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**Network Minutes**

**Thursday June 10, 2014 CVRD Board Room- 6:00 pm**

**Present:** Rob Hutchins -Chair, Denise Williams, Amrik Prihar, Gus Williams, Sheila Service, Joanna Nielson, Val Crossley, Anita McLeod, Gerry Giles, Jane Hope, Jan Tatlock, Candace Spilsbury, John Koury, Melie De Champlain, Amy Trippe Brophy, Regional Facilitator Cindy Lise

**Regrets:** Gretchen Hartley, Jennifer Jones Co- Chair, Robert Calnan, Georg Stratemeyer, Grant Waldman, Jenn George, Isabel Rimmer,

**Absent:** Linda Roseneck, Pat Weaver, Bonnie Thompson, Laura Court,

**Guests:** James Van Hemert, Helga Veela, Heather Nash, Kathleen Sheppard

**On Leave:** Robin Routledge

1. **Welcome and introductions.**
2. **Adoption of Agenda- Moved/second Approved**
3. **Delegation:** None
4. **Spotlight Speakers:** None
5. **Presentation of Communities Profile Project- James Van Hemert Golder Project Lead**

James presented the overview of the DRAFT Communities Profile Project, GIS maps and asset maps. James briefly highlighted the strengths of our community but the focus on the presentation was to draw attention to areas where Cowichan is faring poorer than the provincial norm.

This project is one step in our journey as the asset maps will need to be expanded and enhanced in the coming months. (The template has been put in place and it will now go back to the communities to assist with providing information on assets that do exist). There were concerns that the asset maps only focussed on not for profit programs but members were reassured that this was a starting place and once all community map templates are in place that supporting businesses and other assets will be included.

It was also noted that the project does not stop at the Network table and that plans will be put in place using the Healthy Communities Grant to bring the entire Communities Profile Project out to the communities in the fall. Information for the asset mapping and identifying priorities for actions as well as those best able to address the priorities will also take place when working with the network and the communities.

The completed project will be distributed to all Our Cowichan members within a few short weeks. The July 10 Network meeting will focus on action planning and how we move the project forward.

Network members were asked to review their agencies mandates and goals to see where they fit within the mandate of Our Cowichan and this project. (Our Cowichan Vision, Mission and Goals are all posted on the Our Cowichan Website)

1. **Minutes of May 8, 2014 Approved**
2. **Correspondence**: A letter from Dr Paul Hasselback was received congratulating Our Cowichan for being the recipient of the Healthy Communities Grant. Dr. Hasselback offered the assistance of the Central Island Medical Health Officer’s Office for the work that we will be doing.
3. **Business arising from minutes** –
   1. None
4. **CCHN Committee Reports:**
5. **Admin Committee-** 
   1. **Budget-** the financial statement was approved as presented- It was noted that remaining allocations of funding from 2013 for the small grants project did not transfer over to the 2014 budget line items
6. **It was recommended that Our Cowichan Allocate $550.00 back to the Small Grants Project to bring it back to $20,000.00.**

**Carried**

It was also noted that the same issue has been discovered with the contract for consultants in

that the amount allocated in 2013 was not carried over into the 2014 budget. This will be

reviewed at the Admin Committee and will come back to the Network in the July meeting.

**b. Business Arising from Admin Committee**

* + - Robin Routledge will be away on medical leave- we send best wishes to Robin for a speedy recovery and return to Our Cowichan
    - Our Cowichan will be presenting our new branding, update of successes and progress to date to Island Health in July
      * + Planning is underway to update our Strategic Plan for September or October. It was

noted that at this time many of the items identified in the 3 Year Strategic Plan have

been completed. Network members will be provided with a copy of the 3 Year

Strategic Plan for review and action planning at the July 10 meeting.

1. **Granting:** OCCHN has now distributed the calls for proposals for small grant applications. The grants will be accepted until October 1, 2014. Selected projects will be brought to the October Network meeting for endorsement and the funds will be distributed immediately thereafter.
   1. It was noted that one of the documents that was circulated had the November date from last year. Cindy to resend the RFP and ensure that it is accurate on the website.
   2. It was also noted that the media release stated that Our Cowichan was not for profit when we are not a not for profit organization.
   3. It was also noted that the results of the Communities Profile Project will be taken into consideration when looking at the proposals that have been submitted to see if the projects align with improving health outcomes in identified areas.
2. **Membership:** Welcome to Melie De Champlain!
3. **Asset Mapping / Data Collection- update**- ( presentation by James Van Hemert)
4. **Communications:** Members received copies of the new brochure to distribute. The communications committee will be meeting at the end of June.

**Website**- The new website is now LIVE! Members reported that the improvements are significant. The Communities Profile Project and Maps will be loaded onto the Our Cowichan Website as soon as it has been signed off and approved by the Network Members.

**Collaborative Services Committee** –Written report submitted-

**Choose Cowichan Lake Update:** Written report submitted- A question was posed asking why the physicians working in the Cowichan Lake region were not filled to capacity. The response included that many patients moved to Duncan when the physicians left the Cowichan Lake area and have not made the shift back to services in Lake Cowichan. Getting the message out to Cowichan Lake residents that the physicians and services exist within their own community is now underway. There is a fear that if residents don’t use the services they may once again lose them.

**Cowichan Lake Multi Disciplinary Team**- There will no longer be regular updates for this committee as the team is up and running. As with the physicians educating the community members that the services now exist is also in progress.

1. **New Business:**
   1. **Hospital Site-** The number of possible sites for the future Cowichan District Hospital has been short listed to 9. Work with Island Health, the CVRHD and the contractor continues for the final site selection. Approval for additional funds to move forward has been passed by the board.
   2. **Walk of the Nations-** This year’s Walk of the Nations was a great success. It was believed to have over 300 participants. The new gathering location in Centennial Park was well received as it offered space for the children to play and it promoted the participation from Duncan Manor residents who did not require transportation to get there. There was great entertainment and food too. Plans are underway for next year’s event. Planning is also underway for the One World Festival in October.

**Meeting adjourned at 8:40 PM**

**NEXT MEETING THURSDAY July 10, 2014 CVRD BOARD ROOM – 6:00 PM- Dinner served at 5:30**

Minutes taken by Cindy Lise