



Coordinating Committee Meeting

Thursday, September 7, 2010

Time 1:30 - 3:30 PM

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

Attendees:

Doreen Fey, Interlake RHA (phone)
Jennifer Baker, RHA Central (phone)
Linda Venus, CCS MB Division (incoming Chair)
Cathy Steven, HEALTH in COMMON
Debbie Brown, HSFM (Chair)
Catherine Hynes, NOR-MAN RHA (phone)
Jane Griffith, CLASP Chair
Heather Sparling, DARP Chair
Carly Leggart

Regrets:

Donna Turner, CCMB
Madeline Kells, CCMB (minutes)
Nancy McPherson, ARFS Chair
Tannis Erickson, YHS Chair

Minutes:

- 1. Welcome**
- 2. Approval of agenda – approved as distributed**
- 3. Approval of minutes of July 29, 2010 –approved as circulated prior to the meeting**
- 4. Working Group Update**
 - a) Youth Health Survey –Tannis Erikson:**

Tannis sent in regrets but sent an update by email. The group had a meeting on June 24. A tools method task group has been established to look at revisions for the health survey tool. Various people will be brought together to review the questions, examine what data people are using and to assist with the survey tool being ready for the fall of 2012.

The next smoking youth survey from Waterloo may be at the same time as YHS. The group will be discussing with Waterloo the opportunity to merge the two surveys together so one survey will be done with the schools. This time Waterloo is asking additional questions about physical activity and healthy eating. There will be an attempt to integrate the two surveys together.

b) Adult Risk Factor Group –Nancy McPherson:

Nancy sent in her regrets and provided the following update:

This group met in mid August. Plans are underway to host a provincial symposium late January 2011 to introduce a draft adult survey. Survey methodology will be revised based on input from regional representatives. Members of ARFS made a presentation to the provincial Planning Network and HPSEN in early September to provide an overview of future plans and engage their support. They will be having their next meeting in October.

The expenses for the January symposium will be paid from money from CDPI and there will be support for the regional representatives to attend the meeting. It will be important for the participants to have a shared understanding on how to move forward as a system.

PPHL need to develop a document that outlines what the surveillance costs are for the regions in order that the RHA's can put those costs in their plans for approval. Cancer Care will be willing to continue provide the support for hosting the data base. This has been assumed going forward for the next round of surveys and it is expected that this will continue. Brandon (2008), Interlake (2007) and Assiniboine (2008-09) have already done some adult risk factor surveillance and all three used different methodologies over the past few years. ARFS is using this information as they look at their role moving forward.

c) CLASP-Jane Griffith provided the following report:

Kate has been conducting interviews with members and analyzing the data. A Manitoba group will be going to PEI in late September to discuss data collection and information reporting with PEI and New Brunswick. In the future, focus groups may be done with some of the participating Manitoba schools. CLASP money will be used for the January symposium.

d) DARP –Heather Sparling provided the following report

The process and forms for review of requests for access of the youth health survey data has been developed. The forms have been posted on the website. To date, the task group has received 3 requests: Healthy Child Manitoba, Hans Krueger for the Economic Analysis report and a student for their master thesis. The task group is also working on developing their draft terms of reference for coordinating committee approval at next meeting.

Further discussion included whether the people who are requesting the information should be required to provide PPHL feedback on the data and how they have used it. Within the agreement, there is a section that includes information on how they are planning to use the data. It was also suggested that the groups should be asked to provide feedback after one year on whether using the data made any difference to what purpose they were using the data for in the first place. Health in Common has provided assistance with this process and has kept the applications received to date. The coordinating committee would like to see on an ongoing basis a report on who is using the data.

5. Strategic Plan Update

This agenda item was deferred to next meeting as not all groups had provided input on the sections that they had been asked to complete. Reminders will be sent out to the groups again.

6. Primary Prevention Planning Council Update

Debbie provided the following report. The Primary Prevention Planning Council had its first meeting a couple of weeks ago. Linda and Jane had agreed to represent PPHL as co-chairs at the meetings representing the surveillance area. Jane attended the meeting, while Linda sent in her regrets. Debbie provided a brief overview of the system with an update of the groups that are currently involved. In the area of Advocacy, the Manitoba Women's Institute and Sports Manitoba are the co-chairs for the area. For the research area, the Manitoba Health Research Council and HSPH co-chair this area. Laura Plett on behalf of the Knowledge Exchange Network from CCS Manitoba Division has agreed to represent the knowledge exchange area and will be looking for another organization to co-chair this area with her. Terms of Reference will be developed for the Planning Council and all for the supporting committees. Dexter Harvey will be a member at large at the central planning table. Another meeting is scheduled for October.

7. MRFSS Unfinished Tasks

This item was deferred to next meeting

8. October Youth Summit Update

Nancy McPherson has contacted a Brandon police officer who will be asked to be one of the speakers at the workshop in October. In addition, PPHL will have the opportunity to invite four representatives to attend the workshop.

9. Membership meeting

The next membership meeting will be held on September 29, and potential agenda items for the meeting was discussed

10. Next Meeting

The next meeting for the Coordinating Committee is on November 2, 2010