**Alberni-Clayoquot Health Network Minutes**

**Wednesday, December 21st , 2016 @ 10:00 am**

ACRD, 3008 5th Avenue, Port Alberni, BC

**Attendees:** Wes Hewitt, Penny Cote, Marcie DeWitt, Dan Schubart, Laurie Bird, Marie Duperreault

**Guests:** Esther Pace IH, Barb Stevenson Better at Home, Luke George Tseshaht First Nation, Sandra Tate FNHA, Ellen Frood, ACAWS, Robyn Monufret IH, Josie Osborne Mayor of Tofino.

**1. CALL TO ORDER**

The Chairperson called the meeting to order at 10:05 am.

The Chairperson acknowledged we are on the traditional territories of the Hupacasath and Tseshaht First Nations.

**2. APPROVAL OF AGENDA & MINUTES**

The Agenda for December 21st was approved.

The Meeting Minutes of November 16th, 2016 were approved.

**3. REPORT FROM IN CAMERA**

The TOP reviewed the applications and determined they will offer the TOP positions to the following:

1. Jeff Kizuk
2. Stefan Ochman
3. Esther Pace
4. Julie Rushton
5. Sandra Tate

**4. REPORTS**

1. Coordinator Report - TOP reviewed the monthly reporting spreadsheet. Marcie reported on activities that she has been involved in over the past month.
2. 1st Draft Budget – Marcie reviewed the proposed 2017 – 2019 Budget and 2016 spending, changes will be made to lines 15 and 16 Action Table TBD and bring to the January meeting for approval to be submitted to the ACRD Board of Directors.

Art of Hosting - Marcie paid $300 tuition (normally $1000), the TOP will subsidize Laurie Bird at the discounted rate of $300.

1. Website Proposals – 30 were sent out, 4 quotes were received. Marcie will email the quotes to TOP members and place them in the drop box, TOP will make decision via email.

Introductions were conducted around the table.

**5. ACHN UPDATES**

1. 2016 Review – Marcie reviewed the monthly report and presented a power point with the year in review. In 2016 ACHN moved forward to implementation. Successes include Transportation – Wheels for Wellness pilot, fundraising and program adoption, Regional Transportation Assets Mapping project. In 2017 projects will include a new website and branding, continue developing community engagement.
2. Table of Partners Acknowledgement- Chair Penny Cote handed out a little gift to the TOP representatives (honey from Great Central Lake).

**6. INFORMATION**

1. Communities on the Move Declaration – follow up from last meeting the ACRD Board of Directors approved.
2. Updates - The group provided updates on their respective organizations.

**7. UPCOMING ACTION ITEMS**

1. Regional 211 Directory – Marcie will investigate further for January meeting.
2. An orientation for new members will be scheduled prior to the January TOP meeting.
3. Marcie to get Sandra in touch with Susan Fox.

**8. MEETING CLOSE**

The meeting adjourned at 12:47 pm. The next meeting of the Table of Partners will be held on Wednesday, January 19th, 2017.