



October 12, 2002

**Steering Committee Meeting
Room G391, Health Sciences Centre
8:00 am – 10:00 am**

In Attendance Dr. Charlotte Jones, Mr. Ron. Newman, Ms. Carey Shore, Andrea Smith, Suzanne Galesloot

Regrets Dr. Norm Campbell, Ms. Karen Foudy, Dr. Brent Friesen, Mr. Paul Jeffrey, Martin Law, Al Lawrence, Ms. Ellen Murphy, Ms. Janice Stewart, Dr. Karen Then

		Action By/ SC Decision
1.0	Welcome and Introductions Due to the poor road conditions a number of SC members who had confirmed their attendance did not make the meeting. The decision was made to proceed with the committee members who were present.	
2.0	Review agenda and Approval of September 20, 2002 minutes. Minutes approved as circulated.	
3.0	New Issues	
3.1.	Use of CCN Logo A few requests have been made for use of CCN Logo internally and externally. Need for clarification of the process for approval of use.	3.1 Use of CCN Logo Approval of CCN LOGO – via a CCN Steering Committee Agenda Item. Turn around time 4 – 6 weeks for approval. Internal Use of Logo can be approved by Co-Chairs, and/or via email to SC members.
3.2.	Becel Funding – Promotion via CCN & CCN Partners For the month of October, 25 cents from each tub of margarine or bottle of oil sold in Alberta is being donated to the Calgary Health Region Heart Health Program. Most of the funds raised will be donated by the HH Program to CCN and specifically for the CLANS project.	3.2 BECEL Funding Notice of funding to be sent to all CCN members via email update.
3.3.	Advocacy Opportunity re: Pedestrian/Cycling Issues in the U of C/Foothills Hospital/new Childrens’ Hospital area This is an advocacy item that was on the previous priority list of CCN. There is need/opportunity for advocacy for connecting pathways on private lands in the Foothills/U of C areas. Discussion re: this is an area of interest for CCN. Possibly an area of action for the Primary Prevention Committee. Issue being investigated by CPAC (Calgary Pathways & Bikeways Advisory Committee)	3.3 Advocacy Support for Pathways a) To prepare “advocacy” piece and link for email to members and placement on CCN website b) Carey to take to

Primary Prevention Cttee as a possible workplan item.

4.0 Subcommittee Business – As Needed

Most committees have not met since the last meeting.
C Jones reported that the CFD Blood Cholesterol Screening to start in south and NW fire halls soon.

A Smith – Request for the various CCN committees to be active in the website via using the form submission procedure that has been set up.

a) CCN Steering Committee – Committee Chairs to encourage subcommittees and subcommittee members to submit information to the website.
b) S Galeslout to contact Al Lawrence re: Cholesterol. Screening venues.

5.0 Ongoing Business

5.1. Committee membership – Steering Committee/ Sub Committees

List of interested members circulated to CCN SC members. Communications Committee to utilize the listing in recruiting new members

5.1 S Galeslout to follow-up with Communications Cttee re: members.

5.2. Annual Meeting

Martin Law to be approached to take on the task of Chairing and Annual Meeting Committee for CCN.

5.2 R Newman to contact Martin Law re: Chairing the CCN Annual Meeting Committee.

5.3. CLANS Project

Primary Prevention Committee held first meeting re: this project Oct 4/02. Difficulty coming to consensus re: direction of the project. Strategic Planning re: future meetings done with C Jones, S Galeslout and C Shore.

5.3 Steering Committee to be kept informed of the progress of CLANS project.

6.0 Next Meeting & Agenda Items

Next Meeting set for November 15, 2002

Location: CC121 – Alberta Cancer Board Building

Key Agenda Items: CLANS, Committee Reports, AGM