



Executive Committee Meeting
April 14, 2010, 1:00-3:00 PM
Heart & Stroke Foundation of Manitoba
6 Donald St, Executive Boardroom, 2nd floor

Members:

Debbie Brown, Chair, HSFM
Donna Turner, CCMB
Madeline Kells, CCMB (minutes)
Tannis Erickson, IRHA
Jennifer Baker, Central RHA (phone)
Jane Griffith, CCMB
Doreen Fey, IRHA
Cathy Steven, HIC

Regrets:

Catherine Hynes, NOR-MAN RHA
Mark McDonald, CCS

MINUTES

1. Welcome
2. Approval of Agenda
 - a. add AFM – membership – Debbie Brown
 - b. add Host organization discussion – Debbie
 - c. add Tannis Erickson (or support person) discussion – ref. Doreen Fey
 - d. add DARP (Data Access Review Panel) – ref. Cathy Steven
3. Approval of minutes of February 25, 2010 – Approved by Donna Turner/Tannis Erickson
4. Strategic plan – Debbie
 - a. discussion surrounding revised Strategic Workplan
 - i. Under Immediate Outcomes 2 – delete the 4th task – seems to be a repeat of the 1st task.
 - ii. Suggest adding a column for “Current Status”

- iii. Tannis/Cathy Steven led a discussion that occurred at the MRFSS meeting regarding the decision to change/restructure the PPHL organizational chart – as it affects the PPHL Strategic Workplan. With this revision, MRFSS would evolve into 4 working groups: CLASP (Coalition Linking Action and Science in Prevention), DARP (Data Access Review Panel), YHS (Youth Health Survey) and AHS (Adult Risk Factor Surveillance) that would report directly to the Executive Committee. The Executive Committee will become the Coordinating Committee under this new structure.
 - iv. Each working group would have its own Chair that would sit on the Coordinating Committee:
 - 1. CLASP – Dr. Jane Griffith - CCMB
 - 2. ARFS – Nancy McPherson – ARHA
 - 3. DARP – Heather Sparling – MB Health
 - 4. YHS – Tannis Erickson
 - v. It was suggested that this revision to the structure of PPHL would simplify communication and improve the flow of information to the Executive Committee (now the Coordinating Committee).
 - vi. This change in structure would mean changing the TOR, but not the LOUs.
 - vii. The re-organization of the PPHL structure is well received by the Executive Membership and it was discussed that this change will need to be brought forward in 'stages' but ultimately to the full Membership at the AGM on May 28.
 - viii. Madeline/Tannis/Debbie will revise the TOR in response to the structural changes, and a new organizational chart will be drafted.
- 5. MRFSS update – deferred as Catherine not present at meeting
 - 6. Youth Health Survey Media Coverage update - Debbie
 - a. Released March 3, 2010, March 3: Global, CKY, CBC TV, CJOB,
 - b. March 4: Winnipeg Sun, CKDM Dauphin, Winnipeg Free Press,

- c. March 5: CKDM continued to play interview,
 - d. March 11: Sou'Wester, Times/ Lance/ Metro/ Herald in Winnipeg,
 - e. March 12: Headingly Headliner,
 - f. March 16: Pilot Mound Sentinel Courier, CJOB Nighthawk Show, U of W Uniter
 - g. Telephone calls and other:
 - i. Staff from Youvile Centre- asking for results from WRHA on Grades 6-8. Referred her to Jane Griffith.
 - ii. Dave Thomspson –received information on YHS from his MLA.
 - iii. Brian Cole from U of Wpg, editor of WAVE magazine put in a portion of the YHS in upcoming magazine. CBC, Global, the Winnipeg Sun and Free Press, University papers etc
 - h. Jim Rondeau – is interested in the results of the survey and this may be an opportune time for a meeting with him to discuss the survey results and opportunities to work together with him.
7. CLASP proposal update –Jane
- a. distributed activities/ work-plan update for the Manitoba YE CLASP proposal, see attached.
8. AGM on May 28 – Debbie
- a. New Working Group Chairs will present their group's objectives and workstations will be set up at the AGM to encourage the Membership to find out about/sign-up to be a part of a working group that they can contribute to (members will be needed for the Adult & Youth working groups).
 - b. Still no guest speaker selected, suggestions: Marie O'Neill,
 - c. Space at U of M is reserved, but due to complaints from last two years on the room, Madeline is to keep looking for alternative. Funding may be available for a hotel .
 - d. Inn at the Forks and the Hilton, near airport, are available 3,500 – 4K.
9. New Business

- a. AFM membership – Debbie Brown – John Borody has expressed interest in becoming a member. Tannis will send Madeline information and Madeline will send him an LOU.
- b. Host organization discussion – Debbie

There is a need to ask for nominations for a new host organization at this AGM. As per the TORs, the new Host should sit in on the Executive for a year before taking over the role. An email will be sent to the members asking for them to submit nominations for the next host organization prior to the AGM.

- c. Tannis Erickson PPHL support person discussion – ref. Doreen Fey
 - i. Need to find funding source to cover Tannis’s salary for her work with Partners.
- d. DARP (Data Access Review Panel) – ref. Cathy Steven

10. Next Executive Meeting

- a. Executive needs to have another meeting before the AGM on May 28 – to finalize the details for the AGM. Next meeting will be held on May 5th, 3:30 PM – 5:00 PM at HSFM to finalize details.