

		Date: October 5, 2020
		Time: 1:00 – 3:00PM
Meeting Minutes: PVN O&A Committee		
Attendees Pamela Jessen-Patient Partner, Sherri Mytopher- Patient Partner, Christina Thomas-Doctors of BC, Adrienne Breen-Island Health, Lindsay Arscott- Ministry of Health, Tina Strudsholm-Northern Health, Colleen McGavin – BC Support Unit, Helen Chiu- BC Renal, Megan O’Reilly- Patient Partner, Jim Cawsey-Patient Partner, Kate McNamee-PHC, Kris Gustavson-PHSA, Bev Pomeroy -Patient Partner, Joe Bring, Patient Partner, Vikram Bubber Patient Partner, Jim Cawsey – Patient Partner, David Watts- Patient Partner, Jean Shepherd – Patient Partner, Karla Warkotsch- Interior Health, Luka Poljak – Patient Partner, Prachi Khanna – Patient Partner, Ruhee Mardhani – BCPSQC, Tammy Hoefler-BCPSQC		
Guests: Ashley Clark, BCPSQC, Cassy Mitchell, BCPSQC, Arushi Sharma, BCPSQC & Kira Tozer, BCPSQC		

Discussion Topic	Key Notes	Action Items	Responsibility
Approval of the Agenda & Previous Minutes	Meeting agenda and minutes approved.		
Terms of Reference	Updated TOR has been endorsed & approved		
O&A Member Update	New Co-Chair: Pamela Jessen New Co-Vice-Chair: Vikram Bubber Farewell & thank you to past members: Kyle Warkentin, Esther Storvold, Cindy Charleyboy, Jim Cawsey, & Kevin Barry Welcome to our new Patient Partners: Prachi Khanna, Jean Shepherd, Maria Klement, David Watts, & Luka Poljak		
PVN Ambassador & Connections Working Groups	Ashley Clark & Cassy Mitchell provided an update about PVN’s Ambassador and Connections working groups including the purpose of the working groups, the work done to date and what the next steps are. Key suggestions: <ul style="list-style-type: none"> - Look into PCORI – they have a well-run and highly-developed ambassador program– highly evolved - Use both infographics presented and brand the PVN Ambassador & Connections working groups with it on T-shirts, mugs, etc. Allows us to foster a sense of and promote community 		

	<ul style="list-style-type: none"> - Look into cancer agencies and groups that have ambassador programs <p>Key questions:</p> <ul style="list-style-type: none"> - Will ambassadors be compensated? <i>Ministry of Health guidelines will be adhered to.</i> - If other programs are willing to do an ambassador program or a peer-mentorship program – is there opportunity that we could collaborate? <i>We can share recommendations from the working groups and certainly talk about collaboration.</i> 		
Update on Patient Partner Compensation Report	<p>Update from Lindsay Arscott – Director of Primary Care Quality, Primary Care Division, Ministry of Health</p> <p>Key highlights:</p> <ul style="list-style-type: none"> - The Guidelines and Protocols Advisory Committee (GPAC) at the Ministry would like to look further into Patient Partner Compensation Report and see how we want to move this report forward and the actionable findings. - Honouring the work on the report and all of the input that was provided by O&A and our PVN PPs - The report can be released but we would like to hold off until we have decided on the actions that come out of this report as this will inevitably be a question for Patient Partners 	Lindsay Arscott and GPAC will report back to the O&A on the progress of this work	
PVN Website Redesign	<p>Arushi Sharma, Communications Specialist at the Council provided an update about the PVN Website redesign project. She shared samples of what the website looks like including sample text, rebranding colours/images, accessibility upgrades, change in content and navigation.</p> <p>Suggestion:</p> <ul style="list-style-type: none"> - Use stock images of diverse groups on the website (i.e. Pexels & Unsplash – free content); important for folks to see themselves on PVN if we really want to promote and 	Arushi to send draft website pages for review and feedback from O&A once available.	

	<p>cultivate safe, diverse and inclusive environments</p> <ul style="list-style-type: none"> - Use as little jargon as possible 		
Strategic Plan Working Group Update	<p>Kira Tozer, Strategic Initiatives Lead provided an update on PVN’s Strategic Plan (SP) renewal.</p> <p>Key highlights include:</p> <ul style="list-style-type: none"> - A Strategic Plan Working Group was established with Patient & Health Care Partners, including members of the O&A to help develop a stakeholder consultation plan including engagement questions. - The BCPSQC also has a SP up for renewal – with a broader shared priority on patient engagement (PE) - Historically BCPSQC had a SP with a priority on PE and PVN had a separate SP with a priority of PE - There is an opportunity with the renewal to bring us closer together – many people are unaware that the Council and PVN are connected, so we are moving away from having 2 separate plans and having 1 cohesive plan - Council knows PVN is an important mechanism to engagement and PVN will be a standalone priority – and we will go out and engage our key stakeholders & PVN members about what our goals & objectives should be - An enabling priority – elevates PVN as its own priority and allows it to have its own goals and objectives - PVN engagement/ consultation is informing the PVN enabling priority on the council’s strategic plan - Coordinated approach with BCPSQC – both a PVN and a council survey with coordinated messaging explaining the link between the two and this will result in a coordinated and singular strategic plan 2021-2024. It will include PE objectives of Council and PVN will keep its distinct entity status 	<p>Ruhee to send out consultation and plan and final engagement questions for review by O&A on October 5.</p>	

	<p>Key questions:</p> <ul style="list-style-type: none"> - Will O&A continue to exist as is? <i>Yes, it will continue to exist as is and provide and oversight & advice on the strategic goals and objectives identified by the network</i> - How does this all link in as ministry of health's patient as partners – what is the relationship? <i>PasP focuses on chronic disease self management programs for patient and health care partners.</i> <p>Next Steps for O&A</p> <ul style="list-style-type: none"> - Reviews, validates and provides feedback on the Engagement Approach & Final Questions by October 5 - Reviews, validates & provides feedback on the consultation results – date TBD - Reviews, validates, provides feedback & makes final recommendation to the Council on the Strategic Plan (Feb 2021) 		
Future Meeting Dates Including 2021		Doodle poll for 2021 meeting will be sent out	Ruhee Mardhani
Closing Comments		A Zoom invite will be sent for the December meeting – Shannon Sahota's previous invite can be deleted once a Zoom invite is received.	Ruhee Mardhani