

**Network Minutes**

**Thursday April 14, 2016 CVRD Board Room- 5:30 pm**

**Present:**, Rob Hutchins chair, Robert Calnan co chair, Cindy Lise Regional Facilitator, Jennifer Jones , Sheila Service, Linda Roseneck, Diane Pope, Robin Routledge, Melie De Champlain, John Elzinga, Tom Walker Bob Day, Jan Tatlock, Michelle Staples, Leslie Welin, Amy Trippe Brophy , Gus Williams, Kate Marsh, Dave Ehle,

**Regrets:**, Alison Nicholson, David Robertson, Jane Hope, Denise McKinlay, Denise Williams Valorie Masuda, Douglas Hardie, Aimee Sherwood, Colleen Fuller, Jane Osborne, Travis Peterson, Rhoda Taylor, Gretchen Hartley,

**Absent:** Lori Iannidinardo,

**Guest:** Joy Emmanuel, Kathleen

**On Leave:** Joanna Nielson, Laura Court, Gerry Giles

1. **Welcome and introductions.**
2. **Adoption of Agenda- Moved/second Approved**
3. **Celebrating Network Members – John Elzinga Physical Literacy** John shared how an RBC grant ignited the beginning of an initiative designed to change the culture of the Cowichan Region in regards to creating “physically literate individuals who move with competence and confidence in a wide variety of physical activities in multiple environments that benefit the healthy development of the whole person”. The focus of the Collective Impact Initiative at this time is on children and youth with the potential of expanding to all ages across the spectrum over time. The power point presentation will be sent out to OCCHN members.
4. **Delegation-**
5. **Spotlight Speaker –** Michelle Staples Social Planning Cowichan – Michelle provided a power point presentation outlining the work currently underway at Social Planning Cowichan in creating community snapshots on the determinants of health. The work that Social Planning is doing aligns with the strategic direction of OCCHN and its vision for creating a ‘vitals” like report to supplement the Cowichan Communities Health Profile. Following discussion with Social Planning Cowichan and the intended outcomes of the projects it makes sense to work collaboratively together. Appendix 1 and 2 outline the timeline

**Motion**- That OCCHN support in principle a partnership with Social Planning Cowichan on the 2016 Snap Shot Project and approve in principle allocating $15,000.00 from the Contract/Project budget to Social Planning Cowichan to undertake this work and that the Administration Committee be delegated the responsibility to negotiate and enter into the partnership **Carried.**

1. **Minutes from March 10, OCCHN meeting-**  **Carried**
2. **Correspondence:**
	1. Letter from CVRD appointing 2016 representatives, Bob Day, Kate Marsh and Lori Iannidinardo.
	2. Letter from Island Health announcing the $240,000.00 yearend capacity granting to support the functions of OCCHN for the next three years.
	3. Letter from Child and Family Council requesting information on how to present as a delegation to OCCHN

1. **Business Arising from Minutes**:
2. **OCCHN Committee Reports**
	1. **Business Arising from Admin Committee-**
	2. **Admin Chair**-Rob Calnan has assumed the position of the Chair of the Admin Committee. Rob welcomed any member from OCCHN to join the fun and engaging Admin Team!
	3. **Budget-** Now that OCCHN has received a grant in the amount of $240,000.00 to be allocated over three years a new three year budget was presented.

 **Motion-** That OCCHN support the budget as amended Carried

* 1. **Granting-**
		+ Now that OCCHN has capacity funding the small grants project will resume in the fall of 2016. This year the amount allocated for small grants in 2016 will be $15,000.00. Grants will support the strategic priorities of OCCHN and will be a maximum of $2,000.00 each.
		+ OCCHN applied for the BC Healthy Communities Grant via the CVRD to support EPIC. This grant was unsuccessful although the grant submitted for the Cowichan Regional Airshed Strategy was successful. It should be noted that only one grant was provided for Island Health and we were successful in having the project come to Cowichan
	2. **Membership**-
		+ 1. We said good bye to Victor Nowoselski and Grant Waldman, Laura Court has stepped back but will remain
	3. **Asset Mapping and Data Collection**- Covered in presentation with Michelle Staples
	4. **Website**- no report
1. **OCCHN Liaisons:**
	1. **Collaborative Services Committee**:
	2. **MHSU Collective Impact Initiative:** The “Housing First” concept is being explored as the impact of adequate housing can alter the course of those struggling with MHSU. Examples of inadequate housing and the impact on all ages were shared. Members of OCCHN who have a vested interest in this approach and mental health and substance use are invited to contact Cindy or Melie to participate in planning.
		* **Cowichan Valley Hospice project-** A delegation will be meeting with Island Health on April 15 to discuss the vision of creating a standalone centre of excellence versus engaging in a renovation of Cairnsmore. More information will be forthcoming.
2. **New Business:**
	1. **Letter Writing Policy:**

 **Motion-** that OCCHN adopts the letter proposed letter writing policy as presented. **Carried**

* 1. **Membership Task Force Recommendations-**  Members were presented with a proposed meeting format when OCCHN moves to a bi monthly schedule in September. The new format allows for additional time for dialogue and includes a new section for updates and discussions in regards to Collective Impact Initiatives and other collaborative projects underway in the region.Discussion included the following:
		+ Now that the meetings are longer- can we move the meeting earlier in the day to prevent it from going too late into the evening? The answer was yes
		+ There is a concern that the momentum and the connection to the work might waiver in the event that meetings are spaced further apart. It was agreed that the changes will be monitored and an evaluation will be done within a couple of months to determine if the bi monthly meetings are working.
		+ An electronic voting policy will be required in the event that decisions will need to be made in between meetings. Leslie will send Cindy a copy of an electronic voting policy that may be used.
		+ Changes to the Terms of Reference may also be required. Recommendations regarding any changes will come forward in the coming months.
		+ Change in Venue- Changes in the meeting format will require a change in the venue to allow for growth in membership. Clements Centre Society has an opening that has come available on the second Thursday of the month. Clements Centre Society is a good option as it is located centrally on a bus route, has a kitchen that includes access to dishes, cutlery and a dishwasher, has the space required and includes a screen and microphone. A projector will be required. Clements Centre Society has also been the main provider of the meals for OCCHN so it would simplify food preparation by being located in the same venue. The cost would be approximately $75.00 per usage. The costs of the rental would be offset by no longer requiring security.

**Motion-** It was recommended that OCCHN proceed with moving its meeting location to Clements Centre Society beginning in September 2016, and that OCCHN explore the option of purchasing a projector for Clements Centre. **Carried**

**NEXT MEETING THURSDAY May 12 6:00 PM- Dinner served at 5:30**

Minutes taken by Cindy Lise- Meeting adjourned at 8:10 pm