



Executive Committee Meeting

January 13, 2010, 1:30-3:30 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)
Mark McDonald, CCS
Cathy Steven, HIC
Catherine Hynes, NOR-MAN RHA (teleconference)

Regrets:

Tannis Erickson, IRHA
Doreen Fey, IRHA
Jennifer Baker, Central RHA
Jane Griffith, CCMB

MINUTES

1. Welcome
2. Approval of agenda
3. Approval of minutes for November 17, 2009 – note Page 2 Clasp should be CLASP, otherwise approved by Donna Turner and Cathy Steven
4. Strategic Plan update
 - a. Cathy Steven presented a draft strategic plan in two parts:
 - i. A “Logic Model” for developing the Manitoba Risk Factor Surveillance System – that shows Inputs (our assets), Activities, and Outputs that develop into 1-5 year Outcomes for the Partners, and
 - ii. a workplan that details the objectives for the Partners, the Lead for each objective and the timeline for completion.
 - b. Both documents were well received by the Executive – two additions to the Workplan were suggested:

- i. relationship building – on going membership building/assessment to be done by the Executive Committee on an on-going basis, and
 - ii. promotions – avocation/ promotion on the part of the Executive Committee (and on an on-going basis) of a province-wide risk factor surveillance system.
 - c. Changes will be made by Debbie Brown and Cathy Steven, and the documents developed further, and presented in revised-draft form to the PPHL Partnership Committee Meeting on February 4.
5. Youth Health Survey Update
- a. YHS will be at the printers by the end of the week. There is no time-line yet for release. Media release is on hold.
 - b. Jane Griffith will present the findings to HCMO
6. CLASP Proposal update
- a. Tannis and Jane are at a CLASP meeting right now in New Brunswick
 - b. will be an update next meeting.
7. MRFSS –Catherine
- a. following their next meeting, she will be distributing a document on definitions and a surveillance model.
 - b. There is a conference that will conflict with the next Partner’s meeting (on March 10) Madeline to find a new date (end of February preferred).
8. New Business
- a. Cathy Steven Vibrant Communities Symposium, March 10 & 11
 - i. March 9th is a pre-conference (about 50 people attending), about 200 people are attending on the 10th and 11th. More information on the Health in Common Website – Cathy will send the link to me to distribute.
9. Next Membership meeting (February 4, 2010)
10. Next Executive meeting (March 10, 2010) – to be rescheduled.