

Simcoe Muskoka On the Move

Steering Committee Meeting

Date: Wednesday, August 14, 2024

Location: 169 Front St. S, Orillia Common Roof Building Neville A Boardroom, and Teams Meeting [Click here to join the meeting](#)

Time: 10 am - 12 pm

Chair: Christine Bushey (SMDHU)

Present: In person: Charlotte Knegt, Christine Bushey, Christine Cousins, Jon Main, Monica Bovett, Sandra Evans, Stephen Murphy, Vandita Watts.

Virtual: Heather Elliott, Kara Thomson-Ryczko, Kelly MacLeod, Kyle Pender, Mark Misko, Mary Brodeur, Susan Reese.

Regrets: Abby Liu, Bailee Yasher, Carolynne Bull, Christine Hyde, Dan Perreault, Ishan Maggo, Jennifer Parker, Joe Coleman, Joe Oppedisano, Justin McDonald, Katie Kirton, Kerri McDonald, Kristin Pechkovsky, Michael Mikael, Michael Mikael, Kristin Pechkovsky, Samuel Haniff, Valerie Smith.

Recorder: Monica Bovett (SMDHU)

No.	Agenda Item	Actions
1.0	Welcome and Member Updates Steering Committee members were welcomed to the meeting.	
2.0	Review of Agenda	
3.0	Review of June Workshop content	
	Monica reviewed key responses from the June 11, 2024, Steering Committee workshop to help inform Action Plan discussion in Item 4.1. Ideas around strengthening specific components of OTM School program, strategies for engaging schools when administration changes, and increasing regional capacity as a steering committee were discussed.	Members to review On the Move Workshop Summary notes as needed to guide action plan actions.
4.0	Business Arising:	
4.1	SUSTAINABILITY: On the Move Steering Committee (ALL) Completed an action plan for OTMSC for the 2024-2025 School Year (attached in the email with these minutes to members). Steering committee members provided input into the development of an Action Plan for sustainability and ideas for communications planning for 2025 to promote awareness of the On the Move program in Simcoe Muskoka. The revised Action Plan was updated and shared at October meeting to vote on	Action Plan priorities to be decided during October 28, 2024, meeting.

	<p>priorities for action and for members to express interest in being involved in completing the actions identified.</p> <p>Format for use of policy statements by committee members to be further discussed at next meeting.</p> <p>Lack of collaboration software for use by the group remains a barrier to getting timely feedback and group documents completed. Monica to investigate through Christien Bushey, what is possible with SMDHU IT and Privacy Officer for next meeting.</p> <p>In the meantime, reference documents available for committee use in planning actions will continue to be shared by email and include:</p> <ul style="list-style-type: none"> • Terms of Reference • Summary of June Workshop • Policy Statements from Jan 2024 	<p>Business arising</p> <p>Monica to return with response for Oct meeting.</p>
4.2	<p>LOCAL IMPLEMENTATION: Christine Bushey (SMDHU)</p> <p>Schools Update: Christine Bushey. discussed schools engaged with Public Health Nurses for this school year as follows: 10 schools committed to program, 5 schools need outreach by nurses in October, 6 schools pending school board approval before outreach. No schools engaged in Muskoka currently. Christine Cousins expressed interest in working with a school, if we could get a school in Bracebridge onboarded with the program.</p> <p>SMDHU Team changes: Christine Bushey. then led the group through changes to the to SMDHU team. Due to staffing changes, Public Health Nurses will have capacity to support a maximum of approximately 14 schools enrolled in the full program. There are a total of 21 schools currently on the list.</p> <p>Proposed Model Changes: Based on the above, Christine Bushey. proposed to the committee that some changes be made to the model we are currently using, and that support be offered at three levels of engagement with local schools as follows:</p> <ul style="list-style-type: none"> A) Single request for service- providing support on one issue with one or limited interactions with the school administration. B) Longer term involvement for a particular issue- multiple interactions over a short period of time to work towards a resolution of the identified issue. C) Full program with data collection- engagement with school administration for 1-3 years to complete data collection, action plan and evaluation cycle. Suggest use of a screening tool with school administration to ensure school has capacity to participate in the full program. <p>Request for change in school approval process: Christine Bushey. identified that SMDHU will be having discussions with school boards to explore ways to reduce need for school board approval for each school onboarding to further reduce the workload and delays in engaging with interested schools for the Public Health Nurses working as local facilitators for the program.</p>	<p>Christine Bushey to provide update on school status for involved schools at October meeting.</p> <p>Update on Muskoka schools to be provided at October meeting.</p> <p>Ongoing discussion by all members related to ideas for model shifts to be incorporated into school update discussion at October meeting.</p> <p>Christine Bushey and/or school board members to provide update on suggested changes to the school approval process at October meeting.</p>

	<p>Funding ideas: Discussion occurred related to the use of remaining funds in OTMSC budget and included the following suggestions from Public Health Nurses:</p> <ul style="list-style-type: none"> Any new schools onboarded to OTM in the fall will be eligible to receive their \$800. Schools who are already onboarded but did not receive their funding yet are still eligible. Dividing part of the remaining fund equally to provide additional funding to onboarded schools. Purchasing Wayfinding signs for existing schools and newly onboarded schools (installation at the cost of the municipality). Investigate adding the name of school to the sign. Use money to purchase bike/scooter racks to provide to provide to schools. It was noted that the cost of installation could be high depending on the style of rack purchased. There are plans for new school builds, and we could consider keeping some funds to make available for these schools. Resources for school/municipal events to promote On the Move: <ul style="list-style-type: none"> Floor mat with map of school and surrounding residential area with toy bikes and scooters for children to move through the map to trace their route to school On the Move 3-D characters Additional Ideas came from other group members included a promotional video campaign. Jon Main suggested having local elite athletes promote the value of daily physical activity and staying connected to your community (Olympians and Para Olympians). <p>Ethics Approval for data collection update:</p> <ul style="list-style-type: none"> SCDSB- Extended and expires September 2025 TLDSB- Extended and expires June 2026 SMCDSB- Ongoing approval at School Principal level <p>Communications: Social Media packages, including messages for October walk to school month will be sent out by Chantele Mayer in September to all committee members.</p>	<p>Members to review budget suggestions and come prepared to discuss ideas for spending remaining budget at October meeting</p> <p>Suggestions of a promotional video will be revisited at October meeting.</p> <p>Members to provide feedback on social media package at October meeting.</p>
4.3	<p>Next Meeting: Monday, October 28, 2024, 2-4 pm, Virtual.</p> <p>MS Teams: Click here to join the meeting</p>	