



Alberni-Clayoquot Health Network Minutes

Wednesday, November 19th, 2014 @ 9:30 am

ACRD Board Room, 3008 5th Avenue, Port Alberni, BC

Attendees: Penny Cote, Tanis Dagert, Marcie DeWitt, Adriane Schroeder, Peter Klaver, Craig Summers, Laurie Money, Esther Pace, Julie Rushton, Wes Hewitt, Ellen Brown, Janice Johnson, Marcie DeWitt (teleconference), Janice Johnson (alternate for Eunice Joe).

Regrets: Eunice Joe, Matilda Atleo

1. Welcome

The Chairperson acknowledged we are on the traditional territories of the Hupacasath and Tseshaht First Nations.

Each member introduced themselves and discussed their expectations of the ACHN. A review of the refresh process was discussed that the Health Network undertook for the last six months which has resulted in the new structure.

2. Information Package

Health Network Information Package

The Table of Partners (TOP) reviewed the purpose and the role of the TOP. Discussions on Action Tables, meeting schedule for the TOP and the Network were reviewed.

3. ACHN Finance Report

Review of the finances to date and remaining funds. More discussion and budget preparation at the December meeting.

4. ACHN Current Issues

- a) Request the TOP send a proposal for funding (sustainability) mid January to Island Health detailing an amount the ACHN needs for coordination and operation. (Detailed budgeting will be the focus of the December meeting.)

- b) Dissolve the Island Health and ACRD Protocol Agreement, create a new Terms of Reference document and develop an MOU in partnership with the ACRD (Grant Hollett, Corporate Director, Planning and Community Engagement with Island Health can attend an ACRD meeting regarding this issue).
- c) Prepare a Communications plan.
- d) Josie and Penny will discuss the TOP with Russell.
- e) Gather MOU`s from other Health Networks, TOP receive a first draft prior to the next meeting, attached to the December Agenda. (Tanis, Julie, Penny, Adrienne, Russell, Wendy)

Coordinator Contract and Administration

Contract for Coordinator is valued at \$55,000.00/year, 20 hours a week \$40 hour, this also includes GST and office expenses (internet, phone, travel). Administration is \$15,000.00/year which includes administration functions, facility and office equipment usage, financial flow thru. Core Coordinator and Administrator functions were included in the TOP package.

CRFC Letter to the ACHN TOP

The TOP received a letter from the CFRC for support and a report on how the capacity building funds (\$15,000) were used. Marcie and Esther explained the request of the Coastal Family Resource Coalition to the TOP. The question from the TOP was “What is the request?” Is part of the Island Health funding to be split apart or is the ACHN going to fund the CFRC?

Discussions regarding the request to fund the CFRC will continue at the December meeting. A sub group consisting of TOP members – Peter, Esther, Craig, Ellen, Penny, Josie and Adriane will discuss with Tanis and Marcie prior to the December meeting and present options to the TOP at the December meeting.

Transportation

Adriane delivered a presentation and handed out an action table funding request for Affordable and Accessible Transportation.

Motion: THAT the Table of Partners endorsed the request for \$3100.00 for the creation and support of an Affordable and Accessible Transportation Action Table.

Carried

Meeting adjourned at 12:31 pm.

The next meeting of the Table of Partners will be held on Wednesday, December 17, 2014 @ 9:30 am.