

MEETING MINUTES
CCN Communications Subcommittee
Thursday June 12, 2003
Teleconference Call

Present:

Suzanne Galesloot, Andrea Licursi co-chair, Nicola Stevens co-chair, Annette Robertson, Anna Barkman and Laura Fitzgerald

1. Approval of May 8, 2003 minutes

Minutes approved.

2. AGM Debriefing
Evaluations of AGM

- Suzanne gave a brief update from the evaluation forms of the AGM. A C-TRAC step student compiled the results. 28 evaluations were analyzed (another 20 were found, which need to be entered).
- Respondents: 50% were CCN members and 50% non-members. 9 from CHR, 6 Health Org., 3 Community, 4 Education, 1 Commodity Group.
- Speakers: Danielle Pratt very positive comments, all ratings highly scaled (4 and 5's). Discussion time was mentioned to be longer. Derrick Thompson & Kelly Blackshaw positive comments as well. Liked practical examples, excellent presentation. Brent Friesen & Ellen Murphy showed low 4's. Overall: Annual event met expectations, would attend future events and very positive overall ratings for the event. Noticed: no questions on evaluation pertaining to displays – should make note for next year's evaluation form. Registration – need to add new emails to contact list and get those actively involved who expressed interest in joining.
- Discussion around distribution of CCN materials from the AGM. It was agreed to post on website the CCN info sheets that were in the AGM package for others to view and post the CFD information sheets on blood pressure and cholesterol screening locations.

ACTION: to post information from AGM on website and have the annual event package mailed out CCN committee members who were not able to attend the annual event (n=20-25).

- Discussed recognizing Kelly Blackshaw's effort and time in coordinating speakers and the event. She had left early and was not fully acknowledged for her efforts.

ACTION: Suzanne to speak with Charlotte Jones about writing a letter of thanks and having a basket of flowers delivered to Kelly.

- Other feedback from AGM: Laura liked the free parking and location was easy to get to. She suggested next year we hold the AGM after lunch and then continue with speakers to encourage greater attendance for the business meeting.
- Nicola received comments that CHR didn't get an email notice. Suzanne commented the message was sent out twice via e-lines.
- No media coverage was present this year. Maybe next year we can approach media about CCN annual event. Could use the CFD or CHR media shops to communicate our message.
- Laura suggested we could do an abridge presentation of the annual event to increase awareness with the Calgary Chambers of Commerce this Fall. They have a Calgary member of Human Resources that we could target. Discussion followed about time, manpower and energy involved to organize something this Fall.

ACTION: Suzanne (on behalf of Andrea) will speak to the Steering Committee at their next meeting about the idea.

- Discussion of the CLANS workshop for this Fall. Suzanne mentioned there are gaps on the invitational list. It was mentioned that Kelly Blackshaw and Danielle Pratt sit on the Health Committee for the Calgary Chamber of Commerce and that they should be contacted to broaden our invitation list for the CLANS workshop.
- CCN Poster: Where Is It? No one seemed to know the location of the CCN Poster. The intention was to have it at the AGM and it seemed to gone missing after CARP. Only one poster was produced.

ACTION: Track down the CCN Poster!

UPDATE: Annette found our poster – yeah! Great detective work Annette. She has agreed to guard it with her courageous wits for the all of Calgary's warm and sunny days. Has summer been and gone already???

3. Next Meeting

- **Tuesday September 16, 2003**
 Time: 5-7 PM
 Location: Health Sciences Centre- Room G383
 (Located in the atrium with the row of indoor trees).
 BYOD (bring your own dinner)

HAPPY SUMMER DAYS EVERYONE!