

CCN PRIMARY PREVENTION WORKING GROUP MINUTES

Thursday, October 16th, 2003

9:00 am – 11:00 am

Room CC 109 – Tom Baker Cancer Centre

Present: Suzanne Galesloot, Jayne Thirsk, Jill Andres, Marni Wilks, Cynthia Smith

Regrets: Heidi Reisch, Corinne Parker, Liz Young, Theresa Cochran

1.0 Additions to Agenda/Approval of September minutes

No additions/changes to the agenda or minutes

2.0 Project Updates

2.1 Toolbox Working Group

- Marni reported on the progress of the Toolbox. The 3 Community Action Groups are in various processes of developing their action plan/ project proposal. Proposals are due by the end of December 2003. Once proposals are accepted, each group will be receiving \$7000 to implement their plan. Money must be spent by June 2004 and groups must report back to the Steering Committee and provide itemized receipts.
- Concern has arisen from Falconridge/Castleridge regarding their action plan. The action plan focuses on developing a brochure to advertise local programs focusing on healthy eating and active living. The concern is that the group did not involve members of the community in the decision making process and development of the action plan. The group agreed to go back and to try to involve the community members.
- The other 2 community groups are drafting their action plans and have many exciting ideas such as holding cooking classes for youth, forming a youth club, etc.
- Jayne wondering whether the Toolbox Committee would be applying for Health Canada funding.

**ACTIONS: 1) Suzanne to send Health Canada funding information to Bretta
2) Marni to email a copy of the Toolbox Project Charter to the PPC committee**

2.2 CLANS

- Suzanne reported on CLANS. Registration closed on October 8th. There are currently 45 people registered. Another 12 invitations have been sent out. A web-based pre-workshop questionnaire has been sent out to participants. Results from the questionnaire will determine the agenda. The CLANS workgroup are busy working on finalizing the details around the workshop, preworkshop package and finalizing the 'Calgary at a

glance' inventory. The inventory is intended to be user friendly and there is the possibility of making it web-based.

2.3 Walk to Work Challenge

- Marni read update provided by Heidi. So far there are 65 participants. The half day workshop on Sept 13th was a success with 50 people attending. One concern is that only ¼ of the people are filling in their log book (via computer). Nicole is looking at ways to make this process easier for participants as she was hoping to provide participants with a monthly summary sheet. She was also hoping to do a mid year and year end survey.
- Suggestions from the group on how to increase participation in filling out the logs included giving out prizes, and having focus groups to collect data.

3.0 Business Arising

3.1 "Obesogenic Environments"

- Lindsay McLaren from the U of C is working with ACB to provide a review of the published literature which focuses on best practices in physical activity AND healthy eating (combined) aimed at preventing obesity.
- She has started up an obesogenic environments listserve which is devoted to discussing and understanding how the physical and social environment, in interaction with individual attributes, impacts on diet and physical activity behaviours and obesity. If you would like more information on this list serve contact Lindsay McLaren at lmclaren@ucalgary.ca
- Jayne and Cynthia have both received invitations to a one day workshop on the prevention of obesity and chronic disease happening on October 30th in Calgary. The workshop is being put on a group of researchers from the University of Calgary Department of Community Health Sciences who are currently working on a Health Canada funded synthesis research project entitled *Integrated Approaches to Chronic Disease Prevention: A Focus on Promoting Healthy Weights and Preventing Overweight/Obesity*. The objectives of this workshop include: 1. To increase awareness in both researcher and user communities about activities and perspectives in their respective domains; 2. To identify how the synthesis of information can be presented and packaged to increase usefulness; 3. To identify the most effective mechanisms through which to share results of the synthesis with a variety of potential users.
- It was suggested that this information be passed on to Bretta from the Boys and Girls Club.

ACTION: 1)As Jayne is attending this workshop, if any PPC members have comments or suggestions relating to the objectives of the workshop, please contact Jayne before Oct 30th.

2) Cynthia to forward workshop information to Bretta.

4.0 Update on Steering Committee meeting

- The CCN has decided in principle to link with the Alberta Healthy Living Network. There is continued discussion of the evolution of the CCN mandate to include a broader inclusion of chronic disease.
- The Steering Committee is requesting prior to Dec 11th that committees review their terms of reference, prepare a one year draft work plan and consider one year and long term resource implications.

4.1 Reflection and planning for the upcoming year

- *Committee Strengths*
- Wide representation (possibly missing a few key players)
- Context of updates/discussion is a valuable component
- *Weaknesses/Challenges*
- Applying work of the PPC committee to work with their organization
- Keeping engaged - some members are not regularly attending meetings
- Challenge of not being directly involved, we need to keep interest high
- *Other thoughts*
- Think of PPC committee's projects as a 'pilot' for agency programs
- Is the PPC committee supposed to be the group that deals with the results of the CLANS workshop?
- The idea of holding a one day strategic planning session after the CLANS workshop was brought forth at this point. The session would address strategic planning, discussion and results of the CLANS workshop, roles and responsibilities of members, revisal of the Terms of Reference. It was suggested that we hold the session in mid January (after results of CLANS are synthesized). Also was recommended that we contract and outside agency to facilitate the session. Possibly someone from Alberta Community Development.

ACTION: 1) Marni to call members not present at meeting and ask them for their thoughts on strengths/weaknesses of committee, interest in the half day strategic planning workshop.

1) Jill to forward Marni contact information for facilitators at Alberta Community Development.

2) Marni to call Alberta Community Development to discuss the facilitation of the strategic planning session.

4.2 Update on Committee Membership

- Richard Hovey resigned as co-chair as he is currently working full time and doing his Ph.D. Would still like to be involved with the committee and will participate when able. It was decided that there is a need for a co-chair on this committee.
- We will look at committee membership in more detail after the CLANS workshop.

ACTION: 1) Marni to type up responsibilities and time commitments of the co-chair and send out to committee. Interested members can contact Marni.

4.3 Revise Terms of Reference

- The Terms of Reference were discussed and suggestions made for revisions. It was also decided that further discussion of the Terms of Reference would take place after CLANS.

ACTION: 1) Marni to summarize discussion of Terms of Reference and send out to PPC group

5.0 Information Sharing

5.1 Nutrition file presentation

- Alberta Milk is sponsoring “Reality Check! 2004 Nutrition File Seminar on February 11th in Calgary . The seminar will feature the first results of the BAAAD (Beyond an apple a day) project and will focus on child health. For more information contact Mary Anne Yurkiw at mayurkiw@albertmilk.com.

5.2 2004 Nutrition Month

- Jayne provided an update on Nutrition Month. The theme for 2004 will be “Eat Well, Play Well” and will target parents, schooleaders, and anyone that can have an influence on children’s eating habits. Tools and resources for the campaign will hopefully be available by late November. For more information got to www.dietitians.ca

5.3 Alberta Healthy Living Network Launch

- AHLN is launching on November 7th from 10:00 – 2:00. There will also be a public forum on Nov 6th. For more information visit the CCN website.

ACTION: 1) Suzanne to put information on the AHLN launch on the CCN website.

6.0 Next Meeting Date

- Due to varying work schedules, members of the group felt that it would be too difficult to set up consistent days and times for the meetings. It was decided that our next meeting wouldn’t be until after the CLANS workshop. The focus of this meeting would be to organize a half day strategic planning session. Potential dates for our next meeting are November 26th (1:30 – 3:00 pm) with an alternate date being December 3rd.

ACTION: 1) Email Marni to let her know if you are available on Nov 26th for a meeting to discuss strategic planning session.

