on the website.
 - II. AGM planning for 2012- Donna Turner & Carly Leggett:
 - 1. From 10-3PM, Friday May 11th, Canad Inns on Pembina. AGM has been discussed at the Coordinating Committee meetings. Some ideas for the day have been:
 - 2. group work at the meeting with a focus on knowledge exchange (where members would like us to go ref KE),
 - 3. guest speakers suggested - Don Dillman, (he’s unavailable will ask him for next year’s AGM), Alvin Delorme (from the FN CLASP) - he has not confirmed yet. Bev Whitehawk - also would complement Alvin to speak on First Nations Health/issues.

4. Person speaking at the syndicate the night before - could be a replacement or in addition-to Alvin. Dr. Richard Stanwick (Victoria) used to be Winnipeg Medical Officer of Health, is speaking at the PPS the night before - he might be willing to stay the extra day to speak at our AGM - his background interest in the tobacco wars (city bylaws), he's also been involved in the sun safety (banning tanning beds for kids under 18).
 5. As a note, the PPS meeting will be at the same location as the PPHL AGM.
 6. Member organizations are encouraged to bring 4-5 guests also
 7. Suggestion from Swati Mandal: as we had Minister Rondeau bring greetings last year, would we be interested in having Minister Kevin Chief bring greetings this year? (Minister of Children and Youth Opportunities). **Donna to connect with Swati.**
- III. Updates from partner organizations- Debbie Brown, MHLS&CA
1. HSFM - has had some changes over the past year. Going through a national unification process - now known as ***Heart and Stroke Foundation in Manitoba - to be changed on Partners materials, website.*** No longer single legal entities - a unified entity. Priorities may change, ref research, funding formulae will change -70% spent on national priorities, 25% local. Debbie will keep us informed.
 2. MHLS&CA (Manitoba Healthy Living Seniors and Consumers Affairs). Minister Jim Rondeau, Deputy Minister Cindy Stevens (she has two portfolios MHLS&CA and Culture Heritage and Tourism).
 - a. Healthy Living Branch: The Healthy Schools Initiative has remained with Healthy Living (and remains a partnership between Healthy Living, Seniors and Consumer Affairs, Education, and Healthy Child Manitoba)
 - b. Healthy Living, Seniors and Consumer Affairs includes: Tobacco, Addictions, Mental Health and Spiritual Health Care, Seniors and Consumer Affairs.
 3. Children and Youth Opportunities: Minister is Kevin Chief, Deputy Minister is Jan Sanderson.
 - a. Children and Youth Opportunities includes: Healthy Child Manitoba, MB4Youth and Recreation and Regional Services.
- b. ***OBJECTIVE: Establish partnerships that will support the development, implementation, utilization and sustainability of the surveillance system.***
- I. LOUs & Membership Discussion - Donna Turner & Carly Leggett - LOU was sent out -LOUs are the same as before (no new level of membership added - associate vs 'regular). All members asked to complete the new

LOU and return as soon as possible. *As a note* PHAC is still an ex-officio member.

- c. *OBJECTIVE: Advocate for the implementation and sustainability of the surveillance system.*
 - I. Update on AGM funding announcement and letters to Minister Rondeau - At the last AGM Minister Rondeau promised 40K towards the next round of the PPHL YHS. Since then two reminder letters have gone out to prompt the Minister's office. Nothing received yet. **Andrea Lamboo-Miil will follow-up on this funding.**
 - II. Discussion around timing of briefing notes (regarding second round of the YHS & first round of ARFS) to RHA CEO's, Board Chairs and gov't - Letter is drafted and Opportunity should go out in the spring to allow schools time to plan their calendars for the fall. Discuss ref timing of briefing notes for RHA CEO's ref the YHS and AHS. Cathy Hynes noted that Health Plans are due June 1st - so if there was any need for funding in connection then the briefing notes would need to go out soon. Ref the AHS, the RHAs might want to submit this as a joint new initiative.
 - 1. It is suggested that the schools and RHAs should get copied on this information at roughly the same time (letters go out in April).
 - 2. Chairs of school boards, director of First Nation Education Authorities, superintendents, principals (Grades 7-12)
 - 3. the 'cc' on the letter would be to gov't (Deputy Ministers), CEOs of the RHAS, Manitoba Association of School Superintendents, Manitoba School Board Association, Manitoba Teacher's Society, MPETA, PPHL Chair & Coordinator (Carly), Policy people (Andrea, Paul Paquin, Rob Santos), all PPHL members (through the PPHL Chair).
 - 4. Regarding the AHS - do we include it in same letter or send out a separate letter? YHS letter April, AHS will be later.
- d. *OBJECTIVE: Secure required resources for the ongoing implementation and utilization of the YHS and the development of Adult Risk Factor Surveillance (ARFS)*
 - I. Update on RHA data sharing agreements for next YHS - we are looking at a letter of amendment (instead of new agreements).
- e. Update on letter sent to PPHL members regarding ARFS funding - about 6 months ago a letter went out to the membership regarding the ARFS pilot. Looking to the members for possible funding. Debbie from HSFM has offered up the assistance of her staff (the deal specifically with grant writing to help us/ARFS look for grant/funding opportunities. ARFS continues to look for funding.
- f. *OBJECTIVE: Facilitate knowledge development and exchange.*
 - I. YHS Video update and viewing - put together by the YHS KE working group. Collecting stories from MB schools that used their YHS results to

create change in their school or community. The intent of the video is to: be used as a tool to promote the YHS to schools that are considering be involved; to provide ideas for schools as to what (programs etc) they can do with the data; and to reward schools for their participation (is an excellent marketing tool to possible new members etc.)

II. Packaging is being finished and the video should be releasable in about a month to all schools/PPHL members and RHAs that were involved. The whole video is 16 ½ minutes long, but the schools can use the separate chapters/stories if they wish.

III. 500 copies will be printed, and the video will be on-line as well.

7. Next Membership Meeting - AGM Friday, May 11th 2012 - Donna Turner

8. Other:

- a. PPHL won the Oct 2011 MPETA coalition award from MPESA (Grant McManes accepted the award on our behalf). We won the year before also. **Carly will put it on the website (Madeline to scan).**
- b. Jacki Nysten noted that Winnipeg has been selected to host the next National Physical Education Conference October 16-18, 2013 in conjunction with Provincial SAGE day. Will be at UofM and at Canada Inns on Pembina. Might be a good opportunity for PPHL to be a part of it. About 700 people attended last time. There will be a call for presenters/possibly abstracts.
- c. Catherine Hynes - CARRFFS has call for abstracts out for their second National events (e-form) on May 16th & 17th. Surveillance to Action building usable knowledge. She will send to Carly to send to the Membership.
- d. Catherine Hynes - suggested Manitoba Public Insurance as a possible funder through their Community Relations Component. Possible to reword the Adult Health Survey to suit.
- e. Donna noted that we had forwarded the invitation (via the Alliance) to the CDPAC meeting being held at the CCS offices Tuesday next week.

9. Next Coordinating Committee Meeting - March 23rd, 2012 - Donna Turner