**Agenda**

**APHEO Capacity Building for Small Rural and Northern Health Units**

**Monday March 7, 9:30 a.m. –11:00 a.m.**

Chair: Deanna Morris Minutes: Alanna Leffley

Participants: Chris Bowes (North Bay Parry Sound District Health Unit), John Cunningham (Leeds Grenville & Lanark District Health Unit), Wanda Goodridge (Leeds Grenville & Lanark District Health Unit ),Andrew Kurc (Peterborough County-City Health Unit), Alanna Leffley (Grey Bruce Health Unit), Peggy Patterson (Renfrew County and district Health Unit), Celine Pullen (Timiskaming Health Unit), Laura Zettler (Chatham Kent Health Unit), Shelly-Ann Hall (Huron County Health Unit), Renate van Dorp (Perth District Health Unit) Ali Artaman Designate (Windsor-Essex County Health Unit), Lee-Ann Nalezyty (Northwestern Health Unit), Crystal Palleschi (County of Lambton Community Health Services Department), Foyez Haque (Porcupine Health Unit), Wayne Tucker

**Teleconference Info: 1-877-250-4348 ID: 4363284#. Celine Pullen will host this teleconference.**

| **Agenda Item** | **Discussion** | **Action** |
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| **1.1 Approval of Agenda** |  |  |
| **2.0 Approval of minutes** |  |  |
| **3.0 New Items** |  |  |
| **3.2 Review Results from Environmental Scans**  |  * Review results from surveys (Prioritize Issues, and challenges).
* Develop subgroups and assign a sub-group lead

 (next steps: TOR, work plan)  | All |
| **3.3 APHEO Conference Presentation in May**  | * APHEO Abstract Update

(Deadline March 11 and notification of acceptance on March 18) | Deanna, Alanna, and Renate  |
| **3.4 APHEO and OAHPP’s**  | * Include discussions and resources on APHEO list serve
 | Group discussion and resources to be shared with all APHEO members. |
| **3.5 Air and Share**  | * Provide a summary to Deanna prior to meeting. May include resources, tools, and documents.
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| **3.6 Teleconference**  | * Any volunteers to host next teleconference?
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| **4.0 Meeting Dates** |
| **4.1 2010 Meeting Dates**  | **CHAIR AND MINUTE-TAKING ROLES**  |  |