

The Collaborative Meeting
Thursday May 11, 2017
Brantford Labour Council
1:00pm-3:00pm

	Framework	Lead	Discussion	Decisions	Who
	Welcome Land Acknowledgment Minutes and Agenda Approval	Co-chairs	Christina welcomed the group. JoAnne did the land acknowledgment. The group introduced themselves for some of the new people attending the meeting. <ul style="list-style-type: none"> • Marg said it should fall in the same spot and we are waiting too long to include people who are not in the system right now. We need to make the circle bigger. • Questions of the facilitator-innovation • The tree was created with the issues; we need look at the issues through a strength based solution focused lens. 		
	Business Arising:	Co-Chairs Kathy	a. MOU-Michelle suggested to possibly including someone's name not their organization in the case where someone isn't able to bind their business/organization. Once we have a membership list these are the people that are the members. Any new participants will receive a TOR and MOU. b. TOR approved by group. c. Guidance Structure-defer	The group accepted (a. and b.) as edited.	Action: Tracy will send the final version to the group.
COMMUNICATIONS					
	Name Change Facilitated Process	Kathy	The group worked together to determine a new name for our collaborative 1) Geographic terms - -it was suggested to not have geography in the name. 2) Collaborative 3) Community The group narrowed it down to <ul style="list-style-type: none"> • Healthy Community collaborative • Grand River Health and Well-being Collaborative • Grand River Healthy Collaborative The final decision- GRAND RIVER HEALTHY COMMUNITIES . The tagline will need to be changed. This will be taken to the communications team and report back at the next Meeting.	NEW NAME---- GRAND RIVER HEALTHY COMMUNITIES	

Communication Plan	Kathy	<p>State of the Communications Plan</p> <ul style="list-style-type: none"> • A draft of the template was sent out. • Tracy will resend the meeting request out for May 17th at 2pm BCHU for the Communications Advisory • The communication advisory group will bring back any updated information to the next meeting. If you are interested in being a part of the communication advisory group please let Tracy know. • Google Docs Site-defer <p>We are hoping to have historical reference documents, reports, MOU, TOR, minute's etc. posted to a Google docs site that Dan Brooks will be setting up. This will also be used to orientate new members. This is also in the communications plan and it is on the list of priorities. These documents will be on the website once it is up and running.</p> <ul style="list-style-type: none"> • Lana suggested a few members that we could invite to be a part of the collaborative. She will send contacts to Tracy. • Infographics-These have been very well received. We will continue using these for the next forums. • For each of the forums we will try to provide data that helps to identify what the indicators are and to mobilize on them. We would like to use these indicators to look at in 5 years to show how the numbers have decreased. • Lana inquired as to where a certain group would fit if they have money but not the mental wellness to feed their children. Not every issue is captured specifically; these types of issues will arise. 	<p>Decisions on Branding</p> <p>Jake – Brant county community services. We will reach out to them.</p> <p>Lana to send Tracy contacts</p>	<p>Action: Michelle will send Kathy logo</p> <p>Action: Tracy will send the info graphics to the collaborative</p> <p>Action: Tracy will send Lana the tree.</p> <p>Action: Tracy will remove Lucy, Heather and Lori.</p>
Presentation to City of Brantford Council	Michelle	<p>Michelle advised that a report is going to City Council in regard to Healthy Brantford, Graduate Brantford and Safe Brantford. The City of Brantford has developed a strategic plan that includes a very ambitious social policy platform. The report to Council will outline the three initiatives above (HB, GB and SB) and their intersectionality, a point which the GRHC groups are well aware. The report contains the establishment / commencement of the Healthy Brantford taskforce, which is being constructed to reflect the need identified by the GRHC for a Community Leadership Table. . Invitations to the Task Force will be issued from Mayor. The Task Force is to support HB initiatives and provide direction regarding sustainability. The Task Force will be comprised of community leaders and the Healthy Brantford Connector will be a non-voting member. The report will be published on line once approved.</p>		
COMMUNITY ENGAGEMENT/COLLABORATIVE DEVELOPMENT				
Celebration Breakfast	Christina JoAnne	<ul style="list-style-type: none"> • Christina announced that 83 people attended the breakfast. Christina reported the results from the breakfast and the food forum. Heather has had 6 people interested in attending the food forum. • Christina talked about a way to provide more information to invitees regarding our background ahead of time and before the forums. • Lucy ended adding 3 volunteers to Council on Aging from the Breakfast. 	Format is working well.	

<p>Brant Food Forum</p>	<p>JoAnne</p>	<p>Christina updated the group on the food forum and the next steps.</p> <ul style="list-style-type: none"> • In the future we need to inform the media ahead of time. There was an article in the Brant News. • JoAnne updated on next steps: Pulling the food groups together In June. Expanded access to food, food waste, markets around town, education, land, save the seeds and a policy group that are planning to meet in May. Many people have signed up for each of the different groups. Each of these groups already has 1st steps. The plan is to run all of their plans through the Food Systems Coalition and bring everyone back together as a group to reconnect. • There was question if the co-chairs will be creating the follow up with the groups. • Heather inquired who will be setting up the meetings/groups, etc. • Heather heard from her staff that it should have been longer. • We need to start at the end and work backwards. • The policy group that was created at the food forum created a vision of solutions within their team. • Christina reminded everyone that this was a pilot for all of the upcoming forums. 	<p>Identify key steps- Outcomes or are we allowing each group makes their own and develop the measures.</p>	<p>Action: Tracy will arrange the meeting setup with the groups.</p>
<p>Active Living</p>	<p>Pamela</p>	<p>Planning and Forum Hosts</p> <p>The group discussed if we need sub groups to work within the group and who the lead may be for the Active Living Forum. The YMCA is interested in helping with Active Grand. We need to focus on how we can keep the relationships going, help draw the linkages and not to replicate or duplicate.</p> <p>Our next steps are:</p> <ul style="list-style-type: none"> • Determine what the relationship look like with the collaborative and lead organization. Determine how the actions teams interact and/or will the action teams decide how they connect individually. • We want to build on the structure of what is already happening with the champions instead of creating something new. • The group discussed different options on how to make this happen and how to make people understand all of the elements under active living. The flyer will help describe what active living is. • It was suggested to maybe let action teams know that if you have started a plan, you have our focus and we are here but with all work together. <p>In terms of community engagement element-once the plan comes together how you want this to look and connect other tables so that the design is happening from the community members.</p> <p>For coordination we will need a small advisory group to help mobilize this and keep the ongoing support so that Pamela knows who to connect with. There is other conversations as to who else do we need to include in each of the forums and follow up teams.</p> <p>Ongoing community engagement group-we need a support system for estimate for even proposal purposes the variety of groups that we are going to come up.</p>	<p>Identify Planning Team &/or CE/CD Advisory Group</p>	<p>Action: Pamela will follow up to see if we can extend the forum hours. We will provide a light snack and beverages but guests will have to bring their own lunch or eat before.</p>

	Proposal Development	Christina	<p>a. Ontario Trillium Foundation-Collective Impact-2nd level proposal piece. We need a team to help write this, Anca, Christina, Kathy and Sherry has offered. Trudy has connected us with the person that took her position and we need to have a conversation with the trillium consultant. Kathy will connect. Kathy did self-assessment. There are a lot of stages and are very helpful and it is a lot of work to determine the language and population health goals. The group found it valuable. It is a longer process; you get resources, more resources and then some of the money. If you want to apply. Michelle has had experience with innoweave.</p> <p>b. Grant Writing Team-Christina, Anca, Kathy, Tracy. There will still be an admin support, Kathy coordination, Christina budget</p> <p>c. Engagement Advisory - community engagement/collaborative development. We will have a mechanism who are going to help-James has students that will help with this mid-summer. J Lewis is on board.</p>	Identify Grant Team	<p>Action: Tracy to send out doodle/meeting request for community engagement, advisory group and grant writing team.</p> <p>Action: Tracy will send request for June 27th.</p>
	Evaluation	Kathy for Anca	<p>Preliminary Framework:</p> <p>a. Vital signs</p> <p>b. Process documentation</p> <p>c. Action projects</p>	Further Discussion	
	Adjournment		<p>Next Meeting: Tuesday June 27, 2017</p>	Meeting adjourned at 3:10pm	