Healthy Weights for Children (HWC) Project Advisory Committee Meeting
4C01-408 (2012-01-24)

Minutes of the Meeting Held
24th January 2012
Teleconference

Present: Amanda Turner, Anima Anand (Chair), Helen Mills (Minutes), Chris Rhodes, Dennis Dandeneau, Janice MacAulay, Kelly Stone, Louise Roberts-Taylor, Marianne Drew-Pennington, Sandy Feil, Danielle Venne, Casey Hamilton, Dr. Lucia Gamroth, Beth Flynn, Denise Weber **(Total Number present: 15)**

Regrets: Joan Kirkbride

1. Approval of Agenda

2. Review of Final Module Design – Anima
- Healthy Together is a family education model for children 0-18y and their families
- All 5 pilots have been completed
- We have received really rich feedback, both from the participants and the facilitators. This was on both the learning experience and the module design
- We have provided all AC members with the electronic versions of files from the designer showing the end product. We have samples of the program brochure, module content, cooking and activity resources and PowerPoint slides (would be adaptable by presenter). This was sent to AC to convey the design, but at this stage it is still all in draft format.
- Appendix – will include an Aboriginal chapter, comprehensive Bibliography and other adaptations
- We received a number of positive comments from the AC members present (professional, attractive, great visuals)
- Dennis pointed out the lengths to which the project team went to incorporate feedback that had previously been received by the AC as well as participants;
  - reducing the content to only key messages
  - Emphasis on Activity (with various options to tailor sessions)
  - Identifying explicit goals
  - Simple language
  - Hands on activities
- Will need more adaptations to suit alternative audiences in Phase II (rural, geographical etc.)

3. Adaptations and Lessons learned – Amanda
- Amanda provided overview of the pilot session context, lessons learned and the adaptations made to overcome these
- Identified the need for more information about group dynamics
- Also found much feedback suggesting splitting the sessions into smaller age groups
- Almost all feedback suggested having longer sessions (exception of our 7-12y pilot) and more of them.
- Sandy Feil asked about evaluation at the end of the sessions, and a follow-up somewhere further down the road – this hopefully will be covered in more detail by Lucia when we talk about evaluation and by Dennis when talking about Phase I wrap-up and plan for Phase II

4. Evaluation Update – Lucia
- Follows the Workplan objectives (3 key points)
- Based on data from 69 participants
- Seeing a very encouraging results that 95% of children and youth, and 83% of adults saw some enhanced knowledge

- Items that were commented on; meal planning, money saving lessons, time save lessons, specifics like 17 pieces of sugar in a coke (picked up by the youth), Screen time & activity
- All objectives were exceeded in all learning indicators
- Examples and quotes given from feedback sheets
- Evaluation team learnt that tools were modified right up until use; as the modules changed so too did the evaluation tools
- Needed better integration of internal and external evaluation – be more part of the team as they go along
- Better data collection protocols – longer time would have been helpful
- Overall wonderful data – seeing that different people picked up different things
- Tested modules on other groups beyond original plan (mainstream families and Aboriginal)
- As far as obtaining follow up data from families – needs more resources and scope of Phase I does not allow for that (hopefully something that will be done if successful for Phase II)
- The question was asked (SF) if any of the participants were dealing with unhealthy weight issues but we have NO data on this. When we started it was decided that there would no differences in weight / BMI etc. Merely asked from a curiosity point of view!

5. Phase I Closing and Plan for Phase II – Dennis

- Phase II was a closed invite to those who participated in Phase I projects (37). It will be assessed solely on quality of project and preparedness.
- Phase II will be no longer than 4 years and no greater than $400K per year, with readiness to implement in 2-5 geographical areas of Canada
- Level of Readiness – we have a product (having accomplished objectives of Phase I) it's still in draft format but we've made a great start.
- Anticipated start date is October 2012
- Like to continue to develop, refine and adapt for; CIC, Rural and remote communities, Multi-cultural and Aboriginal, general population.
- To submit for Phase II we needed to determine if we had the capacity to pilot and thanks to great help from Janice to distribute our call for interest – we have 30 organisations across the country expressing an interest.
- In the first 2 years we would be selecting 10 of those 30 agencies to work with based on the type of clients they specialise in, geographical location etc. It won't be fully resourced to anyone beyond that core 10, but it is hoped that we can still roll-out to others interested but without the financial support.
- In years 1 & 2 we will work with those 10 agencies, along with a robust evaluation team
- At the end of the 2 years wel will have a well refined programme, being useful in a variety of settings
- At the same time we will have an 'Integration and Sustainability team' – these will be decision makers from across the country and will be getting progress reports from the on-the-ground teams
- In years 3 &4 funding from PHAC will be used for ongoing sustainability
- It was asked (KS) if we were inviting private sector companies? – Yes. It's seen as important to develop connections with people such as Canadian Tire and Loblaws.
- We will be establishing a committee (Sustainability & Integration) for Phase 2 and expand from there
- Anyone who has names or leads then please forward to the project team. Participaction was suggested.

Thank you to all Advisory Committee members.

6. Final Feedback Survey – Helen

- Survey Monkey is once again being used to collect feedback from the AC following this meeting. An email link will be sent to all AC members. Please complete no later than Friday 27th Jan.