

**MINUTES**

**Thursday December 12, 2013**

**CVRD Board Room- 6:00 pm**

**Present:** Rob Hutchins Chair: Jennifer Jones, Robin Routledge, Anita McLeod, Gerry Giles, Grant Waldman, Cindy Lise, Jane Hope, Joanna Nielson, Jan Tatlock, Amy Brophy, Laura Court, Jenn George, Georg Stratemeyer, Amrik Prihar, Linda Rosebeck,

**Regrets:** Carol Hunt, Robert Calnan, Sandra Goth, Gus Williams, Denise Williams, Pat Weaver, Gretchen Hartley, Candace Spilsbury,

**Absent:** Bonnie Thomson, Barb Lines,

**Guests:**

**On Leave:**

1. **Welcome and Introductions**
2. **Adoption of Agenda- Moved/second Approved**
3. **Spotlight Speakers:** Caroll Taiji presented the revised Communications Strategy, Branding and Resources. The proposal was well received and plans are underway to do a soft launch in the New Year. Final edits will be made and committee planning regarding the full launch strategy will also take place in the New Year. It was agreed that the “option 1” be adopted. For more information or to view the option 1 template please contact Cindy.
4. **Delegation:** Cindy provided a “CCHN Year in Review” – a look back on the accomplishments and activities undertaken by the CCHN in 2013. A copy of the report will be included with the minutes.
5. **Minutes of November 14 – Moved/second Approved**
6. **Correspondence**
	1. None
7. **Business arising from minutes**
	1. None
8. **CCHN Committee Reports:**

 **Admin Committee-**

* 1. **Budget-** a draft budget for 2014 was presented. Amendments to the budget included increasing the Consultants to $42,000.00; increasing training and development to $4,000.00; and including the Healthy Communities Grant in the Budget document. The 2014 budget amount will be updated to include the changes. The 2013 actual funds will be determined at the end of the year- **at this time the Actual Dollars for 2013 is estimated.**

**Motion: To accept the draft budget for 2014 as amended.**

 **Carried**

* 1. **Business Arising from Admin Committee**
		+ **Insurance-** The Admin Committee is looking in to insurance needs of the CCHN for community events and activities.
		+ **Sustainability-** Discussions are in progress to look at the future of the initiative. There are sufficient funds for 2014 and partial funds for 2015.
	2. **Granting:** A presentation was made to the Admin Committee in regards to the Children’s Play and Discovery Centre. The admin committee recommended that the remaining $550.00 in the small grants project from 2013 be allocated to the project.

**The Children’s Play and Discovery Centre** will provide free drop in story and play time for children aged 18 months to 6 years of age and their families. The little town will include a store, restaurant, fire station, medical centre, First Nations centre, pier and boat and more. The program will run 3 to 5 days a week with a facilitator trained in early childhood education. The facility will be open to schedule organizations at other times. The centre will provide a place where families can play, talk and read with their children. Play based learning will enhance early literacy, social and emotional and physical development. Additional resources such as free books, play materials and ideas will be available for families to take home.

**Motion:**

that the remaining $550.00 of 2013 small grant funding be allocated to the Children’s Play and Discovery Centre.

***Carried***

* 1. **Membership:**  Welcome to new members Amrik Prihar from Literacy Now Cowichan, Jenn George chair of Social Planning Cowichan and co-partner with Candace Spilsbury, and Linda Roseneck the new Executive Director of the Cowichan Hospital Foundation replacing Amy Brophy. Amy will stay on as an Associate member
	2. **Asset Mapping / Data Collection-**The contract has been signed and the first work plan meeting has been held. CCHN members are encouraged to join the committee to support this project over the next 6 months. A retainer of $6,928.00 was provided to Golder at the beginning of the project. This was requested as the CCHN is not a registered society. Cindy will share the minutes from the first planning meeting so CCHN members can get a better understanding of the project. Members are encouraged to contact Cindy if they want more information.
	3. **Communications :**Caroll Taiji’s presentation notes included in the Spotlight Speaker above
	4. **CCHN Liaisons**

**Collaborative Services Committee** – Robin reported on a presentation given by Cindy on how children are fairing in the Cowichan Region. Her presentation resonated deeply with those in attendance. She also presented information on the soon to be opened Children’s Play and Discovery Centre. Cindy reported that following the meeting the Division of Family Practice contacted her with an offer of support for the project. Robin concluded the CCHN update. It was noted that this is a great venue to bring together health and community and it is having an impact.

**Hul’qumi’num Health Hub:** At this time there is no facilitator for the HHH but it is hoped that in the near future the hub will be active again.

 **Choose Cowichan Lake Update:** The community has received great news in that Dr. Gary Toth will be working part time at the Brookside Medical Clinic. Dr. Toth was one of the original family physicians in Lake Cowichan and community members are thrilled to have him back. It is anticipated that two new physicians will be starting mid way through next year. The town is delighted with the outlook that has gone from dismal with no medical services to a new walk in clinic, part time physician, Nurse Practitioner and Integrated Health Care Team!

**Cowichan Lake Multi Disciplinary Team-** The Team will be working out of the Kaatza Health Centre with an anticipated January start. All postings for team members are out and interviews are currently underway. Plans are underway to introduce the team and what services they will offer to the community.

1. **New Business:**
	1. **Update on CDH site Acquisition Forums**- Rob provided a condensed version of the presentation that was provided at the 4 community forums. The presentation generated a rich discussion and interest among CCHN members.

**Physician Recruitment and Primary Health Care-** The CCHN was approached by the Division of Family Practice and Economic Development Cowichan regarding working together to develop a regional physician retention strategy in the Cowichan Valley. In addition the CCHN was asked to work together to move the vision of Primary Health Care in Duncan forward. Because a regional strategy for both topics would include health and community it was requested that the CCHN host a subcommittee to look at both topics. This item was referred to the Admin Committee to review and bring back a recommendation to the CCHN. .

1. **Meeting adjourned at 8:45 PM**

Minutes taken by Cindy Lise