



Lanark, Leeds & Grenville Healthy Communities Partnership

December 10, 2010

9:00 - 3:30

Smiths Falls Health Unit Office
25 Johnston St., Smiths Falls

Minutes

Present: Nancy Dubois (facilitator), Lois Dewey (chair), Mona Wynn, Onalee Randell, Carole Chang, Katie Jackson, Dr. Paula Stewart, Susan Turnbull, Beth Collins, Keith McPhee, Martha Duncan Myers, Margaret Fancy, Erin McLean, Suzanne Rivard, Richard Kidd, Jeff Kohl, Paula Davio (recorder)

Regrets: Susan Hreljac, Sandra Devaney, Elaine Mallory, Jane Torrance

9:00 ***Refreshments & Networking***

9:30 **Welcoming Remarks – Lois**

1. Purpose of the Session – define recommended actions – choose criteria – decide on a process
2. Introduce Facilitator, Nancy Dubois, The Health Communication Unit

9:45 **Introduction to the Session – Nancy Dubois**

- Overview of the Process – Nancy gave background of where she comes from and what she does – resources available and services available at no cost.
 - HP 101 - overview of health promotion
 - HP 102 - specific overview of Health Promotion specific to Workplaces.
- Group Introductions: with identification of how they came to work within the Healthy Communities partnership.
- Variety of approaches reviewed- (Awareness – Education –Skill development) individually focused – (Supportive environments – community mobilization – policy) environmental aspect, physical support. Comprehensive approach is necessary – sequencing is important.
- Outputs
 - ✓ 1-2 Recommended Actions per Topic – Nancy gave description of the components of the Healthy Communities Fund one of the outcomes is to identify recommended actions. Examples provided by the ministry -
 - ✓ Priority Policy Options across 6 Topics
- Inputs
 - ✓ Community Picture -

10:00 **Recommended Actions - discussion**

- Proposed Format – Topic, Approach, Population, Setting (four elements)
- Examples from MHP&S reviewed
- Factors to consider in setting priorities
 - Examples: Need, Impact, Capacity, Opportunity for Partnerships & Collaborations
 - PEARL (Proprietary/ suitable, ownership, Economic, Acceptability, Resources/avoid duplication/seek integration, Legality)
- In determining criteria, consider - What do you intend to do?
- Appropriateness –is it wanted, needed, does it fit our mandate, funder requirements

- Fit with culture and desires of intended audience
 - Fit with desire, culture of other stakeholders
- Needs/Impact – how many will be reached?
 - Have we listened to our community?
 - Where are the gaps?
 - Is it sustainable?
 - What are the consequences of inaction?
 - Will there be unintended effects?
 - Will the community mobilize? Is there passion/willingness to take on this work?
 - Of those reached, what is expected degree of change
- Achievable?
 - Skills?
 - Allow for flexible approach in region
- Specificity:
 - Clarity on who, what, where, how
- Leverage:
 - Power to 'turn the curve'
- Values
 - Consistent
- Reach
 - Feasible
 - Affordable
- Weighting of Criteria / Need & Nice to Have's
- Group chooses a Need to Have/Nice to Have method of decision-making where specific criteria will be applied, will have to meet the 'Need to Have' criteria to be chosen and will meet as many 'Nice to Haves' as possible.
- Group broke into small groups to consider criteria and ranking of 'Need to Have' v/s 'Nice to Have'
- Priority Setting Methods – group declined the presentation on the 4 methods from THCU with associated pros and cons

12:15 Lunch (provided)

1:00

Setting Policy Priorities

- Factors to consider in setting policy priorities – any differences from Recommended Actions?- No

Need to have

- Need - From both community and picture
- Impact – high potential at least in long term – measurable – upstream impact
- Build Community Capacity – existing or potential (leadership, an existing starting point or potential to start one)
- Achievable – feasible, practical, affordable, sustainable
- Community Acceptability & engagement – potential for people to work on it

Nice to have

- Encourages inter-sectoral action; leverage partnerships
- Alignment with other mandates (organizations, ministries)

2:30

Generating the Options for Consideration

- How to generate the list from which priorities will be selected

Recommended Actions/Policy Priorities Topic Area						
Problem Statement:						
Criteria: Need to Have	Need	Impact	Build Community Capacity	Achievable	Community Acceptability & Engagement	
Criteria: Nice to Have	Intersectoral action	Align with Mandates				
OCDPA messages						
Data	Community profile	Citizen focus groups	Organizational focus groups			
OCDPA Policy Options						
Best Practices						

- Identified a final lens for consideration:
 - Is there balance:
 - Specific/broad
 - Short/long term
 - High risk/population approach
 - Determinants of health
 - Sustainable
 - Watch for overall themes

3:10

Next Steps

- Priority Setting task force will generate a series of problem statements with a list of recommendations for each.
- January 6 meeting of core committee to identify priorities:

ACTION: Lois to send email asking for one issue that stands out in each priority area from the community profile 0- by Wednesday as task force is meeting on Thursday.

ACTION: Keith McPhee to invite: Kevin Kapler, Colin Slack and David North to Jan 6 meeting

ACTION: Lois to invite Mike Poulin and Nikki Collins to January 6 meeting

- January 7-February 1 – Community consultations and e-surveys - community input on draft recommended actions and priorities. Will ask which recommended actions/policy priorities they would:
 - support/get involved,
 - agree with, but will not be involved,
 - disagree with,
 - or are not applicable.
- First week of February – core committee will meet to identify 1-2 recommended actions per topic area and policy direction.

ACTION: Lois to send out a 'doodle' for February meeting date.

3:20

Reflections

- **Process, product, pace** - group provided very positive feedback for Nancy

3:25

Closing Remarks – Lois

LD/pd