



Coordinating Committee Meeting

Thursday, July 29th, 2010

Time 1:30 - 3:30 PM

Heart & Stroke Foundation of Manitoba
6 Donald Street, Executive Boardroom, 2nd
floor

Invitees:

Donna Turner, CCMB
Madeline Kells, CCMB (minutes)
Jennifer Baker, RHA Central (phone)
Linda Venus, CCS MB Division (incoming Chair)
Cathy Steven, HEALTH in COMMON
Debbie Brown, H&SFM (Chair)
Catherine Hynes, NOR-MAN RHA (phone)
Jane Griffith, CLASP Chair
Nancy McPherson, ARFS Chair

Regrets:

Doreen Fey, Interlake RHA
Heather Sparling, DARP Chair
Tannis Erickson, YHS Chair

Minutes:

1. Welcome
2. Approval of agenda - Debbie added Planning Council Seat discussion (instead of meeting schedule update).
3. Approval of minutes of April 14, 2010
 - a. Approved with small correction page 2 under 4.iv.2 - Nancy is from Brandon RHA not ARHA as shown. Madeline to correct.
4. AGM debrief - Debbie Brown
 - a. Evaluation of the AGM is underway; there was a lot of positive feedback about the AGM. Once the report is done it will be circulated to the PPHL.
5. Youth summit update - Debbie Brown
 - a. Following the YHS release, Gord Mackintosh - the Minister charged with the admin of The Liquor Control Commission (MLCC) Act - was concerned

by the youth drinking statistics and so in conjunction w/ the Manitoba Liquor Commission has developed a conference on the subject of youth drinking to be held October 20th. PPHL has been asked to consider providing a member to sit on the planning committee for this conference.

- b. The location is TBD and the participants will be key stakeholders and students.
 - c. The conference will focus on 4 main themes: 1. availability/access, 2. social norms, 3. law enforcement, and 4. community & parental monitoring. Participants will be asked to participate in all four themes.
 - d. PPHL is being asked to offer suggestions for facilitators/speakers in the area of community & parental monitoring. This theme would cover funding & awareness, programs, parental education and healthy living issues.
 - e. Four PPHL members can attend the conference.
 - f. The Key note speaker is:- Pinball Clements (ex Blue Bomber and Toronto's coach). Session speakers are: someone from MADD (Mother's Against Drunk Driving), Rick Linden (U of M, law enforcement). Nancy McPherson will investigate & provide contact details for two possible speakers - Lily Jardine (alcohol and drugs community coordinator in Brandon) and/or Guy Roberts (Brandon police dept) and report back to Debbie.
6. New strategic plan – next steps - Debbie Brown & all
- a. Workplan was started by Debbie, Tannis & Madeline, now we need to fill in the tasks and resources columns.
 - b. Working groups formed to start to fill in the blanks - Donna & Jennifer will take Outcome #1, Nancy & Catherine will take #2, Linda & Debbie will take #3, and Jane & Cathy will take #4. Their points/additions will be sent to Madeline for tabulating, and this version completed by the Sept 7th Coordinating Committee meeting. Then the new version will be sent out

to the Leads for any additional tweaking, and finally provided to the full Membership at that meeting on Sept. 29th.

7. PPHL Working groups reports

- a. CLASP, ARFS, DARP & YHS will make a short, informal, verbal report at every Coordinating Committee meeting.
- b. Their minutes will be added to the PPHL website.
- c. It's suggested that the Chairs make their reports early on in the agenda.

8. MRFSS Unfinished Tasks

- a. Catherine Hynes to distribute the documents that MRFSS had not completed ~~to~~ the Coordinating Committee for completion, the documents are:
 - i. conceptual framework
 - ii. PPHL survival definitions document
 - iii. general funding proposal
 - iv. draft budget

b. ~~Debbie Brown will draft thank you letters for distribution to the MRFSS Working Group.~~

9. New business

- a. Planning Council Seat - Debbie Brown
 - i. The Manitoba Primary Prevention System project, of which HSFM is already part is looking for PPHL to provided two representatives to participate on the Planning Council for this project. PPHL can represent risk factor surveillance on a provincial level.
 - ii. The group will probably meet twice a year.
 - iii. PPHL has been invited to provide representation to sit on the council with the other members (Debbie's already involved so it cannot be her).

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iv. Linda Venus volunteered/with assistance/input from Jane Griffith (regarding Risk Factor Surveillance) as necessary.

10. Next meeting of the Coordinating Committee - Sept. 7th, full membership meeting - September 29th.

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