

Bruce-Grey Data & Information Sharing Collaborative Meeting Notes

Date/Time: Friday March 23, 2018, 10:15am – 12:15pm



Location: GBHU – Classroom 125

Members: Gemma Mendez-Smith (co-chair), Alanna Leffley (co-chair), Barb Fedy, Jody MacEachern, Jill Umbach, Krys Walter, Anne Marie Shaw, Christine MacDonald, Francesca Dobbryn, Randy Scherzer, Justin Kraemer, Brad Noble, Virginia McFarland

Present: Alanna Leffley, Jody MacEachern, Barb Fedy, Anne Marie Shaw, Jill Umbach, Justin Kraemer, Brad Noble

Regrets: Gemma Mendez-Smith, Krys Walter, Christine MacDonald, Francesca Dobbryn, Randy Scherzer, Virginia McFarland

Recorder: Heather Smith

TOPIC	DISCUSSION	ACTION
Welcome & Review of Agenda		
Review of Minutes	 BGDISC Notes - Feb 23 2018.docx	
Business Arising	Fall 2018 Co-op Student (Brad) <ul style="list-style-type: none"> - UW student, \$10,000 budget, 14 weeks full time during Fall term (~35 hours per week (need to calculate for CPP, EI, in lieu, etc.) - Mileage compensation? – likely absorbed by “host” - Where will they work out of? – hosted by Grey County so Owen Sound likely best option - Grey County (Jody) can provide a laptop - The student will report to this group - Milestones/objectives for the full work term, broken down by month 	FINALIZE JOB DESCRIPTION AND POST FOR MAY BARB TO CONNECT WITH GEMMA ABOUT FUNDS ETC.
Grants and Funds	Community Foundation – remaining Lefler funds (Gemma, Jill) <ul style="list-style-type: none"> - Money transfer is complete approximately \$600 	FOR NEXT MEETING, GEMMA TO REPORT BGDISC FUNDING TOTAL
Newsletter	<ul style="list-style-type: none"> • Mailchimp account created • Discussion <ul style="list-style-type: none"> ○ Send to group and they will distribute ○ Send to Healthy Communities Partnership, Children’s Alliance and Poverty Task Force ○ Send to soft launch attendees ○ Add “Spring 2018” to newsletter  BGDISC newsletter.pdf	HEATHER TO SEND MAILCHIMP ACCOUNT INFO TO JODY FOR POSTING ON WEBSITE DISTRIBUTE WIDELY EXTEND BGDISC INVITATION TO PAM HILLIER (211)

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		SEND NEWSLETTER TO JODY FOR WEBSITE
Upload Presentation	Children's Alliance data upload presentation (Jill) https://create.piktochart.com/output/28904444-bgdisc-how-to-upload <ul style="list-style-type: none"> Discussion and next steps <ul style="list-style-type: none"> Make suggestions/edits on presentation for forward to Jill Add title "User Guide" or "Upload Guide" and date or version Possibly include how to delete/edit documents 	SEND JILL EDITS JODY TO SEND DATA SET RESOURCE GRAPHIC
Project	Youth Vital Signs (Alanna, Gemma, Jill) <ul style="list-style-type: none"> Make sure anything about or useful to youth has a "youth" tag on it Encourage people who have data to upload, especially youth related data Hopefully able to post something in the fall about this Vital Signs project on BGDISC as an interactive story 	ALL MEMBERS TO POST ANY YOUTH DATA WITH "YOUTH" TAG JODY WILL SEND DKAN-DEMO SAMPLE TO SHOW A STORY
Next Meeting Dates for 2018	April 27 th , 2018 – 10:00am – 12:00pm GBHU Classroom 126 <ul style="list-style-type: none"> Future 2018 meetings <ul style="list-style-type: none"> Book after partnership meeting monthly Dates for July / August meetings TBD decide closer to the date 	HEATHER TO SEND INVITES