



Coordinating Committee Meeting  
January 8<sup>th</sup> 2013, 2:30 – 4:30 PM  
CancerCare Manitoba  
Executive Boardroom, 4<sup>th</sup> floor  
**Dial in - 1-866-464-4026**  
**Participant Code- 756 391 7157**

**Invitees:**

Donna Turner, CCMB, PPHL Chair  
Doreen Fey, IRHA, Incoming Chair  
Jane Griffith, CCMB - CLASP Working  
Group Chair  
Carly Leggett, CCMB, PPHL Coordinator  
Debbie Brown, HSFM  
Madeline Kells, CCMB, minutes  
Cathy Steven, HIC

Tannis Erickson, IRHA/CCMB - YHS  
Working Group Chair  
Heather Sparling, MB Health - DARP  
Working Group Chair  
Alex Henteleff, WRHA (phone)  
Nancy McPherson, Brandon RHA - ARFS  
Working Group Chair (phone)

**Regrets:**

**Minute:**

1. Welcome & Approval of agenda
2. Approval of Minutes from September 24<sup>th</sup> meeting.
  - a. Correction to 4.a.i - Pat Caetano would be *an addition* to the ARFS WG, not a *replacement* for Nancy McPherson.
  - b. Ref minutes from June meeting - 3d. Kate is still working on the Manitoba Case Study report article. Defer.
  - c. Regarding outside grants - Donna to follow-up again with MPI, working on Blue Cross still and Lotteries did not seem like a good fit at this time - they are very event oriented.
3. Chairs' Report - Donna Turner:
  - a. Primary Prevention Syndicate update - Nov 1<sup>st</sup> 2012 forum went well. 3 main areas for involvement - nutrition, tobacco and physical activity. Donna presented about the 1% reduction goal in these areas - the results showed that tobacco use is down, physical education is about the same and obesity is up.
    - i. There was discussion on how to improve involvement from the business/private sector. As a result connections have been made to the Manitoba Chambers of Commerce and the Business Council of Manitoba. The MCC invited PPS to attend a meeting to hear about their Citizen's Health Report for Manitoba (Why Healthcare Is A Top Priority for 2013) on February 12, 2013 at the Radisson

4. Updates - on changes to RHAs: Regions are supposed to have the first level of their new organizational chart (the level after the VP level) complete. They may be available on websites (see last page of these minutes for current status on new structure - Thank you to Heather). Still cannot determine if we will need 1 or 2 or 3 reps in each new region. We will need enough presence at the table to engage/vary the perspective. Should ask members to share the information they have (ref. new RHA structure/prevention/healthy living etc) at the next Membership meeting (January 31<sup>st</sup>)? Madeline to add RHA round Table to the agenda for the 31<sup>st</sup>. Who replaced Mark Robertson at MHHL? Debbie Nelson. Regardless of the changes to the RHA/our committee members, it is agreed that the Working Groups can continue as is. Heather Sparling reports to Brie DeMone, **Heather is looking to determine who at Manitoba Health would be a better fit.** As a note Jody Allan is joining the DARP WG.
  - a. Work-plan review/update - Carly to make minor changes as noted by Committee. Madeline cannot schedule the 2013-2014 meetings until we have more information about who will be attending them, Carly will adjust completion date to reflect this. The ARFS briefing note (due Jan 2013) is not good ref timing, revise to April. Regarding 2) *OUTCOME: Shared understanding and support for a province wide surveillance system: Evaluate PPHL (including CLASP and documenting elements of success) action item #3. Discuss option of PPHL evaluation by external group* - this generated some discussion, resulting in a decision to have a dedicated meeting (in place of the meeting scheduled for March 21<sup>st</sup>), facilitated by Health in Common. Will use the Logic Model to determine what do we have? What do we need? We could present on what we do know (based on our learning from CLASP) at next meeting. Potential to use the RE-AIM Framework (from Cancer Patient Journey Initiative fame) as a guide for the discussion. CIHR grant not received - out of 170 applicants only 17 were funded.
5. Working group reports
  - a. Youth Health Survey – Tannis Erickson - majority of surveys went out before Christmas 2012 the rest will go out Feb-April this year. 6 scanning locations around the province are fine tuning the scanning software. Reporting template is done - CCMB is finishing the SAS programs, report still being translated into French. All in all 655 schools in 40 divisions are participating. The new data sharing agreements have been drafted - only change is that the RHAs may provide their own. Patricia Caetano has indicated that she has funding that can be used for this report. See attached schedule “A” - statement of work with three main deliverables.

- b. Adult Risk Factor Surveillance – Nancy McPherson - Liz Harland did a very thorough environmental scan. The work has been delayed in part to the RHA re-org. ARFS meets next week to discuss funding by Patricia Caetano. Patricia has also indicated that her dept has some epidemiology-resources that they may be able to share to help with the work. Some changes to the survey model initially planned - expect to have the framework developed by the end of February.
  - c. CLASP - Jane Griffith - neither CLASP (re-CLASP/ new application) was funded.
  - d. DARP - Heather Sparling - no new updates.
6. Next meetings
- a. Full Membership Meeting, January 31<sup>st</sup>, 12-3PM, CCMB Executive Boardroom.
    - i. Ref the AGM; Ron Dillman may no longer be a good fit for discussion at the AGM since his expertise lies in survey methodology and we will have determined that by the time the AGM happens. Suggest we could have the winners of the HSFM Challenge Grants come and present on their work.
    - ii. Doreen not able to make May 10<sup>th</sup> date - can we look at changing? May 31<sup>st</sup> a possibility - **Madeline to poll Membership**. Also need to look at location for AGM - **Madeline to starting looking**.
  - b. Next Coordinating Committee Meeting February 27<sup>th</sup>, 1:30-3:30 PM.

**Senior Management Structure in the amalgamated RHAs (as of January 2013)**

<b>Interlake-Eastern RHA</b> (former Interlake RHA, former North Eastman RHA)	
Chief Executive Officer	John Stinson
Vice President of Acute Care/Chief Nursing Officer	Judy Coleman
Vice President of Finance/Chief Financial Officer	Cynthia Ostapyk
Vice President of Corporate Services/Chief Administrative Officer (East)	Ron Vandenakker
Vice President of Primary Care/Chief Administrative Officer (West)	Doreen Fey
Vice President Community Services & CAHO	Betty MacKenzie
Vice President Medical & CMO	Dr. Harold Nyhof

<b>Northern RHA</b> (former Burntwood RHA, former Nor-Man RHA)	
Chief Executive Officer	Helga Bryant
Vice President of Planning & Primary Care	Joy Tetlock
Vice President Corporate Services & Chief Financial Officer	Rajinder Thethy
Vice President of Aboriginal Health Services	Rusty Beardy
Vice President and Chief Human Resources Officer	Wanda Reader
Vice President Clinical Services and Chief Nursing Officer	Brenda Mishak-Beckman
Vice President Medical Services & CMO	Dr. Hussam Azzam

<b>Southern Health/Santé Sud</b> (former South Eastman RHA, former RHA Central)	
Chief Executive Officer	Kathy McPhail
Vice President Human Resources	Jim Hunter
Vice President Clinical Standards & Chief Nursing Officer	Jan Gunness
Vice President Planning/Innovation, Quality, Patient Safety & Risk	Jane Curtis
Vice President Corporate Services	Martin Montanti
Vice President Finance & Capital	Ken Klassen
Vice President Medical Services	Dr. Myron Thiessen

<b>Prairie Mountain Health</b> (former Assiniboine RHA, former Brandon RHA, former Parkland RHA)	
Chief Executive Officer	Penny Gilson
Senior Advisor, Acute Care & Nursing	Pat Cockburn
Vice President, Community & Long Term Care/Senior Allied Health Officer	Jayne Troop
Vice President for Planning and Quality/Chief Patient Safety Officer	Maggie Campbell
Vice President Finance Services/CFO/Capital & COO Brandon Regional Health Center	Brian Schoonbaert
Vice President, Corporate Services	Janet Wilcox-McKay
Vice President Medical & Diagnostics / CMO	Dr. Shaun Gauthier