



# Alberni-Clayoquot Regional Hospital District

## BOARD OF DIRECTORS MEETING

WEDNESDAY, JANUARY 9, 2013

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

### AGENDA

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	PAGE #
1. <b><u>CALL TO ORDER</u></b> <i>(immediately following the ACRD Board Meeting)</i>	
2. <b><u>APPROVAL OF AGENDA</u></b> <i>(motion to approve, including late times)</i>	
3. <b><u>ADOPTION OF MINUTES</u></b>	
a. <b>Board of Directors Meeting – December 7, 2012</b>	
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on December 7, 2012 be adopted.</i>	<b>3-6</b>
4. <b><u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS</u></b>	
5. <b><u>CORRESPONDENCE FOR ACTION</u></b>	
6. <b><u>CORRESPONDENCE FOR INFORMATION</u></b>	
7. <b><u>REQUEST FOR DECISIONS &amp; BYLAWS</u></b>	
a. <b>Administrative Memo</b> Finance Warrant No. 458	<b>7-9</b>
<i>THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 458 in the amount of \$725,179.47 dated December 31, 2012.</i>	
b. <b>Request for Decision</b> Alberni-Clayoquot Health Network Strategic Plan	<b>10-26</b>
<i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors adopt the Alberni-Clayoquot Health Network Strategic Plan.</i>	
c. <b>Request for Decision</b> 2013 Committee Appointments	<b>27-28</b>
<i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approves the 2013 Committee Appointments as presented.</i>	

**8. REPORTS**

- a. Bamfield Outpost Hospital – E. Geall
- b. Alberni-Clayoquot Continuing Care Society – J. McNabb
- c. VIHA Capital Planning Committee – P. Cote/C. Solda
- d. West Coast Native Health Care Society – P. Cote
- e. Tofino General Hospital – D. McMaster/B. Irving
- f. Alberni-Clayoquot Health Network – P. Cote
- g. Other Reports

*THAT the Regional Hospital Board of Directors receives the January 9, 2013 reports.*

**9. UNFINISHED BUSINESS**

- 10. LATE BUSINESS**  
*(requires 2/3 majority vote)*

**11. QUESTION PERIOD**

**12. ADJOURN**



# Alberni-Clayoquot Regional Hospital District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON FRIDAY, DECEMBER 7, 2012

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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### DIRECTORS PRESENT:

Penny Cote, Chairperson, Electoral Area "D" (Sproat Lake)  
Cindy Solda, Vice-Chairperson, City of Port Alberni  
Eric Geall, Electoral Area "A" (Bamfield)  
Mike Kokura, Electoral Area "B" (Beaufort)  
Tony Bennett, Electoral Area "C" (Long Beach)  
John McNabb, Chairperson, Electoral Area "E" (Beaver Creek)  
Lyle Price, Alternate Director, Electoral Area "F" (Cherry Creek)  
John Jack, Councilor, Huu-ay-aht First Nation  
Jack McLeman, Councillor, City of Port Alberni  
Duncan McMaster, Alternate Director, Councillor, District of Tofino  
Bill Irving, Mayor, District of Ucluelet  
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government

### STAFF PRESENT:

Russell Dyson, Chief Administrative Officer  
Andy Daniel, Manager of Environmental Services  
Mike Irg, Manager of Planning and Development  
Teri Fong, Manager of Finance  
Wendy Thomson, Manager of Administrative Services

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 3:43 pm.

### 2. APPROVAL OF AGENDA

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. ADOPTION OF MINUTES

#### a. Board of Directors Meeting – November 14, 2012

*MOVED: Director Bennett*  
*SECONDED: Director Geall*

*THAT the minutes of the Alberni-Clayoquot Regional Hospital District held on November 14, 2012 be adopted.*

**CARRIED**

**4. PETITIONS, DELEGATIONS & PRESENTATIONS**

**5. CORRESPONDENCE FOR ACTION**

**6. CORRESPONDENCE FOR INFORMATION**

**7. REQUEST FOR DECISIONS & BYLAWS**

**a. Request for Decision regarding Finance Warrant No. 457**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*That the Regional Hospital District Board of Directors approves Finance Warrant Number 457 in the amount of \$28,218.26 dated November 30, 2012.*

**CARRIED**

**b. Request for Decision regarding the 2013 Provisional Budget and Bylaw No. 113, Alberni-Clayoquot Regional Hospital District 2013 Provisional Budget**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT Bylaw 113, Alberni-Clayoquot Regional Hospital District 2013 Provisional Budget be read a first time.*

**CARRIED**

*MOVED: Director Solda*

*SECONDED: Director Jack*

*THAT Bylaw 113, Alberni-Clayoquot Regional Hospital District 2013 Provisional Budget be read a second time.*

**CARRIED**

*MOVED: Director Kokura*

*SECONDED: Director Solda*

*THAT Bylaw 113, Alberni-Clayoquot Regional Hospital District 2013 Provisional Budget be read a third time.*

**CARRIED**

*MOVED: Director Geall*  
*SECONDED: Director Jack*

*THAT Bylaw 113, Alberni-Clayoquot Regional Hospital District 2013 Provisional Budget be adopted.*

**CARRIED**

## **8. REPORTS**

- a. Bamfield Outpost – No Report
- b. Alberni-Clayoquot Continuing Care Society  
Director McNabb reported on the ACCCS meeting last week. The Contractor is on site for the Fir Park Village Renovation.

- c. VIHA Capital Planning Committee – No Report
- d. West Coast Native Health Care Society – No Report
- e. Tofino General Hospital – No Report
- f. Alberni-Clayoquot Health Network

Director McNabb reported on the Alberni-Clayoquot Health Network Administration Committee meeting held on Tuesday, December 4<sup>th</sup>. The Committee reviewed the direction of the Network and worked on preparations for the upcoming Planning Committee meeting on December 13<sup>th</sup> at 10:00 am in the Regional District Office. Director McNabb said Network is a great opportunity to influence the health and wellbeing of the region.

*MOVED: Director Bennett*  
*SECONDED: Director McLeman*

*THAT the Regional Hospital Board of Directors receives the December 7, 2012 Reports.*

**CARRIED**

## **9. UNFINISHED BUSINESS**

## **10. LATE BUSINESS**

## **11. QUESTION PERIOD**

## **12. ADJOURN**

*MOVED: Director Kokura*  
*SECONDED: Director McLeman*

*THAT this meeting be adjourned 3:53 pm.*

***CARRIED***

Certified Correct:

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John McNabb,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer



## MEMORANDUM

**TO:** Regional Hospital District Board of Directors  
**FROM:** Teri Fong, CGA, Manager of Finance  
**DATE:** January 2, 2012  
**RE:** Finance Warrant No.458

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### **Recommendation:**

That the Regional Hospital District Board of Directors approves Finance Warrant Number 458 in the amount of \$725,179.47 dated December 31, 2012.

### **Chief Administrative Officer Comments:**

Concur

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## IMPLICATIONS OF THE RECOMMENDATION

1. **GENERAL**

That the Regional Hospital District Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.

2. **TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS** – none

3. **FINANCIAL** – none

4. **POLICY OR LEGISLATIVE** – none

5. **RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN**

Improve financial controls by increasing the transparency of the Hospital District's financial affairs.

6. **COMMUNICATIONS ISSUES** - none

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Submitted by: Teri Fong, CGA, Manager of Finance



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**Alberni-Clayoquot Regional Hospital**  
**Cheque Register - Detail - Supp.**



**AP5100** **Page : 1**  
**Date :** Jan 02, 2013 **Time :** 9:07 am  
**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

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**Trans. Date :** 01-Dec-2012 To 31-Dec-2012  
**Cheque Date :** 01-Dec-2012 To 31-Dec-2012  
**Cheque No. :** All  
**Batch No. :** All

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<b>1600</b>	<b>ALBERNI-CLAYOQUOT REGIONAL DISTRICT</b>					
81	17-Dec-2012	Issued	33	M		30000.00
2011-2012ADMIN	01-4-6030-000	ACCOUNTS PAYABLE		30000.00		
Invoice Description --> PYMT OF 2011 & 2012 ADMIN CHARGE						
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<b>Supplier Total :</b>				30000.00	0.00	30000.00
<b>1125</b>	<b>MUNICIPAL FINANCE AUTHORITY</b>					
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79-2/2012	01-4-6030-000	ACCOUNTS PAYABLE		9207.34		
Invoice Description --> DEBENTURE DEBT						
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Invoice Description --> DEBENTURE DEBT						
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EFT-35	03-Dec-2012	Issued	31	E		25061.71
78-2/2012	01-4-6030-000	ACCOUNTS PAYABLE		25061.71		
Invoice Description --> DEBENTURE DEBT						
<b>Total :</b>				25061.71	0.00	25061.71
EFT-36	01-Dec-2012	Issued	31	E		48011.58
72-2/2012	01-4-6030-000	ACCOUNTS PAYABLE		48011.58		
Invoice Description --> DEBENTURE DEBT						
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71-2/2012	01-4-6030-000	ACCOUNTS PAYABLE		60824.25		
Invoice Description --> DEBENTURE DEBT						
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EFT-38	01-Dec-2012	Issued	31	E		202315.86
73-2/2012	01-4-6030-000	ACCOUNTS PAYABLE		202315.86		
Invoice Description --> DEBENTURE DEBT						
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75-2/2012	01-4-6030-000	ACCOUNTS PAYABLE		205445.94		
Invoice Description --> DEBENTURE DEBT						
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EFT-40	09-Dec-2012	Issued	31	E		2081.45
623-2/2012	01-4-6030-000	ACCOUNTS PAYABLE		2081.45		
Invoice Description --> DEBENTURE DEBT						

**Alberni-Clayoquot Regional Hospital  
Cheque Register - Detail - Supp.**



**AP5100** **Page : 2**  
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**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

**Supplier :** 0050 To 912  
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**Cheque Date :** 01-Dec-2012 To 31-Dec-2012  
**Cheque No. :** All  
**Batch No. :** All

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Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
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Invoice Description -->		DEBENTURE DEBT				
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<b>1850</b>	<b>VANCOUVER ISLAND HEALTH AUTHORITY</b>					
80	13-Dec-2012	Issued	33	M		105190.43
DEC7/12	01-4-6030-000	ACCOUNTS PAYABLE		105190.43		
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<b>Total Manually Paid :</b>	<u>135,190.43</u>	<b>Total EFT File Transfer :</b>	<u>0.00</u>			



## **REQUEST FOR DECISION**

**To:** Regional Hospital District Board of Directors  
**From:** Russell Dyson, Chief Administrative Officer  
**Meeting Date:** January 9, 2013  
**Subject:** Alberni-Clayoquot Health Network Strategic Plan

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### **Recommendation:**

That the Alberni-Clayoquot Regional Hospital District Board of Directors adopt the Alberni-Clayoquot Health Network Strategic Plan.

### **Background:**

VIHA provided a onetime grant of approximately \$505,000.00 and entered into a Protocol Agreement (April 2012) with the Alberni-Clayoquot Regional District in order to develop the 'Alberni-Clayoquot Health Network'. According to the Protocol Agreement, the purpose of the network is to improve the health status of the Alberni-Clayoquot Communities population and to support local governments in community planning as it relates to the determinants of health.

In June 2012 a Coordinator was hired to help create strategic and operational plans for the newly created 'Alberni-Clayoquot Health Network' and a preliminary budget was approved on September 13, 2012, for the period June 2012 to May 2014.

Based on a member wide survey, stakeholder consultations and group discussions members of the planning committee came together November 1st, 2012 for a Strategic Planning Process and stated that the priority issues for the Alberni-Clayoquot Health Network should include (but not necessarily be limited to):

- Network Development
- Healthy Children and Youth (0 - 18)
- Affordable and Accessible Regional Transportation
- Affordable Housing
- Health Literacy

### **Financial**

n/a

### **Summary**

The Alberni-Clayoquot Health Network fosters healthy and connected people and places by enabling dialogue and understanding amongst citizens and stakeholders in order to speak with a collective voice on regional and local health issues. The Network is a community driven mechanism that helps to build

**Request for Decision – Exploring a Regional Transit Feasibility Study**

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partnerships and capacity, share concerns, ideas and resources and create innovative solutions that impact the social determinants of health and work towards sustainable healthy communities

The Alberni-Clayoquot Health network aims to involve a variety of sectors which have the potential to impact on the determinants of health; involve stakeholders in an ongoing process of deliberation, needs assessment & priority setting; focus on setting priorities and mobilize solutions that build on community assets and strength; enhance the skills, abilities, resources, and commitment of communities and community members to care for each other, nurture unique talents and leadership, and act on challenges and opportunities the community faces; impact the health and vitality of Alberni-Clayoquot communities in a positive, sustainable manner through collaboration, education, communication and cooperation.

Submitted by: Tanis Dagert, Coordinator of the Alberni Clayoquot Health Network

Approved by:   
\_\_\_\_\_  
Russell Dyson, Chief Administrative Officer

# Alberni- Clayoquot Health Network Strategic Plan



Nov. 2012

Healthy & Connected People & Places

*2012 to 2014*



# Introduction

The primary factors that shape our health and wellbeing are not personal habits like whether we exercise enough or eat too much, or if we have easy access to medical treatments when we need it. The primary factors that affect our health outcomes the most are **economic** and **social** conditions such as education, employment, income, food, housing, family and social supports, access to transportation and other aspects of living in a community. These factors in which people are born, grow, live, work and age have come to be known as the social determinants of health and according to the World Health Organization "poverty is the single largest determinant of health" (*WHO 2011 Poverty and Social Determinants*). According to the BC Healthy Living Alliance (*Healthy Futures for Healthy Families Report, 2009*) "Populations living in poorer social conditions generally have higher rates of chronic disease and through periods of ill health, individuals with chronic disease can lose the security of adequate income and social supports." And according to the Vancouver Island Health Authority (*Local Area Health Profile Interpretation Guide 2011*), "it has long been known that there is a connection between geographic location and health status: those living in rural locations often fare more poorly in health status than those in urban areas. This knowledge has guided the ACHN's identification of its' strategic priorities.

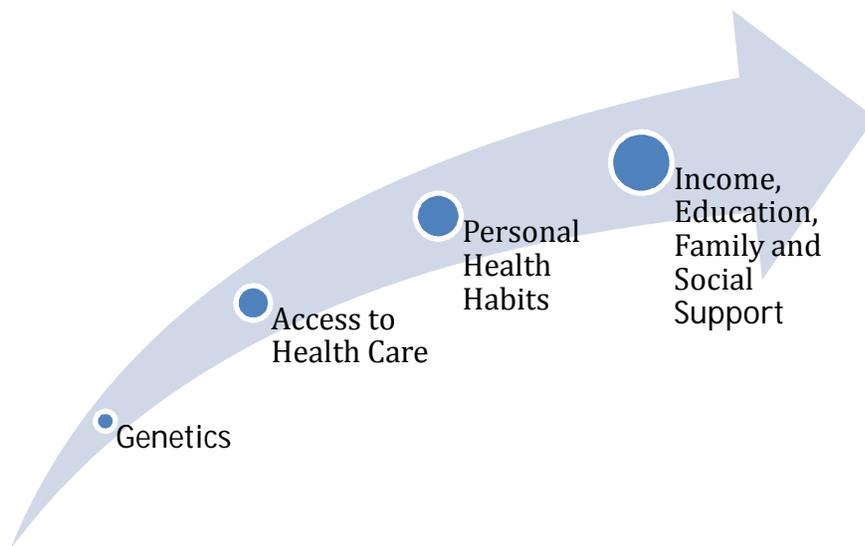


Figure 1: Relative importance of different factors in shaping our health and wellbeing.

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# Background

The Alberni local health area 70 covers approximately 6,658 square kilometers and includes the communities of Port Alberni, Tofino, Ucluelet, Bamfield, as well as several smaller rural and remote communities that stretch out to the West Coast of Vancouver Island.

The population of the area is approximately 31,000 and is shaped by the realities of rural and remote living that include a long history of a resource-based economy (mining, fishing, forestry) that is shifting towards tourism. According to the VIHA Local Area Health (LHA) Profile 2011, the region has a high number of people identifying as Aboriginal (16%), a higher proportion of people aged 75 and over and a higher percentage of individuals receiving income assistance than other LHA's in VIHA. Overall the area has relatively poor health status compared to VIHA on the whole.

According to the VIHA Strategic Plan (2008) "West coast communities were concerned about transportation, maternity, health status and enhanced mental health and addictions services, as well as in establishing partnerships that might better address the broader determinants of health".

Currently there are a number of government bodies operating in the region including:

- Vancouver Island Health Authority
- Nuu-chah-nulth Tribal Council
- Maa-nulth Treaty Group
- City of Port Alberni
- District of Tofino
- District of Ucluelet
- Alberni-Clayoquot Regional District
- First Nations Health Council

As well there are a significant number of other stakeholders who are either providing health related services, advocating for and are concerned with the overall health and well-being of citizens in the region including governmental (e.g. Ministries) and non-governmental organizations, school district, networks, community groups, businesses, professionals, foundations and concerned citizens.

In accordance with it's strategic priority of improved stakeholder engagement and based on its role in the development and success of a multi-stakeholder community-driven Health Network in the Mt. Waddington region, VIHA provided a one time grant of app. \$505,000 and entered into a Protocol Agreement (April 2012) with the Alberni-Clayoquot Regional District in order to develop the 'Alberni-Clayoquot Health Network'.

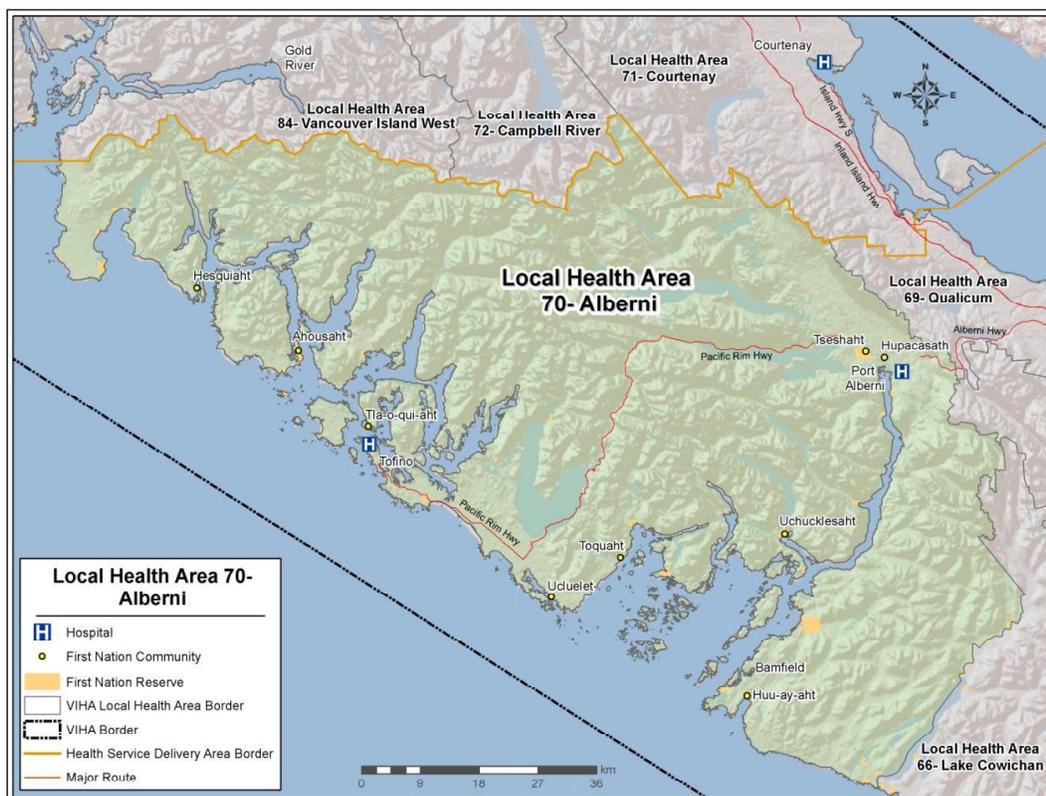
According to the Protocol Agreement, the purpose of the network is to

- i) improve the health status of the Alberni-Clayoquot Communities population and to

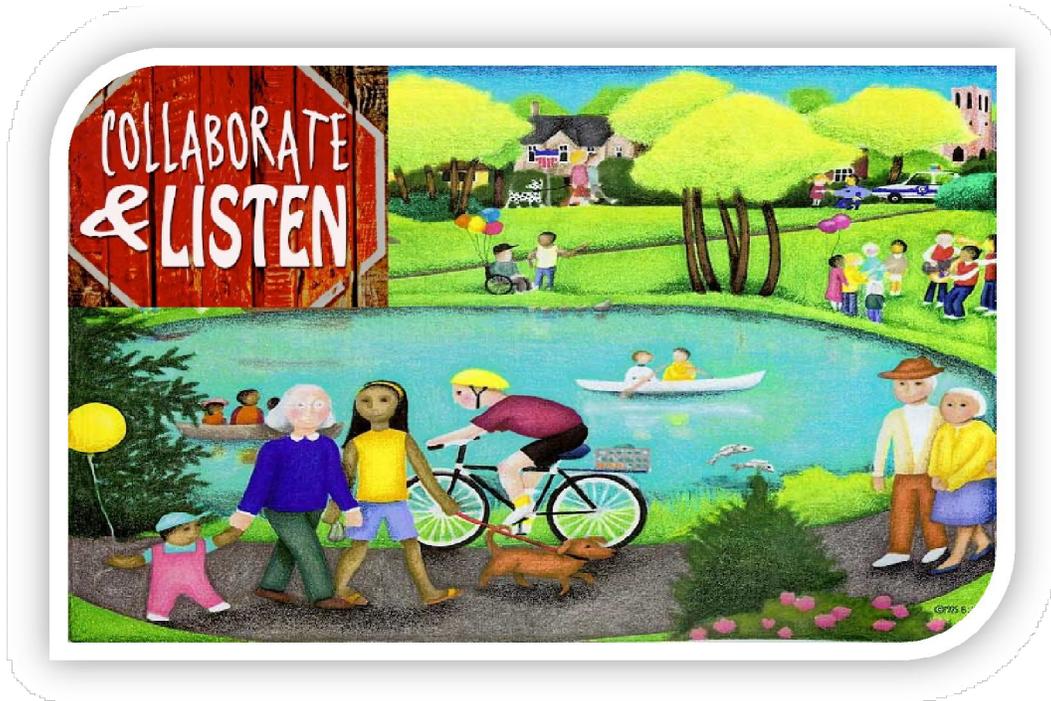
- ii) support local governments in community planning as it relates to the determinants of health.

In June 2012 a Coordinator was hired to help create strategic and operational plans for the newly created 'Alberni-Clayoquot Health Network' and a preliminary budget was approved on Sept. 13, 2012, for the period June 2012 to May 2014 (see appendix 1). Based on a member wide survey, stakeholder consultations and group discussions members of the planning committee came together Nov. 1st, 2012 for a Strategic Planning Process and stated that the priority issues for the Alberni-Clayoquot Health Network should include (but not necessarily be limited to):

- **Network Development**
- **Healthy Children and Youth (0 - 18)**
- **Affordable and Accessible Regional Transportation**
- **Affordable Housing**
- **Health Literacy**



# Vision / Mission / Purpose



## The Alberni-Clayoquot Health Network (ACHN)

### OUR VISION

***"Healthy & Connected People & Places"***

### OUR MISSION

*The Alberni-Clayoquot Health Network fosters healthy and connected people and places by enabling dialogue and understanding amongst citizens and stakeholders in order to speak with a collective voice on regional and local health issues. The Network is a community driven mechanism that helps to build partnerships and capacity, share concerns, ideas and resources and create innovative solutions that impact the social determinants of health and work towards sustainable healthy communities.*

(Check out a short [digital story](#) about 'Network Building' for healthier communities on Vancouver Island!)

## OUR PURPOSE

### The Alberni-Clayoquot Health network aims to:

- involve a variety of sectors which have the potential to impact on the determinants of health
- involve stakeholders in an ongoing process of deliberation, needs assessment & priority setting
- focus on setting priorities and mobilize solutions that build on community assets and strength
- enhance the skills, abilities, resources, and commitment of communities and community members to care for each other, nurture unique talents and leadership, and act on challenges and opportunities the community faces.
- impact the health and vitality of Alberni-Clayoquot communities in a positive, sustainable manner through collaboration, education, communication and cooperation.

## OUR VALUES

- **Inclusion:** We are open to anyone that wants to be involved and recognize, encourage and value each other's contributions.
- **Learning:** we share knowledge, listen to each other, explore new ideas and apply information in ways that generate new understanding and solutions.
- **Compassion and Respect:** We have compassion for all people with whom we interact and are mindful and respectful of differing opinions.
- **Hishuk ish tswalk:** We embrace the Nuu-chah-nulth world view that everything is one and all is interconnected and health is holistic in nature.
- **Connection, Collaboration and Sharing:** We cultivate relationships, connect people to each other, promote a culture of participation and sharing of resources in order to better serve our communities and advance the common good. Together we are better.
- **Sustainability:** We are accountable with the resources entrusted to us, strive for cost-effectiveness and efficiencies and aim towards sustainability of solutions and initiatives.
- **Innovation:** We want to constantly find better and more efficient ways to serve our communities.

### There are many ways to work together

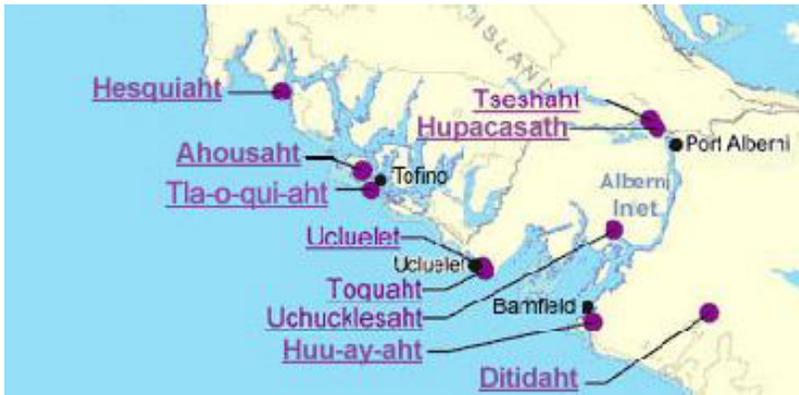


**Together we are better!**

## OUR GUIDING PRINCIPLES

In all that we do, we:

- employ a population health approach that focuses on improving the health and well being of the entire population of the region and across the lifespan.
- focus on the social determinants of health and address policies that impact health inequities.
- believe that health is a shared responsibility and that collaboration leads to innovation.
- are solution oriented & committed to building on community assets, strengths, efficiencies, social capital and reduce duplication.
- utilize approaches that build knowledge, health literacy, capacity and citizenship.
- acknowledge that local realities, population demographics, socio-economics and health indicators can vary significantly (remote, rural, urban).



- recognize that the Health Network exists within the territories of 10 Nuu-chah-nulth First Nations. We strive to find new, better and culturally appropriate ways to collaborate, plan and work together and that legitimize traditional knowledge.

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# Goals & Objectives

## GOAL ONE: Network Development

*Recognizing that "the delivery of health care is complex and relies on the connection and collaboration of many. We work in partnership and share responsibility with our colleagues, clients, communities and government organizations to integrate health services and improve population health". (VIHA's 2008 Strategic Plan p. 11)*

**Objective 1.1** Develop the 'Alberni-Clayoquot Health' Network' terms of reference, governance/ operational structures.

**Objective 1.2** Convene regular meetings of Admin, Planning and Sub-committees in order to build relationships, discuss issues, priorities and make recommendations for action.

**Objective 1.3** Sponsor/ host forums around the region focused on community concerns and priorities and that are in alignment with the principles, values and goals of the health network.

**Objective 1.4** Host capacity building workshops and other opportunities for knowledge exchange.

**Objective 1.5** Develop and support sub-committees and working groups as needed.

**Objective 1.6** Produce and distribute a monthly e-newsletter, manage website, social media, utilize local media and engage in outreach activities in order to communicate important information and build the network.

**Objective 1.7** Help to build, share and access social and financial capital in the region through the creation of new partnerships and initiatives aimed at addressing regional priorities.

**Objective 1.8** Create connections and collaborations with partners and stakeholders beyond the region to increase capacity and bring knowledge, resources and opportunities, to the region.

**Objective 1.9** Support policy recommendations that aim to remove barriers and create incentives in order to improve socio-economic status, reduce health inequities and increase health outcomes of the most vulnerable in the region.

**Objective 1.10** Conduct activities related to sustainability planning and outcomes based evaluation for the Network.

## GOAL TWO: Healthy Children and Youth (0-18)

*Recognizing that the environments that children grow up in and are exposed to in early life affect health, from in utero influences to families, schools, neighborhoods and beyond. As well, early nutrition and healthy physical, mental and emotional development are critical to building resiliency and good health outcomes. According to First Call: BC Child and Youth Advocacy Coalition's report card (Nov. 2012), BC had the second-highest rate of child poverty among the provinces in 2010, at 14.3%. High levels of income inequality have been linked to greater infant mortality, crime, mental illness, addiction, and obesity, as well as reduced educational outcomes.*

**Objective 2.1** Strengthen/ increase the capacity of the three inter-sectoral networks for children (Coastal Family Resource Coalition, Aboriginal Early Childhood Development Table and Alberni Children First Network).

**Objective 2.2** Objective 2.3 Sponsor/ host community forums focused on topics related to healthy children, youth and families in the region.

**Objective 2.3** Develop and support regional children and youth sub-committees for the network.

**Objective 2.4** Participate in the Comprehensive School Health strategy committee work and roll-out activities.

## GOAL THREE: Affordable & Accessible Regional Transportation

*Recognizing that "access to prevention, early detection, treatment or support services... make good health status even more difficult to achieve in rural or remote areas... People living in rural communities generally need to travel longer distances, and often on more dangerous roads, for work, shopping and other reasons." (Canadian Institute for Health Information CIHI). In addition, lack of public transportation makes the search for the basic things in life – jobs, housing, food, social, recreational and cultural opportunities – a constant challenge and that physical distance often creates social distance in rural communities. (Primer to Action: Social Determinants of Health, Ontario Chronic Disease Prevention Alliance).*

**Objective 3.1** Participate in discussions/ actions that will result in a feasibility study being conducted regarding public transportation options for the region.

**Objective 3.2** Conduct community engagement activities related to the issue including a community forum/ key stakeholders gathering.

**Objective 3.3** Promote the development of active transportation initiatives in the region.

## GOAL FOUR: Affordable Housing

*Recognizing that housing is essential to a healthy life. Provincially, BC residents have identified housing-related social issues such as affordable housing as the most significant issue facing their communities. In Alberni-Clayoquot this is very much the case as well. While the region enjoys some of the lowest housing costs on the Island, 39% of renters are spending more than 30% of their income on rent (LHA 70 profile pg. 9). Given that the region also has a higher number of people receiving income assistance means that many are either already experiencing homelessness or the negative impacts of 'housing insecurity'.*

**Objective 4.1** Participate in regional committees / tables on affordable housing, homelessness and social planning.

**Objective 4.2** Formalize relationship / create and support a regional affordable housing sub-committee to the health network.

**Objective 4.3** Support policy recommendations that aim to remove barriers to safe and affordable housing.

## GOAL Five: Improve Health Literacy

*Recognizing that the majority of adult Canadians (60%) do not have the necessary skills to manage their health adequately (Canadian Council on Learning (CCL) Report 2007). The Canadian Public Health Association defines health literacy as: "Skills to enable access, understanding and use of information for health" and that requires more than one literacy skill—prose, document and numeracy—often simultaneously. These literacy skills are used for a wide range of daily tasks, such as making healthy lifestyle choices, finding and understanding health and safety information, and locating proper health services. According to the CCL health literacy [map](#) for BC, 48% of the Alberni-Clayoquot population functions at a level 2 or below which is classified as the capacity to deal only with simple, clear material involving uncomplicated tasks. "People at this level may develop everyday coping skills, but their poor literacy makes it hard to conquer challenges such as learning new job skills."*

**Objective 5.1** Promote key pillars of chronic disease prevention including healthy eating, active living, tobacco cessation and healthy built environments.

**Objective 5.2** Develop a regional working group/ sub-committee that develops and supports initiatives that increase health literacy.

**Objective 5.3** Promote / help to develop / improve and expand 'healthy literacy' among already existing literacy and First Nations organizations / initiatives in the region.

**Objective 5.4** Connect with / support initiatives aimed at improving health literacy within the region including Healthy Schools BC, SD#70 and other educational outreach and institutions.

# Who Are We?

**As of Dec. 2012 the Network list includes representatives from the following:**

- Alberni-Clayoquot Regional District
- Alberni Community & Women's Services Society
- Alberni Valley Hospice Society
- Alberni Valley Social Planning Council
- Association for Community Living
- City of Port Alberni
- Clayoquot Biosphere
- Coastal Family Resource Coalition
- District of Tofino
- Fir Park/Echo Village Seniors Group
- GYRO Youth Health Center
- Hesquiaht First Nation
- Huu-ay-aht First Nation
- Literacy Alberni Society
- Make Children First
- Ministry of Social Development District
- MLA Scott Fraser
- NIC Students as Leaders & ACWS
- Nuuchahnulth Tribal Council
- Pacific Rim Health Care Cooperative
- Pacific Rim Hospice Society
- Port Alberni Friendship Center
- Port Alberni Mental Health and Addictions
- Port Alberni Public Health
- Port Alberni Shelter
- RCMP
- Salvation Army
- School District #70
- Tla-o-qui-aht First Nation
- Tofino General Hospital
- Tsawaayus (Rainbow Gardens)
- Tseshaht
- Uchucklesaht
- Vancouver Island Crisis Line
- Vancouver Island Health Authority
- Village of Ucluelet
- WC Community Resources Society
- West Coast General Hospital Foundation
- West Coast General Hospital

# Strategic Plan Timeline

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**2012-14**

- June to December 2012**
- Coordinator & Admin Hired
  - ACHN Educational Day Forum
  - Strategic Planning
    - LIRN application to support process
  - \$500,000
  - Survey and Results
  - Prioritized List of Projects Initiated
  - Terms of Reference
  - Budget approval
  - Timeline
  - Newsletter
  - Facebook
  - Website
  - MOU's with Children Networks
  - Health Literacy Sub Committee
  - Transportation Study request to ACRD
  - Meetings Outreach
  - Application Acceptance to U.W. PPI
  - 125 Members



- January to December 2013**
- Functioning Sub Committees
    - Children
    - Youth
    - Transportation
    - Health Literacy
    - Poverty Reduction
    - Charter
    - Sustainability
  - Bi Monthly Planning Committee Meetings
  - Monthly newsletter, Facebook etc.
  - Monthly Networking Meetings
  - 3 Community Forums
  - Involvement in Public Policy Institute
  - Draft "Healthy Communities Charter"
  - Capacity Building Workshop
  - Transportation Study underway
  - Food literacy Campaign underway
  - Outcomes evaluation plan
  - 250 Members



- By May 2014**
- Sustainability Plan
  - Digital Story
  - Evaluation Report
  - Strong Practical Governance Structure
  - Commitment to more \$ - Grants, VIHA, etc.
  - Sub Committees
    - Children
    - Youth
    - Transportation
    - Health Literacy
    - Poverty Reduction
    - Charter
    - Sustainability
  - Regional Forum
  - Improved Regional Transportation
  - Healthy Communities Charter adopted by Municipalities and FN's
  - Sub Committee Success Stories
  - >300 Members

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# Summary

The Alberni-Clayoquot Health Network was established in April 2012 through a Protocol Agreement and a one time \$500,000 grant from the Vancouver Island Health Authority to the Alberni-Clayoquot Regional District in order to:

- i) improve the health status of the Alberni-Clayoquot Communities population and to
- ii) support local governments in community planning as it relates to the determinants of health.

The mission of the network is to foster healthy and connected people and places by enable dialogue and understanding amongst citizens and stakeholders in order to speak with a collective voice on regional and local health issues. The Network is a community driven mechanism that helps to build partnerships and capacity, share concerns, ideas and resources and create innovative solutions that impact the social determinants of health and work towards sustainable healthy communities.

As a result of a stakeholder consultation and strategic planning process conducted over the period June to Dec. 2012, a budget and priority goals were established for the Network for the period June 2012 to May 2014 that include objectives and activities related to:

- Network Development
- Healthy Children and Youth
- Affordable and Accessible Regional Transportation
- Affordable Housing
- Improved Health Literacy

In addition to the above, the Network will look at ways to enhance and sustain its' priorities and activities and create innovative solutions that impact the social determinants of health and work towards sustainable healthy communities.

## Appendix 1 - ACHN Budget approved Sept. 13, 2012

Item	Amounts	Description
Coordinator	\$110,000	Wages - \$55,000 X 2 years
Admin Support	\$30,000	Wages - 1.5 days/week X 2 years
Forums	\$48,000	8 x \$6000 - speakers, facilities, travel, food, honorarium, etc.
Meetings	\$9,500	Monthly Meetings & 1 Strategic Planning Session
Capacity Building Workshops	\$20,000	Facilitation, materials, accommodation, travel
Advisory/Network MOU's	\$40,000	Strengthen and support for 3 existing Childrens' Networks
Operating	\$10,000	\$5000/year x 2 - programs, tools, camera, photocopies, name badges, miscellaneous
Laptop	\$1,500.00	Meetings, forums, presentations, workshops etc.
Contingency	\$10,000.00	
<b>Total Expenditures</b>	<b>\$279,000.00</b>	
VIHA Allocation	\$511,392.93	
Projects/Reserve	\$232,392.93	To be allocated based on priorities.



## REQUEST FOR DECISION

**To:** Alberni-Clayoquot Regional Hospital District  
Board of Directors

**From:** Wendy Thomson, Manager of Administrative Services

**Meeting Date:** January 9, 2013

**Subject:** **2013 Committee Appointments**

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**Recommendation:**

**That the Alberni-Clayoquot Regional Hospital District Board of Directors approves the 2013 Committee Appointments as presented.**

**Desired Outcome:**

To make appointments to Alberni-Clayoquot Regional Hospital District (ACRHD) internal committees and external boards, agencies and commissions for 2013.

**Summary:**

In January of every year the ACRHD Board of Directors make appointments to its' internal committees and external boards, committees, agencies and commissions.

The attached 2013 committee list was drafted with input from the Chairperson of the Regional Hospital District and is submitted for consideration by the Regional Hospital District Board of Directors.

**Time Requirements – Staff & Elected Officials:**

Minimal staff and elected officials time.

**Financial:**

As per the ACRD Board Remuneration and Expenses Bylaw, Directors receive remuneration for all committee meetings they attend in which they have been appointed to by the Board of Directors.

**Policy or Legislation:**

ACRD Policy

Submitted by:   
Wendy Thomson, Manager of Administrative Services

Approved by:   
Russell Dyson, Chief Administrative Officer



## Alberni-Clayoquot Regional Hospital District 2013 Committee Appointments

### Alberni-Clayoquot Health Network Administration Committee

- Penny Cote, Chairperson
- Cindy Solda
- Patty Edwards
- Eric Geall
- Laurie Money, (AV Social Planning Council)
- Catherine Gislason, (VIHA)
- Marcie DeWitt (Coastal Family Resources Coalition)
- Shaunee Casavant,  
(Tsawaayuus/Rainbow Gardens)
- David Peterson, (Min. of Social Development)
- Ellen Brown (VIHA)
- Adriane Schroeder, (VIHA)
- Esther Pace (VIHA)
- Sandra Gentleman (VIHA)
- Julie Rushton (Alberni Children First)
- Kathy Waddell (Huu-ay-aht )
- Adrienne Mason (Clayoquot Biosphere)
- Helen Dufour,  
(VIHA)

### VIHA Capital Planning Committee

- Penny Cote
- Cindy Solda, Alternate

### Alberni-Clayoquot Continuing Care Society

- John McNabb

### West Coast Native Health Care Society

- Penny Cote