

**Network Meeting**

**MINUTES**

**Thursday March 14, 2013**

**5:30 p.m.**

**CVRD, Committee Room 2**

**175 Ingram St, Duncan BC**

**Network Members:** Anita Mcleod, Barb Lines, Gus Williams, Gerry Giles, Joanna Neilson, Rob Hutchins, Robin Routledge Denise Williams, Jane Hope, Carol Hunt, Jennifer Jones Cheryl Maitland

**Chair:** Rob Hutchins and Jennifer Jones

**Regrets:** Phil Kent, Jan Tatlock, Gerry Giles

**Absent:** Pat Weaver, Grant Waldman, Sandra Goth

**On Leave:** Linden Collette, Bonnie Thompson

**Recorder**: Cindy Lise

**Guests:** Terri Dame, Char Lafortune, Bev Suderman, Sherry White, Mary Dolan, Kate Skye

**CCHN Facilitator**: Cindy Lise

1. **Welcome**, called to order 6:00 pm. with round table of introductions.
2. **Adoption of Agenda** – *Approved by consensus*
3. **a. Spotlight Speaker**: Terri Dame, Char Lafortune, Bev Suderman, Sherry White- Safer Futures- ***Inviting Voice Creating Space***

The women reported on a research project that is designed to find out what barriers exist for women that impact their health and wellbeing as well as what barriers exist for opportunities and access to services. Women from all over the region are being interviewed in a variety of settings to begin to understand gaps and trends that often many marginalized women face. Once the analysis is completed the group hopes to address the issues with organizations and institutions as well as promote policy change.

**Cindy to send out information sheet on Inviting Voice to CCHN members**

**b. Delegation Presentation:** Mary Dolan, Kate Skye**- *A Community Plan for a Public System of Early Learning and Care for BC***

The presentation shared the issues that young families face in regards to; access to

quality child care, high costs of care, lack of licensed regulated spaces and the need for a system of care that supports all families in the province of BC. The Community Plan for a Public System of Integrated Care and Learning was presented. The plan has been the culmination of many years of work from the Child Care Advocates of BC and the British Columbia Early Childhood Educators. The plan would require the support of the provincial government and the implementation of a new social system of care but if implement would provide free child care for families who earn below $40,000.00 per year or $10.00 a day for those earning above that. The delegation asked that the CCHN discuss this plan and consider endorsing it in principle. Members were provided with post cards that can be mailed to the BC government requesting they endorse this plan.

**Cindy is to put presentation on the website for CCHN members to explore further. This topic is to be placed on the April Agenda. Mary and Kate are to be invited back for further discussion.**

1. **Approval of February 14 Minutes, 2013 Network Minutes -***Approved by Consensus*
2. **Correspondence-**

**Letter from Collaborative Services Committee re: Cowichan Maternity Clinic**

Members discussed the value and impact of this important community resource. Discussion was also held that the clinic could face significant financial cuts due to the reallocation of Attachment funds, provided to the clinic through the Division of Family Practice. Attachment funds are now being distributed to communities across the province so less funding has come to the Division of Family Practice to support this project. It was acknowledged by Allison Cutler that VIHA would provide bridge funding for the operations of the clinic. Because this information is unknown at this time, Cindy is to seek clarification. If the maternity clinic is in good standing a report will come back to the April CCHN meeting. If the maternity clinic is struggling to maintain services a request for more information in regards to the benefits analysis or “business case” of the Maternity Clinic would be requested from the CCHN. Once the information is clear a letter of support outlining the importance of the services provided and the need for ongoing sustainable funding would be sent to VIHA and the Ministry of Health.

**Cindy is to contact maternity clinic to determine if they have sustainable funding from VIHA or other sources.**

1. **Business Arising from the Minutes**
2. **Procurement and Purchasing Policy-** Approved by consensus
3. **Confidentiality –** to include updated wording and be brought back to April meeting

**Confidentiality document to be revised at Admin Committee**

**a. CCHN Committees-**

**Admin Committee**

**Business arising from Admin Committee**

1. **Hiring of Commissionaires-** Recommendation

***That the CCHN pay $82.00 per month to have a hired commissionaire present at all CCHN meetings*.-** Approved by Consensus

1. **Spotlight Speakers and Delegation Policy-** Recommendation

***That delegation presentations be limited to 10 minutes per presentation and 5 minutes for questions and answers. That Spotlight speaker presentations be limited to 15 minutes unless previously determined that the subject matter requires more time. If this is the case, spotlight speakers will have a maximum of 30 minutes for the presentation and question and answer period*-** Approved by consensus

1. **Granting-** The requests for small grants proposals were sent out to community organizations this week. Requests for proposals will be distributed through the Cowichan News Leader Pictorial, Ladysmith and Lake Cowichan News Papers. CCHN members are asked to forward the request to all contacts and networks. The response within a few days has been significant so a period of one month will be allowed for the anticipated large number of proposals to come in before decisions are made. As there is only $15,000.00 in funds for grants up to $2,000.00 it is expected that all funds for 2013 will be allocated quickly.

**Budget-**Members were updated on the expenses for meetings from 2012. It was determined that the funds were spent in supplying commissionaires as well as a larger amount of funds were used with the strategic planning sessions. Now that commissionaires are to be included in meeting expenses the network would like to see this broken out in the financial statement.

Gerry is to contact CVRD to have meeting expenses broken out from commissionaire expenses.

**Asset Mapping/ Data Collection-** The committee met and is making the following recommendation.

 ***That the CCHN explore the opportunity to collaborate with Social Planning Cowichan in developing the next Status of the Community Report-*** Approved by Consensus

**Communications-** It was shared that there was an interest in moving forward on a communications strategy for the CCHN. Taiji group has provided a rough draft outline of what is possible to assist the CCHN in strategic planning and the development of a communications tool kit. It was agreed that this piece of work is so important to undertake. The Network asks that the communications committee meet and bring recommendations back to the CCHN in April regards to the plans for a communication strategy that includes the following:

1. Request for proposals from three communications companies who may apply for the contract services
2. What budget line the costs for this contract will come from
3. The services that the contract will provide in the toolkit/ branding strategy

**Website Update**-

The new format of the CCHN website was launched this week. Although the foundation is in place there is still significant work to be done. Cindy cannot know everything about every organization so a request for all members of the CCHN to help and provide Cindy with information for the website was put forward. The colour scheme and look to the website will likely change with the communications strategy and branding that will be under development.

 All CCHN members are requested to provide information for the website. Please forward all submissions to Cindy at cindylisecchn@shaw.ca

**b. CCHN Liaisons**

**Collaborative Services Committee/ Cowichan Division of Family Practice** – no report

**Hul’qumi’num Health Hub**- - Cindy – No report

**Medical Advisory Committee**- Robin, Cindy and Sandra attended the BC Medical Association Presidential meeting at the Quamichan Inn on Wednesday March 13. A report will be submitted for the April meeting.

1. **New Business**
2. That the discussion of the Child Care Plan endorsement be added to the April CCHN meeting
3. Rob was the recipient of the Governor Generals Silver Medal for Community Service and we would like to recognize him for this important reward.
4. This week there were 4 articles in the local paper regarding health. The conversation re: a media or news watch should be placed on the April Agenda. Good news should be going on the website
5. Congratulations to Carol Hunt and the Seniors Foundation for the brilliant work they are doing in regards to Brain Fitness. This is a program with a ripple effect that is having a great impact on our community.

**9. Adjournment**- 9:00 pm