



Alberni-Clayoquot Health Network Minutes

Wednesday, April 15th, 2015 @ 9:30 am

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

Attendees: Laurie Money, Wes Hewitt Craig Summers, Esther Pace, Josie Osborne, Ellen Brown, Penny Cote, Adriane Schroeder.

Guests: Faye Missar.

Regrets: Peter Klaver, Marcie DeWitt, Rebecca Hurwitz, Janice Johnson.

1. CALL TO ORDER

The Chairperson called the meeting to order at 9:40 am.

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

2. REVIEW OF AGENDA & MINUTES

Minutes of March 18th, 2015 ACHN meeting were approved.

3. COORDINATOR REPORT

Review of the Coordinator Report

Busy month planning, touch in's with Network partners and set up for work to come.

Review of the Work Plan

Highlights the high level tasks/deliverables, activities and objectives. They have been broken down for each of the ACHN strategic priorities. There is an emphasis on Network Development utilizing this opportunity to check in with the region to build partnerships, knowledge base and communication channels. This activity will assist in gathering vital information to identify where our energy is best allocated.

Decision Making Diagrams

A diagram was prepared for inclusion in the ToP binder to ensure clarity in the decision making process. It is a tool for the coordinator to evaluate next steps while working with community partners ensuring transparency and consistency in messaging and response. The matrix which accompanies it is a tool to further illustrate the process.

Action Items:

1. Marcie to add to the Information Package
2. Binder in ToP dropbox
3. Resend the invite to the dropbox

Tasks for April/May

Add information and decisions which have been approved in the last few months. Ensure new ToP members have an accurate and informative tool for orientation.

Transportation Plan

Planning with BC Healthy Communities workshop scheduled for June 11. Engage local partners, present report and workshop around next steps with a broader stakeholder group.

Action Items:

1. Schedule an orientation for new ToP members
2. Ask Laurel to deliver the Transportation study at the BCHC Forum?
3. Adriane/Marcie determine key stakeholders and enquire their availability for June 11.

4. ACHN OPPORTUNITIES10aDay Childcare Plan ACHN Motion

THAT the Alberni Clayoquot Health Network endorse the \$10aDay Child Care Plan as proposed by the Coalition of Child Care Advocates of BC and the Early Childhood Educators of BC. This Plan has the potential to make a real difference for BC children, families and communities. We urge the Province of BC and the Government of Canada to commit to the Plan's vision and work with communities to immediately begin its implementation.

Action Items:

1. Marcie to send City of Port Alberni a letter requesting endorsement of the \$10aDay Child Care Plan identifying the Alberni Valley Make Children First network as a source for future engagement around children and family services.

Port Alberni Vital Signs

Contractor has been hired to prepare a PA Vital Sign report for the Alberni Valley with a launch date of October. Funding is through the Alberni Valley Community Foundation.

5. Table of Partners Recruitment

The Table of Partners recommend the following applicants for the ToP.

- Shaunee Casavant
- Bob Baden
- Jess McConnell

Action Items:

1. Add to Policy.... WC Budget covers costs of Bamfield rep (Bob Baden). ACRD rates and expense form apply. 2 or more vacancies on the ToP triggers a call for members otherwise those seats sit until the annual call.
2. Penny/Marcie invite Suzanne Fox, Drew Digby, Dr Hasselback, Marie Dupereault to the next meeting, end at noon and have a luncheon.
3. Welcome letter to new ToP members from the Chair, clarifying commitment, meeting expectations, etc.
4. Marcie prepare information to the unsuccessful applicants, Penny will deliver.

6. Budgeting Process for 2015

Island Health providing \$80,000 to the ACHN for coordination.
ACRD passed the ACHN Budget at the March 25th Board of Directors Meeting.

Action Items:

1. ToP review the budget at the next meeting, items included in the \$130,000 ask of IH disperse accordingly.

7. MOU's

ACRD

1. Part 1 Adriane work with Marcie to get better language.
2. Part 2 add Provide in kind financial administration to ACHN.
3. Part 2 change Partner Signatories remove Table of Partners and add Co Chairs.
4. Submit to the May 13th ACRD Board of Directors Meeting.

CFRC

1. Adriane will follow up on the reporting wording.
2. Marcie will be the ACHN liaison at the MRT meetings not a member.
3. Prepare a letter from the ACRD to accompany the CFRC MOU from Manager of Finance or Manager of Administrative Services (Andrew/Wendy)

8. Other Business

Adriane - Dr. Hasselback discussion what is the story.....What are the questions around this issue, is there a trend?

9. Meeting Close

Agenda Items

Lifespan Approach - powerpoint presentation at next meeting by Adriane.

Structure learning plans for the ToP.

1 hour to explore topics

Events

Food Security workshop Thursday, April 16 at the Tseshaht Administrative Building from 8:15 am to 1:00 pm contact person is Sara Thomas from Alberni Valley Transition Towns.

Coming Together Forum will be held May 6th at the Ucluelet Community Center.

The meeting adjourned at 12:18 pm. The next meeting of the Table of Partners will be held on Wednesday, May 20th, 2015 @ 10:00 am with a luncheon at noon.