**Alberni-Clayoquot Health Network Minutes**

**Wednesday, October 19th, 2016 @ 10:00 am**

ACRD, 3008 5th Avenue, Port Alberni, BC

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

**Guests:** Heather Shobe, Ellen Frood Executive Director, ACAWA.

**Regrets**: Peter Klaver, Laurie Money, Rebecca Hurwitz, Sandra Tate.

**1. CALL TO ORDER**

The Chairperson called the meeting to order at 10:03 am.

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

Introductions were conducted around the table.

**2. APPROVAL OF AGENDA & MINUTES**

The Agenda for October 19th, 2016 was approved.

The Meeting Minutes of September 21st, 2016 were approved.

**3. Agricultural Literacy in the ACRD**

Agriculture Development Committee Updates - Heather Shoe

Heather Shobe, owner/operator of Eden Tree Farma nd Gardening and contracted to implement the ACRD Agricultural Plan reported on the two projects identified to increase literacy and provide practical tools the Ag Committee is currently working on.

1. 2017 Growers Guide – looking for contributions, editorial content, advertising, promotion or support of the grower’s guide, distribution and funding dollars. The ACRD in the past has sponsored $3000 this ensured all local farmers could participate without cost.
2. Grow Local Program – to provide funding to organizations to increase the ability of BC to grow food locally. The pilot project will focus on increasing local food supply security by supporting local citizens and communities to “grow local” by providing educational resources and hands on practical advice on how to grow their own produce and creating a stronger value and connection for locally grown food and for the agriculture sector to BC. Application deadline is November 4, 2016.

Information will be forwarded for the November meeting of the TOP regarding funding options for the West Coast Growers Guide, there is a small amount remaining from the IH Wellness Grant. Marie will speak with Dieticians regarding content.

A letter of support will be provided for the Grow Local Application to Heather Shobe – Marcie to prepare.

**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. 2016 Clayoquot Biosphere Trust Vital Signs report was handed out Rebecca will update the TOP at the November meeting.

**5. ACHN UPDATES**

1. Table of Partners Member and Meeting Policy - Marcie reviewed the revisions highlighting the changes made in relation to Decision Making and Quorum procedures. Marcie will make changes to statement 3 of the decision making procedures.
2. Table of Partners Information Package was approved (no longer draft form).
3. Transportation Asset Project (TAP) - Marcie provided an update on the TAP project, demonstrating the progress to date. Port Alberni to include Electoral Areas and First Nations.
4. IH Integration Stakeholders meeting October 12, 2016 – cancelled. Marie reported new registered nursing positions have been posted and filled., increased nurse liaison at WCGH and Tofino General now 7 days a week. An RFP for 10-12 residential care beds (level 3 beds) is closing in November. Capacity issues at WCGH have been improving, changes in work flow, began hiring ERP’s (Emergency Room Physicians). The rapid flow thru will be implemented next week. Community Paramedicine will be rolling out in collaboration with BC Ambulance in numerous other communities by September 2017. Kathryn Kilpatrick and Robyn Monrufet will be retiring.

**6. INFORMATION**

1. Communications and Updates

Penny Cote reported on her attendance at the Island Health Capital Planning meeting and the Invitation to attend BC Healthy Communities – Planning for Aging Well Workshop being held in Courtenay on Thursday, October 20th from 10:00 am to 2:00 pm.

Laurie Bird reported 10 students will begin the NIC Health Care Assistant program in February. An offering done in partnership with the Nuu-chah-nulth Tribal Council, a one time funded offering as opposed to the base funded offering.

Wes Hewitt reported 2 community beds for sobering assessment from IH will be opening December 1st.

ACAWS Burger and Beer Night Friday, October 21st at the Blue Marlin Inn.

**7. UPCOMING ACTION ITEMS**

TOP December call for Members. The list of members was reviewed; Marcie will connect with those members who are up for renewal and ask for applications to be submitted.

Add a statement regarding the Go-To Meeting information to the agenda package so members can participate if they are not able to attend in person.

**8. MEETING CLOSE**

The meeting adjourned at 12:25 pm. The next meeting of the Table of Partners will be held on Wednesday, November 16th, 2016.