

OSNPPH Healthy Eating in the Recreation Setting Work Group

Thursday, April 14th, 2016

9:30 am – 11:30 am via teleconference

Minutes

Present: Katie Neil (Chair), Candice Einstoss, Isabela Herrmann, Heather McMillian, Luisa Magalhaes, Kathryn Forsyth, Elsie Azevedo-Perry, Lisa O'Brien, Heather Martin, Donna Smith, Carolyn Froats-Emond, Emily St.Aubin

Regrets: Paula Ross, Jessica Love, Connie Mallette, Heather Nadon, Jessica MacKay

1.0 Meeting called to order by Katie.

2.0 Welcome to new members- no new members. Laura Goyette on maternity leave – replacement is still unknown.

3.0 Agenda: additions and approval

Add item 6.3 Subgroup Minutes- how it will work

Add item 6.4 OSNPPH HERS role in partnership with NRC,PRO

Add item 6.5 New HERS role to start in July 2016 (Call out for new chair)

4.0 Minutes approved from March 3rd, 2016

5.0 Business Arising from Minutes

5.1 Health Unit Environmental Scan Update: All members to send Katie updates within the standard form. Katie to compile and share document with all members next week. **DONE**

5.2 Communications Resource: Candice will put out a call for members to join the HERS work group. Communications subgroup still open to new members if you are interested. **DONE**

5.3 Partnership subgroup: Isabela to get back to Diane English at PRO and Kim Hodgson at HC Link. Meeting scheduled for May 25 with reps from NRC and PRO and OSNPPH and map out a direction that would work best for all involved.

Action: Isabela to send note once established to Donna re: partnership with NRC and their role, co-lead possibly.

5.4 Communications/resource subgroup: Send examples of resources or documents to Candice if you have anything to support this work. Candice will review resource.

Action: Isabela will share training on change management (appended to these minutes).

5.5 DC's Position Paper on Taxation of Sugar Sweetened Beverages: Katie sent HERSWG feedback to Karen and Evelyn for inclusion with the larger group (OSNPPH feedback as a whole). Kathryn to send the link to the Berkley Media Studies. **DONE**

5.6 Website: Paula contacted Julie on using website with subgroup spaces.

Action: Julie to distribute document that describes the process and video link on youtube https://youtu.be/foe_1b-U70w

6.0 New Business

6.1 Updates from sub-groups:

6.1.1 Partnerships sub group (Isabela)- Next meeting is May 25.
Location: PRO head office - Eglington. Still waiting on confirmation of a PRO representative of attendance with Diane.

NRC→Donna Smith

HC Link→ Kim Hodgson

PRO → Diane English and _____

HERS→ Isabela, Elsie, Candice, Katie (t/c)

6.1.2 Communications/resources sub group.
Donna shared documents with group last week. Jessica M reported that group is investigating what the next resource project will be.
Other updates deferred to next month.

6.2 Update on PRO conference

Dr. Raine's presentation went perfectly with 27 attendees (8+ other concurrent sessions at the same time), feedback was positive. OSNPPH Twitter also promoted presentation. PRO was a great venue to share messages. Presentation slides to be posted on the OSNPPH members page. Cost was more than anticipated. Costs above OSNPPH 500\$ were contributed by SDHU, OCPH and Dr. Raine. Suggested Rhonna Hanning to present next time to reduce the cost.

Action: Katie checking on permission from Dr. Raine to share slides; checking Paula's notes for synopsis. **Isabella** to check with Diane English whether there is a summary of presentation on PRO website.

6.3 Location of Subgroup Minutes

HERS now has Partnerships/Communications folders on the OSNPPH members page. Isabel followed up with website logistics of viewer mode. When user hits publish → sent to Julie for approval → formal post on OSNPPH website.

Subminutes will not be posted, will be shared by email. Isabela or Candice will post final subgroup minutes in main HERS area so that all can view. As it is now, if it isn't published, members of HERS can view.

6.4 HERS role in partnership with NRC, PRO

PRO- Diane offered to be in oversight communications.

NRC- Donna's proposed intention is to spend ½ day weekly on a provincial collaboration contributing to guidelines and policies for toolkit, preparing technical reports and knowledge transfer and exchange.

Consensus- HERS will have an oversight role but may need funds to hire a consultant for parts of the project. Ex. FTE + PRO 0.2 FTE

Brainstorm Summary- HERS can take an oversight role (at minimum) and also possibly develop nutrition standards, deliver webinars on healthy eating in recreation setting. Potential workload of this position will include research, website contribution and development of new documents, updating executive committee regularly.

Time estimated to review tools from communications expected to take ½ - 1 day per week. Isabel also sent request to Health Units who may not be part of HERS but want to be engaged in this initiative. Request also sent to OSNPPH main list serve for membership- to lighten workload.

Alternatively, raise funds for a consultant with designated FTE to take above role

Action- Jessica L to inquire if approval is needed from executive committee to move forward with partnership (as separate agenda item so that it is not mixed with updates from HERS).

Action- Donna to share work plan and all members to discuss HERS ground level role for face to face meeting at May 5th t/c.

6.5 **Upcoming Chair Position Available**

Chair position is available for the July 2016 - June 30, 2017. Katie is stepping down July 2016. 2 co-chairs could be an option as well?

7.0 **Standing Items**

7.1 Possible funding opportunities - no new opportunities reported.

7.2 Healthy Kids Community Challenge –

Carolyn- Sip Smart has 2 parts. Part 1 is a licensed badge program developed in BC and Heart and Stroke that can only be used in school curriculum within the schools. Part 2, Sip Smart Ontario in the community is the community focused initiative that helps reinforce the messages taught in the classroom. There is currently a parent booklet, fact sheet and flavored water recipe cards available on the website to support the sip smart messages/activities. Donna is willing to promote through NRC. Sip Smart is available in English; translation for French resources may be up to \$50,000 but actual cost and funding for resources is unknown at this time.

Update- NRC reported that RDs have agreed to share resources for HKCC. NRC webinar scheduled for May 19: Healthy Beverages in Recreation Setting. Kim Bergeron from Public Health Ontario is presenting how to support policy , and are looking for 1 more person to speak about their experience with implementing policy in recreation centres (positive or lessons learned, preferably lessons learned for others to learn from the process). Ministry is interested in resources to share with project managers.

7.3 **Website-** The problems have been resolved. Member main page includes resources, reports (including Status Report) and minutes. Julie is to populate subgroups.

Action: send published documents to Julie to be posted in subgroup page.

- 7.4 Summary for Liaison Coordinator to OSNPPH Executive
Action: Katie to send update to Jess
- 7.5 Updates from other OSNPPH workgroups- none reported

8.0 Next meeting:

Thursday May 5th, 2016 9:30-11:30 a.m.

Recorder: Heather McMillian

June Recorder: Heather Nadon

July Recorder: Donna Smith

August Recorder: Elsie Azevedo-Perry

5.4 Action Item

[Change Management Guide Booklet – Ryerson](#) - easy to read/use

KOTTERS – 8 STEPS TO IMPLEMENT CHANGE - downloadable e-book



OVERVIEW

<https://www.youtube.com/watch?v=J2FLKfFV93k>

ADKAR

- A **Awareness** of the need for change
- D **Desire** to support and participate in the change
- K **Knowledge** of how to change
- A **Ability** to implement the change
- R **Reinforcement** to sustain the change

<https://www.prosci.com/>

<http://www.change-management.com/>

[Change Management Guide Booklet – Ryerson](#)