

# Oceanside Health and Wellness Network (OHWN) Circle of Partners Meeting Notes

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October 19th, 2017, Arrowsmith Lodge 2:30-3:30pm

R	Sue Abermann (Community Member)	√	Cheryl Rikley (OCP)
√	Marlys Diamond (FORA, OHLA)	√	Courtney Simpson (RDN)
R	Danielle Gayton (Island Health)	R	Deanna Smith (Arrowsmith Lodge)
√	Gerry Herkel (FORA)	R	Renate Sutherland (SOS/OTFH)
√	Brenda Kent (OHWN Regional Coordinator)	√	Janice Tait (Project Lead, Forums)
R	Signy Madden (United Way)	√	Carissa Kazys (Project Assistant, Forums)
R	Esther Pace (Island Health)	√	Sharon Welch (Forward House/OTFH) – CHAIR

## Welcome

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OHWN Chair welcomed the members. There were 5 CoP members at the October meeting. The members present decided to proceed with the meeting with the understanding that we could not vote on any issues due to the lack of a quorum.

## Review Minutes and Action Items

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The chair reviewed the status of the action items from the September minutes.

### ACTIONS:

1. *Island Health will inquire if their communications department would be willing to present to OHWN on how to handle media.* – Deleting this action item. CLOSED
2. *OHWN will continue to meet with RDN to map out the opportunities for alignment.* – OPEN
3. *Chair will contact the OHC and welcome them to join the CoP.* - CLOSED
4. *Network Development Action Group is tasked with developing recruitment strategy for CoP.* – OPEN

## OHWN Administration

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### Coordinator Report

Brenda highlighted activities from her report including: coordinating collective impact coaching with BC Healthy Communities; wrote and circulated Network meeting synopsis; and worked closely with project team on Forum #1 planning, resources, and presentations.

### Outreach Update

OHWN's chair spoke to all but one CoP member to check in. Themes:

- Importance of attendance, particularly with a smaller CoP.
- Remember to focus on the action and impact at our meetings.
- CoP membership are overall happy with the progress of OHWN and feel the leadership is effective.

**December Meeting Cancellation** – Agreement to cancel December's meeting. Reconvene Jan 18<sup>th</sup> 2018.

## Network Development

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Network Development Action Group members explained the proposed application and voting process for new CoP members in the Spring of 2018. Recruitment would take place in Feb/March, and elections would happen at the March CoP meeting. There will be five openings on the CoP, and existing members would be invited to re-apply. The group was satisfied with the initial plan and tasked the Action Group to work on the application package.

**ACTION:** Network Development Action Group will work on developing an application package for new CoP members.

## Action Group Updates

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### Child Wellness

- Stakeholder meeting was cancelled due to low attendance. Action Group will determine a new date for this meeting.
- Rotary should hear this month whether or not they were successful in their grant application to EPCOR to support school food programs.
- Survey of students will take place in November, delivered by public health nurses during grade 7 vaccinations at all SD69 schools. Trouble shooting the need for someone to input the data.
- BC Healthy Communities collective impact coaching workshop will be held morning of Dec 5<sup>th</sup> (8:30-12:00) – CoP members will be invited to attend.

### Mental Health

- Stakeholder meeting was held with front line workers – discussion about youth drug use and the connection to mental health concerns and depression/anxiety, and about the coordination of information between services for youth and young adults.

## Forum Planning and Updates

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- **Presentations at the Forum** - Action Group leads have been asked to offer a short presentation to bring their topic to life. Brenda will speak about OHWN and set the stage for discussions. Coordinator of the OUR Cowichan Health Network will be a guest presenter about successes/challenges, partnerships, and collective impact.
- **Fact Sheets** - Fact sheets for child wellness, mental health, OHWN, and Collective Impact/Health Networks are being finalized.
- **Video** - As part of our grant, we are creating a video to highlight grant outcomes. Island Health videographer will be at the forum and we will interview select stakeholders.
- **Final Report** - Facilitators will be providing a final report written with support of project team. It will be valuable to include the true investments (time, structure, etc) in a lessons learned section.

## Round Table updates

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- Forward House is selling calendars to raise money for renovation.
- Dec 3-5 at Quality Resort Bayside will be showcasing Forward House clients' art
- RDN is being briefed about status of OHWN prior to OHWN's delegation to RDN Board Nov 14<sup>th</sup>.
- Oceanside Health Centre – new program to support home care is being launched, neighbourhood programs, organized by geography so clients have greater consistency of workers and the schedules are better coordinated.

## Next Meetings

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### Mental Health Action Group:

Thursday November 2, 9-10:30am – Forward House  
Thursday December 7<sup>th</sup>, 9-10:30am – Forward House

### Network Development Action Group:

Thursday November 2, 2:00-3:30pm, Oceanside Place Arena  
Thursday December 7th, 2:00-3:30pm, Oceanside Place Arena

### Child Wellness Action Group:

Tuesday November 28, 8:30-10am, Oceanside Health Centre  
Tuesday, December 5th, 8:30 – 12:00, Oceanside Health Centre

### Circle of Partners:

Thursday January 28<sup>th</sup> 2018, 2:30-4:30 – Stanford Place

**Meeting adjourned at 3:10pm**