

**MINUTES**  
**February 28, 2017**  
**City Hall Ms Quesnel Room 11:00 am – 12:45 pm**

**In Attendance:** Lynnette Winsor, Lori Fogarty, Colleen Gatenby, Tara Johima, Wilma Watkin, Sue Myles, Heloise Dixon-Warren, Wylie Bystedt, Melinda Fellows, Cathy Juric

**Regrets:** Robin Sharpe, Lynda Atkinson, Sue MacNeill, Janet Knopp

1. Welcome and introductions: Designated Chair: Heloise Dixon-Warren
2. Empowering Family Health Stream 1 project completion:
  - Workshops – now completed; successful
  - Evaluation Form Summary-Heloise says the process of compiling information is fairly straight forward.
  - Budget completion, collecting invoices from facilitator, communities and workshop leaders-target all cheques written before March 15, so budget completion is done by due date of March 31. Tara is working on purchasing the required supplies for the Parkland community school garden project, but is experiencing some difficulties with a number of Parkland Community Association members not available to sign cheques. She clarified the timeline and obtained offers for support from Sue and Colleen.
  - Review of final report going to Northern Health by committee members – Heloise is reaching out to project participants to collect evaluations and working on her portion of the evaluation. Heloise will email workshop participants in regards to release for photos taken.  
Melinda made comments on her experiences as a workshop leader and mentioned that it is important that equipment works and is adequate for the needs of the workshop. An example, is having enough heat for the pressure canning workshop, to get enough pressure and ensuring the power point projector/system works.
3. Empowering Family Health Stream 2 application review:
  - Comments on application and target goals- Grant approved; \$7500 for 2017 program
  - Timeline for target goals – money available in April. News Release to go out.  
Discussion about the kitchens being used for the workshops in the communities. Kersley, Bouchie Lake and Wells are good. Parkland does not have access to the kitchen at this time. Tara said the goal is to have it accessible, but works needs to be done.

Melinda will check to see if there is a portable unit available with adequate output.

- Facilitator for workshop component – recommendation from steering committee;  
**MOTION:** Lynnette Winsor moves Heloise Dixon Warren be hired to coordinate and evaluate the workshops for the Stream 2 Empowering Family Health project.

Seconded by Lori Fogarty.

**PASSED**

- Components now deemed sustainable – discuss process:
  - Empowering Family Health blogsite
  - Equipment use in communities – Process for Equipment Use. There are different policies in place for equipment use, but it now belongs to the communities, and it is up to them. Heloise will send the equipment agreement to Tara at Parkland.
  - Promotion of project – It is now time to do a presentation to the Joint Planning Committee about the completion of the 2016 Empowering Family Health project and information about 2107 EFH.
  - Resource Inventory

**4. Dates to keep in mind:**

- P4HC Empowering Family Health Project Stream 2: Notification of acceptance during week of February 20<sup>th</sup>.
- Health Fair – March 4<sup>th</sup> and 5<sup>th</sup> at the Seniors Centre – workshop sign up sheet will be made available for the public.
- Seedy Saturday – April 22 at CNC – Q Town no longer exists due to the new societies act. The next meeting of the Seedy Saturday committee will be on March 16 at noon at the Occidental.

**MOTION:** Heloise Dixon-Warren moves that \$200 be allocated out of the administration fund to create a policy and procedure manual for accounting practices and distribution of funds to be delivered to the Seedy Saturday committee, the new treasurer and other participants of the Empowering Family Health Project. Seconded by Sue Myles.

**PASSED**

- 5. Other-** Melinda wondered if we should take workshops out to Barkerville in the school house. She will talk to Wylie. They could run P4HC workshops in conjunction with Cottonwood House and Barkerville; ideas include cheese making, shop making, preservation and rug hooking.

Heloise mentioned the Imagine Grant and how well the program is going. Encourage rural communities to take the lead.

**6. NEXT MEETINGS:**

NC P4HC Committee – Tuesday May 2, 2017 from 11 am – 1 pm Location TBD

Steering Committee – Monday March 27, from 11 am – 1 pm Longname Society BR

## North Cariboo P4HC Working Group

<b>Name</b>	<b>Position</b>	<b>Organization</b>
Robin Sharpe	Co-chair	CRD-Northern Representative
Lynnette Winsor	Co-chair	NH - Public Health Protection
Heloise Dixon Warren		Growing North Cariboo Society
Lynda Atkinson		Kersley Farmers Institute Growing North Cariboo Society
Lori Fogarty	Secretary	FARMED; Growing North Cariboo Society
Wylie Bystedt		Quesnel Farmers' Market / Wells Marketing
Colleen Gatenby		Quesnel Community Gardens
Susan MacNeill		Seniors Advocacy Service
Laurey-Anne Roodenburg		City of Quesnel
Tara Johima		Parkland Community Association
Sue Myles		Bouchie Lake Community
Janet Knopp		Growing North Cariboo Society / FARMED
Wilma Watkin		FARMED / Growing North Cariboo Society
Cathy Juric		North Cariboo Aboriginal Family Program Society
Sharon Primeau		Wild 'n Crafty
Lindsay Read		Wells & District Community Association
Melinda Fellows		Bowron Lake / Wells Community
Melanie Dydynsky		Nazko
Michelle Jeff		Nazko