

Pedal Forward!

Working Group Meeting #6 for March 24, 2015

Meeting Attendees	<p>Greg Lubimiv (The Phoenix Centre), Charlene Chaput (The Phoenix Centre), Chris Quigley (PMFRC), Claudia Beswick (PMFRC); Annie Fudge (Breaking the Silence), Amanda Wilson (The Salvation Army), Victoria Cleary (VCAT), Tiffany Hughes (Columbus House), Lyn Smith (CPAN), Monique Yashinskie (Robbie Dean Centre), Barbara Clarke (Algonquin College), Devon Recoskie (CMH-PRH), Stephanie King (Petawawa Public Library), Bailey Brunette (Salvation Army), Rebecca Paulsen (RCCDSB)</p> <p><i>Regrets:</i> Susan Patterson (KidActive), Shelley Termarsh (Valley EAP), Adelle Bemister, Catherine Kerr (Deep River Candu Swim Club), Tracy-Lynn Reside (VCAT), Tina Belanger (Columbus House), Jo-anne Caldwell (Town of Renfrew)</p>	
Details	<p>Discussion started at 10:00 a.m.</p> <p>Adjourned @ 11:35 a.m.</p>	

AGENDA ITEMS

Item # and Description	Details (including proposed and seconded motions)	Action Designate
Welcome & Introductions	<p>Everyone was welcomed and new members introduced themselves. It was very nice to see some new faces join the group.</p>	
Sub-Group Updates	<p>In order to ease the transfer of information, one person from each Sub-Group will be identified as the Chair of the Committee who can be contacted on matters concerning the group.</p> <p>Terms of Reference (TOF): Chairperson: Tracy-Lynn Reside</p> <p>No responses were received re: changes for the Terms of Reference; therefore they were accepted as presented and will be reviewed annually for amendments, etc. "Pedal Forward!" will be considered the "branding" for those partners who wish to offer events under this group. The TOF will be attached to applications for funding and also used when explaining the PF Collaborative to prospective members. It was noted that Pedal Forward! is a collaborative that was created as a tool to assist agencies and business in funneling information re: mental health and in raising</p>	

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	<p>the awareness of stigma associated with mental health.</p> <p>It was agreed that any agency and business can join the PF group if they have an invested interest in promoting mental health and well-being and want to help this cause.</p> <p>TOR Chairperson: Tracy-Lynn Reside</p> <p>Showcase Sub-Group: Chairperson: Catherine Kerr (now includes PR Sub-group)</p> <p>As a group, suggestions for the Showcase package were identified as follows:</p> <ul style="list-style-type: none">- Keep presentation to approx. 10 minutes with a 5 minute Q&A- Include a short powerpoint in which a part depicts mental health issues that may not be extreme in order to educate the audience on different types of mental health challenges, ie. anxiety, stress, loneliness, etc. Include how help can make a difference.- Mental Health Fact Sheet- Videos and testimonials- Child and adult friendly- Calendar of events- Blue bike <p>To assist with PR the following have been identified:</p> <ul style="list-style-type: none">- Promotional items- PF! Window decals- Pen with pull out banner with agencies' contact info- Video testimonials and articles and news releases <p>Stephanie has met with Louise at Speedpro Signs to look at pricing for merchandise items and will also look into purchase of t-shirts.</p> <p>It was suggested that we reserve a booth at the upcoming Petawawa Showcase in April as it would be a good opportunity to educate other organizations about Pedal Forward! as well as recruit more participation. Catherine Kerr may have already looked into this.</p>	<p>Catherine Kerr</p>
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	<ul style="list-style-type: none">- Identify volunteers for events and Petawawa Showcase- Funding opportunities	
Next Meeting Date/Time	April 14, 2015 at 10:00 a.m. Petawawa Public Library, Civic Centre Rotary Room	