

# Pedal Forward!

## Working Group Meeting #3 for December 16, 2014

<b>Meeting Attendees</b>	<p>Susan Patterson (KidActive), Greg Lubimiv (The Phoenix Centre), Charlene Chaput (The Phoenix Centre), Catherine Kerr (Deep River Candu Swim Club), Annie Fudge (Breaking the Silence), Maxwell Gower (The Petawawa Family Cycle Club), Carolyn Comerford (RCDHU)</p> <p><i>Regrets:</i> Shawna Babcock (KidActive), Elizabeth Michaud (PRH), Kelly Hawley (NRFS), Damien McCarthy (Gearheads), Chris Quigley (PMFRC)</p>	
<b>Details</b>	<p>Discussion started at 9:30 a.m.</p> <p>Adjourned @ 10:55 a.m.</p>	

### AGENDA ITEMS

<b>Item # and Description</b>	<b>Details (including proposed and seconded motions)</b>	<b>Action Designate</b>
<b>Welcome &amp; Introductions</b>	<p>Everyone was welcomed and new members introduced themselves.</p>	
<b>Review Actions from previous minutes</b>	<p>Catherine's son, Connor took the picture of the blue bike and it was forwarded to Oli to compose a logo in which he provided three draft samples to the committee for review.</p> <p>Shawna reached out to Maureen with Algonquin of Pikwakanagan and she agreed to join the committee; however may not be able to attend regular meetings.</p> <p>Greg drafted up a proposal for funding through United Way for support for Pedal Forward! Shawna and Susan are reviewing and once the final proposal is agreed on, KidActive will submit through their organization.</p> <p>The Invite Letter was reviewed and approved by Charlene and Susan with the addition of the committee organizations' logos and it was emailed to contact list. Susan brought the letter with a sign-up sheet to the PAN-RC and had 8 new members join the committee. Charlene will provide Annie with a copy of the sign-up sheet to recruit more members also. She will also include</p>	<p><b>Shawna/Suan</b></p> <p><b>Charlene</b></p>

# Pedal Forward!

## Working Group Meeting #3 for December 16, 2014

	<p>Breaking the Silence and Renfrew County District Health Unit logos on the Invite Letter when they are forwarded to her.</p> <p>Susan and Annie will prepare a template for a discussion with Clara Hughes. Once the logo is completed, Susan will ask for Clara's written endorsement of her support for this committee. She will also ask Clara who we should contact at Bell to ask for funding and support for Pedal Forward! She will postpone speaking to George Culp until after her conversation with Clara.</p> <p>A sub-group was formed to continue the logo creation process consisting of Susan, Maxwell and Annie. Oli did a wonderful job in providing the group with three samples. The group will review the changes Oli suggested regarding active transportation and Clara's signature as well as the ones received from committee members such as: changing background circle colour in logo to yellow to reflect the sun, indicate Pedal Forward! is a Renfrew County Mental Health Coalition, and possibly include a tag line. Another three samples will be provided for the next meeting in January for members to review.</p> <p>It was suggested that if a student from the Phoenix Centre becomes involved with this committee, they could be responsible for keeping a media album.</p>	<p><b>Susan/Annie</b></p> <p><b>Logo Sub-group</b></p>
<p><b>Identification of New Pedal Forward! Committee Members</b></p>	<p>We now have over 25 members on the committee who may not all attend but would like to be involved and receive information. Greg and Susan will work together on a template which can be used to email individuals in follow-up to joining the committee.</p>	<p><b>Greg/Susan</b></p>
<p><b>Brainstorming Ideas for Children's Mental Health Week</b></p>	<p>Group brainstorming will take place at January's meeting once there are more members available. Charlene will send an email out to all asking to attend meeting in person; however if not able, they can call in by teleconference.</p> <p>The goal of this group is to have organizations, schools, businesses and municipalities offer events in and around Children's Mental Health Week with the Pedal Forward! branding. It could just be as simple as scheduling an event during that week which was already being offered.</p>	<p><b>Charlene</b></p>

# Pedal Forward!

## Working Group Meeting #3 for December 16, 2014

	<p>PAN-RC would like to be very involved with this initiative and offered to host the Pedal Forward! information and events on their website. A calendar can be created which would show what is happening around the County. This platform should also be included into the budget in the instance that it is taking up too much of a staff person's to keep the website updated.</p> <p>Max indicated that the Petawawa Family Cycle Club will look at hosting an event during the first week of May. They Club is having their annual meeting on February 3<sup>rd</sup> from 6:00 -8:00 p.m. at the Petawawa Civic Centre and everyone is invited to attend. Either Greg or Susan will be a spokesperson fat the meeting and will present a package on Pedal Forward! Susan asked Max to forward this information to her so she can have it added to the Pedal Forward! page on the PAN-RC website.</p> <p>Carolyn indicated that she will focus on recruiting the schools to come on board during Children's Mental Health Week and which is also National Youth Week at the same time. She will make a connection with Algonquin College and discuss incorporating the "Purple Couch" program through Pedal Forward! "Amplify" event is scheduled for May 6<sup>th</sup> so will fall perfectly in the middle of that week. The Health Unit has also offered the "Fill My Bucket" project annually and Dare to Dream is initiating a PROMOTE initiative.</p> <p>Charlene will send the "Invite Letter" to Carolyn to share with her contacts.</p> <p>Carolyn and Catherine will head up a committee for school-based projects.</p>	<p><b>Greg/Susan</b></p> <p><b>Max</b></p> <p><b>Carolyn</b></p> <p><b>Charlene</b></p>
<p><b>Additional Comments</b></p>	<p>Facts and statistics will be used from the Ontario Student Drug Use and Health Survey as well as the Mental Health and Wellness Report through CAMH when gathering materials for the Pedal Forward! website page. Links to relevant information can be forwarded to Charlene to include on website.</p> <p>Annie and Charlene will oversee Facebook and social media sites</p> <p>Max and Susan will work on extending an invitation to the CFB Petawawa Garrison representative who was involved with Clara's</p>	<p><b>Annie/Charlene</b></p> <p><b>Max/Susan</b></p>

# Pedal Forward!

## Working Group Meeting #3 for December 16, 2014

	<p>Big Ride.</p> <p>It was suggested that Pedal Forward! stickers be created for businesses and organizations supporting this initiative.</p> <p>We will need to ensure that Francophone material is also available. ACFO (Association canadienne-française de l'Ontario) can be accessed for some translation services and Phoenix Centre staff can also assist in translating small documents.</p>	
<b>Items for Next Agenda</b>	<p>Brainstorming session for events and activities to be held during and around Children's Mental Health Week, May 4-10, 2015. Attendance by all members is encouraged.</p>	
<b>Next Meeting Date/Time</b>	<p>Wednesday, January 14, 2015 10:00 a.m. to 11:30 a.m. Upstairs Group Room, Phoenix Centre 130 Pembroke St. West, 2<sup>nd</sup> Floor, Pembroke</p> <p>If unable to attend in person, you can call in at 1-866-633-9020, Conference ID: 6881694</p> <p>Merry Christmas and Happy New Year!!</p>	