

Report of CHPCA AGM & Board meeting to NBHPCA Board

December 4, 2012

Here is a brief summary of the CHPCA AGM (October 11, 2012) and Board of Directors meeting (Friday, Oct. 12 & Saturday, Oct. 13, 2012) to the NBHPCA Board of Directors on December 4, 2012 :

The CHPCA Board is comprised of 15 members :

President : Sarah Walker-- Hospice Calgary, Alberta

Past president: Wendy Wainwright—Victoria Hospice Society BC

Vice president: Laurie Anne O'Brien—Regional palliative care consultant, NFD & Labrador

Treasurer: Edward MacLaren, Charlottetown, PEI

1 member at large : Dr. Heather Mohan Van Heerden, North Vancouver, BC

1 representative from each of 10 provincial hospice palliative care Associations- I represent NB.

The Executive director of CHPCA is Sharon Baxter. The Administrative coordinator is Cheryl Spencer.

AGM

The CHPCA annual general meeting was held in Montreal at the Congress for the Care of the Terminally Ill. Sarah Walker, the president, spoke about the importance of CHPCA and the activities of the Association. She encouraged the members attending to be active and to continue to support the Association to ensure continued success. A proposed amendment to the CHPCA By-Laws was made to recognize the amalgamation of the 2 Ontario Associations—formerly, The Ontario Palliative Care Association and Hospice Ontario into Hospice Palliative Care Ontario. The present treasurer of CHPCA, Ed MacLaren, was re-nominated for another term. The Executive director gave her report on the Association's major accomplishments. The financial position and statement of revenue and expenditure for the period of April 1, 2011 to March 31, 2012 were moved and accepted. The members of the 2012-2013 Board of Directors were introduced and this was moved and accepted. Someone asked if it was possible to include a native on the Board in the future—maybe in another at-large position that can be filled when necessary. The national awards were then handed out. The Balfour Mount Champion Award was given to Dr. Michael Downing, presently Director of the Research & Development office at Victoria Hospice. The Award of Excellence went to Pat Porterfield, a just retired regional leader at Palliative Care for the Vancouver Coastal Health. The Media award went to Lisa Priest & the Globe & Mail for their excellent articles in palliative care. The Queen's Diamond Jubilee Medals were given to 32 persons from different areas of Canada for their personal commitment in palliative care.

Board of Directors Meeting

We reviewed CHPCA 's Strategic Plan developed in 2010

The 6 major strategies include:

- 1) Integrate hospice palliative and end-of-life care principles and practices into all health settings.
 - 2) Educate health care providers in all health settings.
 - 3) Promote evidence-informed policy.
 - 4) Build strong partnerships to improve hospice/palliative and end-of-life care.
 - 5) Raise awareness about hospice palliative end-of-life care.
 - 6) Build the capacity of the CHPCA.
- In 2011-2012,CHPCA focused on Advocacy, Public Policy, Education, Communication, Awareness, Sustainability and Governance.
 - An organizational chart of CHPCA was presented to the Board members for purposes of project/position identification purposes. It outlined the different committees and tasks groups of CHPCA.
 - We reviewed the Board Action List updated September 2012.

CHPCA is very busy and involved in many partnerships, projects and initiatives:

- a) CHPCA is a member of the Quality End of Life Care Coalition of Canada (QELCCC) that ensures that all Canadians have access to high quality hospice palliative end-of-care life care. Sharon Baxter of CHPCA is secretary. The members of this Coalition represent 34 national associations and organisations. A Blueprint for Action (2010-2020 report) to guide its advocacy and policy efforts resulted in the federal government funding of TheWay Forward Integration Initiative in 2011 in the amount of 3 million dollars. QELCCC members met in January 2012 to engage members in the project from the onset. The Advisory Committee met in March 2012 to develop a year 2 workplan and a detailed engagement plan of key stakeholders. The Initiative was officially announced and launched on June 15, 2012 at May Court. The first two discussion documents are on the CHPCA website (www.hpcintegration.ca). A day on the Hill in October is planned to bring the HPC message to Members of Parliament and Senators. The QELCCC Research group is having a campaign to influence the Aging in Canada consultation held across Canada (September & October). More information about QELCCC can be found at www.qelccc.ca.
- b) CHPCA began a 5 year project in the fall of 2008—the ACP Project—Advance Care Planning in Canada—A National Framework and Implementation. This project is to raise awareness about the importance of advance care planning and give tools necessary to engage in the process. This project wants to engage the healthcare system and give education and training to professional providers and the general public. The Speak Up:

- Start the Conversation about end-of-life care campaign was officially launched in April 2011 along with a new website www.advancecareplanning.ca. New resources were developed: an advance care planning book, advance care planning video, wallet cards, etc...available on the CHPCA website. The next National ACP day will be April 16, 2013. Six provinces have signed. Letters will again be sent to both Provincial Health Minister and Premier as well as Lieutenant Governor advising them of ACP day and asking them to proclaim April 13, 2013 as ACP Day in their province. N.B. will be again receiving these letters since they did not sign last year. A new video will be coming out later explaining ACP and a webinar in February entitled "Training Program for ACP."
- c) A communication survey will be sent out to the provincial Associations in November 2012 to see how we would like CHPCA to go forward in communications. It was discussed that documents & articles could be created to show what CHPCA does in practice.
 - d) A new Memorandum of Understanding to reflect the new membership structure will be created by the CHPCA membership committee possibly by the spring of 2014 after the new By-Laws have been created.
 - e) We had a demonstration of the e-Hospice website and iphone/ipad app. and how CHPCA plans to use it. CHPCA has signed to be the Canadian edition host and is the only country that will publish a bilingual edition. The purpose of e-hospice is to share news, goals, inspirations, best practices and general updates of hospice palliative care from around the world. CHPCA will be creating a weekly edition to be released on Thursdays and they are open to receive any articles from Provincial Associations. All articles received will be published in the language in which they have been received and when sending them, indicate under which category the article should be published in. CHPCA staff will consider how to use the job posting section of ehospice as a fundraising tool.
 - f) The CHPCA Volunteer Training Manual is ready. I received a free copy. The paper copy is available at CHPCA Marketplace in both English & French at about \$20.00 and online it costs about \$10.00. People can download the document for free.
 - g) AVISCO is published 3 times/year. The next edition is January 15, 2013. If you have any articles to submit, please do so by January 3, 2013—250 to 33 words maximum and send to Vanessa Sherry at CHPCA, Communication Officer (vsherry@bruyere.org.)
 - h) The financial statements of CHPCA to August 2012 are looking fine for this year.
 - i) The Champion's Council (advocates and supporters to advance the profile of hospice palliative care across Canada) are working to release a life blanker campaign that can be used as a fundraising initiative for the Provinces.
 - j) We received the provincial reports from each representative. We shared some of the new initiatives occurring in each of our province.
 - k) The key issues in Community-Integrated palliative care in Canada were discussed following a PowerPoint presentation on "Moving Towards Community-Integrated Hospice Palliative Care in Canada". Some issues discussed include better case planning that will allow the patient to stay at home longer, the importance of having a discussion

- l) about palliative care earlier and shift the perception that palliative refers to a more holistic form of care rather than the last few months of life, that there needs to be a change in mentality about when to admit people into palliative care and that this needs to be accompanied by a lot of policy changes. Also mentioned is that it should become the responsibility of the practitioners to start these conversations. Concerning the Palliative Approach Model, it was suggested that the Norms be considered relevant in this model and be used as guidance. We would also like to incorporate bereavement.
- m) A CHPCA membership sub-committee teleconference is to be organized for November 2012. The committee is working on getting a completed list of e-mail addresses to be completed by June 2013. A membership protocol document that outlines the steps of how membership processing occurs via the CHPCA & Provincial Associations will be circulated to the Provincial Associations in November.
- n) It was moved that the CHPCA Board of Directors become the voting members of the CHPCA to come into compliance with the new Federal Not-for-Profit Act (a 2/3 vote by the membership). A document will be made in April 2013 for the Provincial representatives to take back to their Provinces to inform them of the changes to the National Not-for-Profit Act and how CHPCA's membership category needed to be re-evaluated.
- o) Concerning the Euthanasia Response Task Group, the "Let's Talk about Hospice Palliative Care First" Campaign was created. A poster, a postcard and brochure were developed and can be printed off. They are also available through the CHPCA Marketplace. A social media campaign will be created along with a PowerPoint on how to use this campaign.
- p) 10,000 Caregiver's guides were delivered to CHPCA at the end of September. This will be the last shipment of these guides. A rewrite will occur with 4 sections that need to be reviewed. CHPCA will consider having hard copies and online copies of the revised manual.
- q) CHPCA webinars have been available without charge—these were all information based. CHPCA will soon be launching training based webinars that will cost.
- r) CHPCA will host a 2013 conference in Ottawa on October 31 to November 3. Another CHPCA Learning Institute will likely be scheduled for early June 2014. More information will be given at a later date.
- s) The Board would like to create a Bereavement Task Group. Possible things to consider for the group would be to create bereavement resources, kits, tool, etc.. that can be used in hospices, hospices societies, etc...

We finished the Board meeting by discussing trends occurring in health care and how it is affecting palliative care.

Submitted by Rinette Côté, treasurer of NBHPCA (November 30, 2011)