



December 2, 2004

**CCN Steering Committee Meeting
Room G390, Health Sciences Centre
9:00 – 11:00 a.m.**

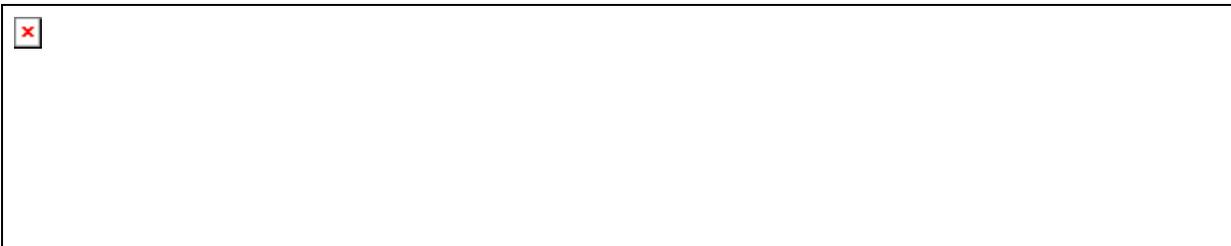
Minutes

Chairs:	Dr. Charlotte Jones Mr. Ron Newman
Present	Dr. Charlotte Jones, Ms. Andrea Licursi, Ms. Cathy Pryce (alternate to Dr. Brent Friesen), Mr. Ron Newman, Dr. Peter Sargious, Ms. Monica Schwann (alternate to Ms. Ellen Murphy), Ms. Lisa Casselman
Regrets	Ms. Judy Backlund, Mrs. Kelly Blackshaw, Ms. Sandra Delon, Dr. Brent Friesen, Mrs. Kathryn Kiss, Ms. Ellen Murphy, Mr. Dennis Rabel, Ms. Annette Robertson, Dr. Peter Sargious, Dr. Karen Then, Ms. Bretta Maloff
Ex-Officio Members	Mr. Rob Crooks, Ms. Gail Fowler

	Action /Action By
<p>1. Welcome and Introductions</p> <p>Charlotte Jones welcomed all CCN Steering Committee members/designates to the meeting.</p>	
<p>2. Review/Approval of December 2 Agenda Approval of October 14 Minutes/Action Arising</p> <p>The December 2 agenda was approved as presented. Minutes of the October 14 steering committee meeting were reviewed and the following items noted:</p> <p>2.1 Website - Andrea Licursi advised that changes to the website structure and a possible new url address will await confirmation of the CCN's potential broader role in chronic disease prevention.</p> <p>2.2 CDPAC Conference – Monica Schwann advised that over 600 people attended the conference. The CLANS poster session was well-attended and generated considerable interest.</p> <p>2.3 CLANS – Lisa Casselman advised that final products have been distributed and the one year follow-up evaluation is underway.</p>	

<p>3. November 5th Strategic Planning Session – Follow-up</p> <p>3.1 Charlotte Jones stated that participants at the November 5th meeting expressed support for greater coordination and linkage of chronic disease prevention initiatives. As well, an overarching body was proposed to support integration of initiatives underway by various coalitions, networks and committees. Lisa Casselman advised that subsequent to the November 5th meeting, Community Prevention of Childhood Obesity (CPCO) and Smoke-Free Calgary (SFC) expressed interest in exploring the proposal for a coordinating body.</p> <p>The steering committee discussed CCN's potential role as the overarching body to help integrate chronic disease prevention initiatives in Calgary and area. Discussions included the relationship of the CCN to the Calgary Health Region's Chronic Disease Management program, possible names for the CCN, and ways of consulting with existing coalitions about the potential overarching role of the CCN.</p> <p>3.2 Based on the discussion, the following decisions were made:</p> <p>3.2.1 The network will be called the <i>Calgary Chronic Disease Prevention Network</i>. In public communications such as through the website, the focus will be on healthy living not just disease prevention.</p> <p>3.2.2 The network will set up consultation sessions with SFC, the CPCO as well as representatives of the Active Living movement. At these sessions, CCN steering committee representatives will explain the CCN's vision for an overarching body, seek feedback from the coalitions about the proposal and discuss the next steps.</p> <p>3.2.3 Existing CCN committees will remain unchanged until there is more clarity about the future role of the CCN. There will be a need to review the mandate of the Communications Committee once the role of the CCN is confirmed.</p>	<ul style="list-style-type: none"> • Lisa Casselman to contact SFC and CPCO and express the CCN's interest in following up on the November 5th session by attending the coalitions' steering committee meeting; and discussing the proposal for an overarching body. • Lisa Casselman to prepare communication materials for use at the consultation sessions with the coalitions
<p>4. Committee Reports</p> <p>No reports tabled.</p>	
<p>5. Future Meetings</p> <p>Next CCN Steering Committee Meeting to be set following consultations with other coalitions.</p>	<ul style="list-style-type: none"> • Lisa Casselman to set up next steering committee meeting.

Attachment: CCN Moving Forward – December 2, 2004 (Background and Questions for Discussion)



December 2, 2004 – Moving Forward

Issue: Calgary Chronic Disease Network's possible future role as an overarching body supporting and integrating chronic disease prevention and/or wellness actions in Calgary and area.

Background

In the spring of 2000 an ad hoc group was formed to discuss a coordinated community approach to the control of hypertension and other cardiovascular disease risk factors in the Calgary area. Following a planning workshop in November 2000, the *Calgary Cardiovascular Network* (CCN) was formed.

Initially, the network focused its efforts on increasing coordination, awareness and advocacy of blood pressure prevention and control in the Calgary region. However, the committee mandate expanded to preventing cardiovascular disease and promoting healthy living.

In June 2004, at an annual general meeting, the committee agreed to expand its mandate to chronic disease prevention and adopted a new name – the *Calgary Chronic Disease Network* (CCN). Recognizing that other community coalitions are involved with chronic disease prevention, the network hosted a chronic disease planning day in November 2004. During this session it was proposed that an overarching body be created to better integrate the work of various coalitions involved with the prevention of chronic disease and the encouragement of wellness. It was also proposed that the CCN could become the overarching body with steering committee representation from other coalitions. Smoke-Free Calgary and the Coalition for the Prevention of Childhood Obesity have expressed interest in pursuing this proposal.

In the summer of 2004 the Alberta Healthy Living Network (AHLN) gave the CCN a \$5000 grant to support the development of a Calgary Chronic Disease Strategic Plan. This plan is due by March 31, 2004. Cynthia Smith from the AHLN has offered to meet with local representatives to help further the plan development. This plan is to build on the work of the November 5th planning day and continue to refine this into a cohesive, coordinated strategic plan for the CCN and affiliates.

Items for Discussion and Decision:

- 1) Is the CCN prepared to take on a role as an overarching body? If the steering committee agrees to take on this role then the following questions should also be addressed:
- 2) Does the CCN support the current focus on chronic disease prevention or do members see a broader mandate of promoting wellness?
- 3) How does the CCN incorporate representation from the other coalitions into the CCN? e.g. invite members from the other coalitions to join the CCN steering committee,

- 4) How does the CCN develop the governance for the new, enlarged network and for the chronic disease plan? e.g. establish an ad hoc working group including representatives of Smoke Free Calgary and Coalition for the Prevention of Childhood Obesity. Membership?
- 5) Chronic Disease Strategic Plan Development
 - a) Confirmation of AHLN submission plan purpose
 - b) Accountability with CCN for development and implementation
 - c) Process of work group
 - i) Prepare a draft strategic plan
 - ii) Develop a process for involving rural representation
 - iii) Develop and implement a consultation process for the plan
 - iv) Final approval of plan by steering committee and submission to AHLN by March 31/2005