



## OSHLC Report: April- June

### April:

### Hours

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• Introductions to community leaders with Betty Brown, background info Brown	8
• Gathering administrative data and resources	2
• Background reading	
• Beginning blog	2
• IT and web admin	<u>7</u>
	19

### May:

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• Introductions to community leaders continued outreach	17.5
• Phone calls and admin	8
• Gathering administrative data and resources- detective work to track boxes	3
• Developed work plan, administrative (updating contacts etc)	9
• Outreach to UBCO partners Navjot Gill/Susana Caxaj and Nelly Oelke	.5
• OSHLC Board meeting	<u>1</u>
	39

### June:

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• Changers workshop Working together, Accelerating Improvement: Health, Social and Community Care workers	8
• Outreach meetings	10
• Web maintenance, changes to administrative access, Mail Chimp	15.5
• Blog maintenance	5.5
• Phone calls and admin to develop fall forum	<u>1</u>
	40

### July:

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• Admin: develop promo material for fall forum	6
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Total hours to date 104

Plan H Social Connectedness links to 8pg pdf and webinar recording:

[http://planh.ca/sites/default/files/hfbc-social-connectedness-actionguide-v02\\_06.28.15\\_web\\_logos.pdf](http://planh.ca/sites/default/files/hfbc-social-connectedness-actionguide-v02_06.28.15_web_logos.pdf)

<https://momentum.adobeconnect.com/system/get-player?urlPath=/p6esyggwf6/>



**July 2015 Coordinator's report:**

In order to grow the sustainability and resilience of the Okanagan Similkameen Healthy Living Coalition, the following activities have been identified as important moving forward and undertaken during July 2015.

**GOAL:** Increase online presence of the OSHLC through twitter, web development and MailChimp newsletter

**ACTIONS:**

- Worked 35 hours on social media and the website. Spent time revamping the website, working with our webhost to develop credentials for all community pages and working with webhost to develop a blog style post, establishing a MailChimp account, uploading our mailing lists to it, creating a twitter account, writing blog accounts.

**GOAL:** Work on relationship building with First Nations partners

**ACTIONS:**

- Attended Lower Similkameen Indian Band Health Center opening, followed up with Eliza Terebasket, Councillor and Health and Social Team Lead
- Met with Lynn Kruger, Penticton Indian Band Health Manager; toured Health Center
- Pro-bono: Attended Penticton Indian Band Elder Maggie Kruger's funeral (all day)

**GOAL:** Create learning opportunities for our community constellations

**ACTIONS:**

- Prepared draft outline of September Fall Energizer workshop
- Attended Summerland meeting of Healthy Living Initiative

Administrative	10.5 hours	
Social Media/ Website	35 hours	
Meetings/ Events	11.5 hours	
Pro bono	8 hours	
Mileage	611km	525.56
Total costs		1950.56



**August 2015 Coordinator's report:**

In order to grow the sustainability and resilience of the Okanagan Similkameen Healthy Living Coalition, the following activities have been identified as important moving forward and undertaken during August 2015.

**GOAL:** Increase online presence of the OSHLC through twitter, web development and MailChimp newsletter

**ACTIONS:**

- Worked 29 hours on Social Media, mounting webinars to OSHLC website, blogging, preparing MailChimp newsletter, attending a Twitter clinic online and continuing to update our contact lists as appropriate

**GOAL:** Work on relationship building with First Nations partners

**ACTIONS:**

- Worked on securing Penticton Indian Band's Outma school for Fall Energizer event
- Worked on obtaining permission to blog about Lower Similkameen Indian Band event

**GOAL:** Create learning opportunities for our community constellations

**ACTIONS:**

- Coordinated attendees, staffing for September Fall Energizer workshop
- Attended Summerland meeting of Healthy Living Initiative
- Worked with Shatford Centre Executive Director Jane Shaak to delineate fall event requirements and costs

Administrative/ Coordination	27.5 hours	
Social Media/ Website	29 hours	
Meetings/ Events	7 hours	
Mileage	293km	\$158.52
Pro bono	3.5 hours	
Total costs		\$1658.52

**September 2015 Coordinator's report:**

In order to grow the sustainability and resilience of the Okanagan Similkameen Healthy Living Coalition, the following activities have been identified as important moving forward and undertaken during September 2015.

**GOAL:** Create learning opportunities for our community constellations

**ACTIONS:**

- Facilitated September Fall Energizer workshop with opportunities for constellation members to share best practices and lessons learned on projects ranging from Ageing in Place, Age-Friendly fitness circuits, Tobacco Reduction, and efforts to work on Healthy Built Environments



**GOAL:** Increase awareness of the OSHLC and shape the profile of the organization

**ACTIONS:**

- Built and delivered a mail campaign follow up for attendees of the Fall Energizer to connect with their Elected Officials

Administrative/ Coordination	23.5 hours	
Social Media/ Website		
Meetings/ Events	12 hours	
Mileage	158km	\$82.16
Total costs		\$969.66



## October 2015 Coordinator's report:

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In order to grow the sustainability and resilience of the Okanagan Similkameen Healthy Living Coalition, the following activities have been identified as important moving forward and undertaken during September and October 2015.

**GOAL:** Increase community interest, membership and awareness of the OSHLC

**ACTIONS:**

- Organize Fall Energizer in September 2015 for local government staff and community activists to knowledge-share and build awareness of activities to date
- Wrap up of direct-mail campaign following Fall Energizer: postcards FROM participants TO Local Government Elected Officials and Staff
- Continue to enhance OSHLC website
- Outreach meetings and phone calls with Penticton Indian Band and Okanagan Nation Alliance to further develop First Nations connections
- Attended and assisted Oliver Food Security meeting held with stakeholders on October 30, 2015 at the Oliver Recreation Center
- Prepare proposal of Spring Food Security Symposium for consideration by PIB
- Plan Spring Food Security Symposium with Lynn Kruger, Manager of Health Services at Penticton Indian Band

**GOAL:** Seek funding sources for continued viability

**ACTIONS:**

- Prepare power-point presentation for Elected Officials at Regional District for November 25 meeting. (Half of Board will be newly elected since original Letter of Understanding and 2012 Board Resolution)
- Share information of IH Food Security 3-year funding for Local Governments to undertake Food Action Plans back to OSHLC membership  
Please see attached files for:
  - 1) Letter of Understanding with Regional District
  - 2) IH CFAI Funding for Local Governments around Food Security

Administrative	3.5 hours	87.5
Meetings/Events	17 hours	425
Social Media/Website	1 hour	25
	21.5	537.50



**November 2015 Coordinator’s report:**

In order to grow the sustainability and resilience of the Okanagan Similkameen Healthy Living Coalition, the following activities have been identified as important moving forward and undertaken during November 2015.

**GOAL:** Increase financial stability of the OSHLC by exploring various funding streams appropriate to our work

**ACTIONS:**

- Worked 36.5 hours on various grant applications:
- Researching CFAI (Community Food Action Initiatives) funding opportunities, developing regional interest in a RDOS supported application, creating reference documents and writing letter of intent. Because Town of Oliver has backed an Oliver specific application the RDOS/OSHLC was advised not to bother with an application as two applications from the same area would not be considered for the 3-yr funding opportunity. Was for \$15,000 for three years to be matched by applicant agency and required a working relationship with the local Health Authority.
- Writing Regional Grant in Aid funding application to RDOS

**GOAL:** Promote Food Security measures and food systems changes

**ACTIONS:**

- Researched Food Security strategies from around the province, printed and shared
- Talked with Toni Boot, RDOS Director interested in Food Security, met with Kristi Estergaard, IH Dietician working on Population Health, assisted Carol Sheridan of Oliver Healthy Living Coalition in her CFAI funding application
- Attended Oliver Council meeting to show support of Oliver CFAI funding application

Administrative/ Coordination	36.5 hours	
Social Media/ Website/ Communication	31 hours	
Meetings/ Events	23.5 hours	
Mileage	1161.4 km	\$603.93
Total costs		\$3,436.40



**December 2015 Coordinator's report:**

In order to grow the sustainability and resilience of the Okanagan Similkameen Healthy Living Coalition, the following activities have been identified as important moving forward and undertaken during December 2015.

**GOAL: Retain Charitable Status CRA Audit**

- OSHLC is under investigation by CRA to determine eligibility to retain charitable status. Gerry Karr and Murray Swales met with Dalyce Levesque in the summer. See attached pdf letter from CRA.

**GOAL: Increase profile of OSHLC at Municipal level**

**ACTIONS:**

- Researched Municipal Council meeting schedules and created a calendar of possible presentation dates
- Met with Julie Steffler to prepare Council presentation for IH/OSHLC

**GOAL: Clear technology hurdles**

**ACTIONS:**

- Borrowed a laptop from RDOS on three month loan
- Took laptop to Computer Doctor in Penticton- not known if hard drive can be saved and he will not be able to work on it until 2016
- RDOS laptop got virus and I had to take it to Computer Doctor to clean- will be at least a week

Administrative/ Coordination	17.5 hours	
Social Media/ Website/ Communication	1.5 hours	
Meetings/ Events	7.5 hours	
Mileage	316km	\$164.32
Total costs		\$826.82

See attached:

1)CRA Letter



### January 2016 Coordinator's report:

In order to grow the sustainability and resilience of the Okanagan Similkameen Healthy Living Coalition, the following activities have been identified as important moving forward and undertaken during January 2016.

**GOAL:** Increase the financial stability of the OSHLC and its member organizations

**ACTIONS:**

- Attended the South Okanagan Similkameen grant writing workshop run by Aaron McRann at Shatford Centre January 15
- Registered OSHLC on the CFSO Community Knowledge Center web portal to become eligible to apply for funding
- Attended Plan H webinar with representatives from RDOS, Penticton, and IH to determine interest and eligibility for a "Grow grant" for further organizational development to the Coalition
- Offered to assist Carol Sheridan of Oliver to apply for Plan H funding "seed" stream
- Offered to assist Oliver Food Bank with funding application to CFSO

**GOAL:** Community Engagement/Empowerment and Advocacy

**ACTIONS:**

- Worked with Betty Brown and Julie Steffler of IH to lobby BC Healthy Communities to change the criteria for Regional Districts which only allowed a single Electoral Area to apply for funding per cycle. Now every Electoral Area may apply for each cycle.
- Attended Oliver Food Security Stakeholder's meeting run by Carol Sheridan to discuss next steps for the group. Carol updated us on next steps whether CFAI funding is granted or not
- Worked with Sandra Turnbull of Summerland Healthy Communities initiative to come up with a "game plan" for their group's philosopher's café in February
- Spoke with Mary Stockwell of UBC who is working with BC Food Network to plan a Food Security event at Enowkin this summer- we are investigating the possibility of partnering. Thanks Kristi Estergaard for brokering that connection.
- Met with Kim Maynard to discuss healthy living activities possible in Princeton

**GOAL:** Administrative

**ACTIONS:**

- Purchased new laptop for Coalition: anti-virus and malware protection on a monthly subscription and installed my existing Office 365 subscription. Copies of codes and receipts will be kept with Nancy Laramie as well as with the laptop
- Contacted CRA auditor to negotiate new timelines for completed submission, we are to speak again first week of February 2016
- Harvesting Foundational documents for Corporate memory and use in CRA report. This massive amount of Strategic Planning work has been kept and forwarded to me by Betty Brown.
- Prepared PowerPoint presentations to Councils with Julie Steffler and coordinated with staff.





## February 2016 Coordinator's report:

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In order to grow the sustainability and resilience of the Okanagan Similkameen Healthy Living Coalition, the following activities have been identified as important moving forward and undertaken during February 2016.

**GOAL:** Increase community interest, membership and awareness of the OSHLC

**ACTIONS:**

- Council Presentations in tandem with Julie Steffler of IH: Penticton, Oliver, Osoyoos, Keremeos, Princeton- Princeton newspaper coverage
- Drop-in visit to Lower Similkameen Indian Band Health Center and Band office while travelling between Osoyoos and Keremeos to introduce Julie Steffler- talked about Food Security initiative with Lynn Terbasket- resulted in Councillor Illerbrun's inquiry a day later
- Facilitated Summerland Healthy Community Initiative in Philosopher's Café 17<sup>th</sup> Feb
- Attended a climate change adaptation workshop (agriculture focus) **IN KIND**
- **Plan to set up a booth Okanagan Similkameen Healthy Living Fair March 12, 2016**
- **THANK YOU HEALTHY LIVING FAIR FOR THE DONATED BOOTH**

**GOAL:** Seek funding sources for continued viability

**ACTIONS:**

- Drafted Plan H funding application for \$15,000 funding and coaching
- Met with Ken Gauthier (Urban Systems, Urban Matters, and Purppl) to discuss enterprising business models
- CFSO funding application for \$5,000 Food Security Symposium
- Coordinated Oliver Plan H submission for \$5,000
- Assisted Lower Similkameen Indian Band in Plan H \$5,000 application for Food Security initiative

Please see attached files for:

- 3) Plan H Word document



## Appendix:

### **April – June 2016 Coordinator’s report references:**

Plan H Social Connectedness links to 8pg pdf and webinar recording:

[http://planh.ca/sites/default/files/hfbc-social-connectedness-actionguide-v02\\_06.28.15\\_web\\_logos.pdf](http://planh.ca/sites/default/files/hfbc-social-connectedness-actionguide-v02_06.28.15_web_logos.pdf)

<https://momentum.adobeconnect.com/system/get-player?urlPath=/p6esyggwfh6/>

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### **October 2015 Coordinator’s report references:**

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- 1) Letter of Understanding with Regional District
- 2) CFAI Funding for Local Governments around Food Security

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### **December 2015 Coordinator’s report references:**

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- 3) CRA letter

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### **February 2016 Coordinator’s report references:**

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- 4) Plan H Word document

## **LETTER OF UNDERSTANDING**

Between The Okanagan Similkameen Healthy Living Society (OSHLS) and Interior Health Authority, City of Penticton, Regional District of Okanagan Similkameen, Penticton Indian Band and School District 67

(The above named being collectively referred to as “The Parties)

### **1 PURPOSE**

1.1 The Parties seek to form an organized collaborative for Healthy Living through which they will apply their collective resources to the common goal of reducing the prevalence of lifestyle-related chronic diseases in our population.

1.2 The Parties’ primary purpose is to collaborate to provide services that will attract, engage and support the people of our community in successful and sustained achievement of healthy lifestyles with a focus on children, youth and high risk populations.

1.3 When an organizational structure has become established, as expertise and capacity are added, it will expand its purpose to include:

1.3.1 Advocacy for policies and strategies that make healthy choices more affordable, accessible and attractive;

1.3.2 Recommendations for improvements to the built environment that will support healthy living.

1.4 The collaborative will be a 5-year pilot project with the intention that it will become a model for the development of similar programs in other communities throughout Interior Health and the Province. The 5 year pilot project can be reviewed and renewed at the end of term.

1.5 The collaborative will seek engagement with UBC Okanagan and Okanagan College to pursue research opportunities on health behavior change presented by the collaborative’s work

1.6 The Parties agree that it is both necessary and appropriate to transfer research knowledge from the clinic to the community, with an emphasis on the population segment that has not accessed the health care system for the management of lifestyle-related chronic disease.

## **2 PRINCIPLES**

2.1 Each Party has a unique mandate but shares a common goal with the others of promoting and supporting wellness among its constituency and the wider community.

Page 2

2.2 Collaboration in a defined organized structure will enable the Parties to develop a global and integrated healthy living strategy for the region. Such a strategy will permit efficiencies, improved effectiveness, and the development of unique new synergistic programs and services that would not otherwise be attainable to achieve measurable lifestyle and health outcomes.

2.3 The design and delivery of programs and services will be sensitive to the specific needs and cultural safety of the groups and population segments for which they are designed.

2.4 The collaborative recognizes and will honor the Letter of Understanding developed between Interior Health Authority and the Okanagan Nation Alliance.

2.5 By agreeing to this LOU the Parties commit to establishing goals, activities, roles, responsibilities, information management, quality management, timelines and priorities for collaborative action and to the development of a budget that identifies the cost of its work and anticipated revenue sources.

2.6 Being signatory to this LOU does not infer a financial commitment to any of the Parties; any financial commitment would be the subject of agreement to be reached between the new organizational structure and its member Parties.

2.7 It is expected that this new organization, by virtue of its collective and unique potential to positively impact health behaviors at the community level, coupled with its depth of expertise and proven resources, will be able to generate adequate external funding to support its work.

2.8 The program will include well-planned formative and summative evaluation processes.

2.9 The new organization will hire a qualified project manager to assist in the implementation, planning and implementation of this project.

## **3 ASSUMPTIONS**

3.1 Once Parties have agreed to organize themselves into a defined entity, they will take steps to define an organizational structure that describes governance, roles, relationships, decision making, conflict management and accountability.

3.2 The organization will have access to Foundation Grants and other sources of funding that require charitable status with the Canada Revenue Agency; the OSHLS has applied for this status.

3.3 The initial partners will encourage other regional agencies and groups that provide services to support healthy lifestyles and/or whose constituents have healthy lifestyle needs to join the coalition.

3.4 Although the collaborative will initially focus on engaging and supporting individuals in our communities in personal lifestyle change, it will expand its work to include policy and built environment issues that impact the adoption of healthy lifestyles.

#### **4 GEOGRAPHIC AREA**

Page 3

4.1 The organized group will encompass the entire population and all municipalities within the Okanagan Similkameen Regional District

#### **5 SERVICE PROVISION**

5.1 The members will determine a detailed service plan to achieve the organized purpose of the group.

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<sup>i</sup> Healthy Living is a term used by the BC Health Authorities and the BC Ministry of Health, Population Health and Wellness to identify three lifestyle behaviors: a smoke-free lifestyle, healthy eating and physical activity as representing the major lifestyle components for preventing chronic disease in British Columbia at this time. We have adopted this terminology to describe the scope of our program.

<sup>ii</sup> High risk populations refers to identifiable groups within the larger population that are known to have an observed higher incidence and prevalence of lifestyle-related chronic diseases. In our region this would include aboriginal and indocanadian peoples.



Oct. 1, 2015

**RE: Requests for Letters of Intent for Community Food Action Initiatives (CFAI) multi-year funding for April 1, 2016 – March 31, 2019**

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Dear Applicant,

We are pleased to inform you that Interior Health has funding available to support communities within the Interior Health region to improve community food security. The goal of this funding is to support community food security planning and plan implementation by local governments and their communities, or bands and Aboriginal organizations and their communities.

**There is a two-stage process for Funding Requests (Please see appropriate guide attached for either local governments, or bands and Aboriginal organizations, for application details)**

**Stage 1:** submit a 2-page Letter of Intent (LoI).

**Stage 2:** after an internal review process to review LoI, the full application will be forwarded to select applicants.

Objectives of the funding are:

1. Development of a food security plan for implementation; or
2. Implementation of an existing food security plan; and
3. The process is guided by a multi-stakeholder group from the community.

**Funding Available**

Interior Health will fund up to three local governments and one band or Aboriginal organization. Each will receive up to \$15,000 per year for a maximum of three years\*. The expectation is that food security plans will be incorporated into broader community planning processes to achieve results that are meaningful and sustainable.

Please submit your Letter of Intent electronically by 4 pm, Friday, Dec. 11, 2015 via email to [rose.soneff@interiorhealth.ca](mailto:rose.soneff@interiorhealth.ca). If you have any questions about the guidelines, please contact Rose Soneff, Public Health Dietitian, by email or by phone (250-851-7417).

We look forward to continuing our work with communities and organizations throughout the Interior Health region in pursuit of increasing community food security. Thank you for your continued interest and efforts in this important field of work.

Kind regards,

A handwritten signature in black ink, appearing to read "Heather Deegan", with a flourish at the end.

Heather Deegan, MSc, RD  
Manager, Population Health Services

\*Please note that on-going financial support for multi-year funded food security initiatives is dependent upon the delivery of provincial funds to the Interior Health Authority and projects meeting agreed-upon deliverables.

**Bus:** (250) 868-7887  
**Email:** [heather.deegan@interiorhealth.ca](mailto:heather.deegan@interiorhealth.ca)  
**Web:** [www.interiorhealth.ca](http://www.interiorhealth.ca)

INTERIOR HEALTH  
Manager, Population Health Services  
1340 Ellis Street  
Kelowna, BC V1Y 9N1



October 14, 2015

Okanagan Similkameen Healthy Living Society  
C/O 163 Harkin Creek Rd  
Okanagan Falls, BC V0H 1R1

Dear Mr. Swales,

**Re: Review of Okanagan Similkameen Healthy Living Society  
Business Number 85608 6095 RR0001  
Fiscal Periods Ending April 30, 2013 and April 30, 2014**

Thank you for your cooperation during this process. As discussed at our meeting on September 21, 2015, we require more information regarding the organization's programs. Please provide responses to the following queries and copies of the following list of documents:

- 1) On your most recent T3010 Registered Charity Information Return, you stated that your ongoing programs were:

"Promotion of healthy communities in the Okanagan Similkameen Regional District through partnership with local governments, first nations communities, school districts, UBC Okanagan, Okanagan College, Interior Health Authority and independent local community groups and organizations. Our mandate aligns with the Healthy Families BC - Communities 5 pillar framework: active living; healthy nutrition; tobacco reduction; support for vulnerable populations; and healthy built environments."

Please describe exactly what the Organization does to "Promote Healthy communities in the Okanagan Similkameen Regional District". This explanation should include specifically what the Organization does, how it does it and who its members and/or beneficiaries are. Provide documentation that supports this explanation. Documentation can include, but is not limited to: agency or partnership agreements, communication such as faxes and emails between directors and employees, financial transactions, financial reports, and source documents such as revenue invoices and expense receipts.

- 2) Please provide the following list of items:
  - a. Minutes of the Board of Directors Meetings for the 2013, 2014 and 2015 fiscal periods.
  - b. Copies of all communication between the Board of Directors and the Executive director that demonstrates how the Board of Directors is in control of the

Organization's programs for the 2013, 2014 and 2015 fiscal periods. This should include email communication as you indicated that was a significant source of direction between the Board and your Executive Director.

- c. A list of members, constellations or other groups.
- d. A copy of the most current constitution and bylaws.
- e. Planning minutes of the events held in May 2013 and September 2015.
- f. Angelique Wood's employment contracts.
- g. Job descriptions of all Board Members and Employees
- h. A list of volunteers and their duties
- i. Any agreements, Letters of Understanding, or contracts between the Organization and any other entity.
- j. Blank Official Donation Receipt.

3) In 2014, the Organization provided grant money to communities to perform a "Health Scan". Please provide the following information:

- a. Provide the source of this grant money and list any caveats the funds came with.
- b. The application and agreements between the Organization and the communities that received these funds.
- c. Explain what the funds were for and how the Organization verified that the funds were used for these activities.

We ask that you please provide the following list of requested information and documents by October 30, 2015. You may fax it to my attention at 250-363-3000 or call me to make other arrangements.

Should you have any questions you may contact me at (250) 363 0467 or, alternatively, my Team Leader, Ross Thackray, at (250) 363 3141.

Sincerely,



Dalcyce Levesque, CPA, CGA  
Audit Division – Charities Directorate  
Telephone: 250 - 363-0467  
Facsimile: 250 - 363-3000  
Address: c/o 8750 King George BLVD  
Surrey, BC V3T 5E1  
Internet: [www.cra.gc.ca](http://www.cra.gc.ca)



# PlanH Healthy Communities Capacity Building Fund- Support for Local Governments Stream Two- Growing Impact: BC's Next Level of Healthy Communities Leadership

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*Filled Monday, February 15, 2016*

## Application Overview

Instructions Use this form to apply for support from Stream Two - Growing Impact: BC's Next Level of Healthy Communities Leadership Review the step-by-step Application Guide for Stream Two - Growing Impact: BC's Next Level of Healthy Communities Leadership (under Quick Links on the website) before completing the application Please fill out all of the application questions and stay within the word count limits (where applicable) Click the "Save" button at the bottom of the page to prevent the loss of any information You can save your response and continue at a later time by clicking the "Save and Continue Later" button at the bottom of the page Once you click the "Submit" button on the final page you cannot adjust your responses. Please read and review your responses before submitting You can download a copy for your records by clicking one of the "Review Responses" buttons located at the bottom of your page For any questions please email [grants@planh.ca](mailto:grants@planh.ca) or phone 250-356-0883 APPLICATION DEADLINE Applications accepted up to noon (PST) on Monday, February, 29th, 2016 DECISION NOTIFICATIONS Successful applicants will receive notification by March 31st, 2016

## Section 1: Applicant Information and Eligibility

### Section One: Applicant Information and Eligibility

#### 1.1 Confirmation of Eligibility

- I confirm that our multi-sectoral leadership team participated in the PlanH webinar, Growing Impact, on January 27th or 28th , 2016
- I confirm that I represent a local government

- I have read the step-by-step application guideline
- I believe that this project is eligible for support under Stream Two - Growing Impact: BC's Next Level of Healthy Communities Leadership

## 1.2 Local Government Details

### Name of Local Government Applicant

Regional District Okanagan Similkameen

### Business Mailing Address (Street/PO Box, City, Postal Code)

101 Martin Street, Penticton, BC V2A 5J9

### Business Email

nlynn@rdos.bc.ca

### Business Phone

250-490-4119

### Primary Contact Person

Bill Newell

### Primary Contact Position

Chief Administrative Officer

### Primary Contact Email

bnewell@rdos.bc.ca

### Primary Contact Phone

250-490-4104

### Secondary Contact Person

Angelique Wood

## Secondary Contact Position

Coordinator

## Secondary Contact Email

info@oshlc.ca

## Secondary Contact Phone

250-499-0503

## Indicate the type of local government applying:

Regional District

## Indicate in which health authority region your community is located:

Interior Health

## 1.3 Local government – Health Authority partnership details. Tell us about the working relationship you have with your local health authority.

(500 words max)

5 founding partners included the City of Penticton, the Regional District Okanagan Similkameen, School Board 67, Penticton Indian Band and Interior Health. The Okanagan Healthy Living Coalition was the vision of Dr. Gerry Karr, retired nephrologist who wanted to see more work done "upstream" to impact health. The Coalition grew out of the already successful Healthy Living Fair which continues as yearly event in Penticton.

(No response)

All parties signed a Letter Of Understanding outlining a commitment to a 5 year pilot project which would support increasing health outcomes for our shared populations with attention to children and vulnerable populations, working toward a reduction of chronic illness.

(No response)

Council resolutions, Susan Brown role, Patricia Park, Betty Brown and Julie Steffler (Julie will elaborate)

(No response)

Bill Newell, CAO of Regional District is a founding member, continues to support the Coalition actions by attending Board meetings and devoting staff time to Coalition events and needs.

(No response)

We continue to see Municipal Staff and Elected official representation at each monthly meeting from the District of Summerland, City of Penticton, Town of Osoyoos, Town of Princeton and Village of Keremeos.

(No response)

Our Board also includes representation from Penticton Indian Band, with whom we are planning a Food Security Symposium for the summer of 2016.

(No response)

Early work in each community (2013-2014) included Health Scans developed by IH being filled out by constellations of local leaders concerned with supporting healthy community development. The scans looked at community assets through the lens of 5 pillars which was keeping in line with Healthy Families BC priorities at that time.

(No response)

Scans were completed by Penticton, Oliver, OK Falls, Osoyoos, Keremeos, Hedley and Princeton. The District of Summerland is currently working on completing the scan as a guiding document for their healthy community actions in 2016.

(No response)

(No response)

### Please also provide Health Authority contact information including the key contact for follow-up questions about your application

Variable	Response
Please also provide Health Authority contact information including the key contact for follow-up questions about your application   Name of Regional Health Authority	Interior Health
Please also provide Health Authority contact information including the key contact for follow-up questions about your application   Business Mailing Address: Street, PO Box, City, Postal Code	740 Carmi Avenue, Penticton BC V2A 8P9
Please also provide Health Authority contact information including the key contact for follow-up questions about your application   Business Email	nancy.laramie@interiorhealth.ca
Please also provide Health Authority contact information including the key contact for follow-up questions about your application   Business Phone	250-770-3456

Please also provide Health Authority contact information including the key contact for follow-up questions about your application | Primary Contact Person

Please also provide Health Authority contact information including the key contact for follow-up questions about your application | Primary Contact Position

Please also provide Health Authority contact information including the key contact for follow-up questions about your application | Primary Contact Email

Please also provide Health Authority contact information including the key contact for follow-up questions about your application | Primary Contact Phone

Susan Brown

Hospitals and Community Integrated Services, Administrator, South Okanagan

susan.m.brown@interiorhealth.ca

250-770-3559

## Tell us about your multi-sectoral leadership team.

(500 words max)

Alignment of healthy communities in each over arching philosophy of School Board, IH, Penticton Indian Band, Regional District Okanagan Similkameen and 6 municipalities has led to the development of a formalized Coalition to tackle some of the broader issues facing each agency.

(No response)

Our leadership team is comprised of senior managers, elected officials, faculty, recreation staff and grassroots community leaders from the School Board, Regional District, Penticton Indian Band, IH and UBC.

(No response)

Monthly Board meetings offer a time for representatives to come together and learn of the initiatives which are taking place throughout the Regional District Okanagan Similkameen, and an opportunity for quick decision making by senior managers who are able to devote staff time and resources to one another's projects.

(No response)

The ability of decision makers to allocate time effectively and in a timely manner speeds up the efficacy of our organization as we spend less time making applications and petitions and more time working out how we're going to get things done.

(No response)

Please also provide all contact information requested for up to seven members of your multi-sectoral leadership team

(Use the scroll bar at the bottom of the table to view all five columns)

Full Name	Affiliation	Organization Name	Email	Phone Number
Bill Newell	Regional District Staff	(No response)	(No response)	(No response)
Susan Brown	Health Authority	(No response)	(No response)	(No response)
Angelique Wood	Non-Profit Organization	(No response)	(No response)	(No response)
Judy Sentes	Municipal Elected	(No response)	(No response)	(No response)
Mark Woods	Regional District Staff	(No response)	(No response)	(No response)
Julie Steffler	Health Authority	(No response)	(No response)	(No response)
Blain Ford	Municipal Staff	(No response)	(No response)	(No response)

Section 2: Proposal for Advanced Healthy Community Leadership

Section Two: Proposal for Advanced Healthy Community Leadership

2.1 What is the working title of your project or proposed activities?

Please give us the name of your proposed activities, even if it is just a working title at this point.

Organizational Development: Using Collective Impact and Food Security to transition the organization

2.2 What is your primary healthy community priority?

(Please pick one)

healthy eating and food security

## What is your secondary healthy community priority?

(Please pick one)

positive mental health and well-being

## Tell us more about the healthy community issue(s) that you are hoping to have impact on.

(500 words max)

To date the most wide-spread interest throughout the Regional District communities is in food security. It is arguable that food transcends the boundaries of our urban and rural communities, and can act as a vehicle to connect people across different ethnicities.

(No response)

Food costs are spiraling and incomes are not keeping pace with these costs. Although the Okanagan Similkameen has the potential to be a “bread basket” with good growing conditions and the potential to extend our seasons with investment in built infrastructure, the current reality is that there are many people using food banks (Oliver’s small extended population of about 7,000 people is currently sending about 200 users a week to the food bank) and going hungry.

(No response)

Healthy Community Scans have been initiated by Betty Brown of IH which helped to identify the needs and the assets of the various communities. Evaluation forms from our “Fall Energizer” included requests from the grass roots membership to issue areas they wanted to learn more about. OSHLC constellations in the communities of Hedley, Princeton, Summerland and Oliver have all been talking about food activism in some manner and identified food security as a concern locally.

(No response)

Data shows that the issue of food security is front and center for many of our communities. A number of actions in more than one community prove the interest of exploring food security in a more meaningful way.

## 2.3 What has led you to want to take your thinking and acting "to the next level"?

(500 words max)

The challenges of a Regional District with 8 Electoral Areas and 6 Municipalities is that each smaller local government and large rural area surrounding area has limited capacity to address “root causes” in approaching impacting health “upstream”. Issues that are close at hand are usually respecting solid waste, water and sewer infrastructure, so social infrastructure and care falls to the concern of the clubs and service groups who may not have the skills, time, or interest in development work.

(No response)

Volunteers require leadership training and capacity building in order to affect change, but they also need support- many are elderly and suffering the burnout of “triage” work and they don’t have the capacity to increase membership with youthful populations are dwindling. We know we need to keep our population healthy and able to contribute to our communities- because that’s what keeps them vital and attractive which can lead to greater in-migration.

(No response)

Development of food policy is supported by some elected officials but there is currently no “vehicle” to enable staff work on such initiatives since Regional Districts, unlike Municipalities, cannot work on a service unless there is a bylaw and taxation for that service. In many rural areas, there is currently NO PROVISION for any work on food security and it would likely be very difficult to prompt residents to lobby for taxation to provide this work.

(No response)

The OSHLC as an inter-sectoral agency was formed as a 5-year pilot project and has been reliant on Regional District Grant in Aid funding for its operational budget. This funding source will not last and for the Coalition to continue to do important "upstream" work we need to develop an entrepreneurial model for sustainability.

(No response)

We believe that using Food Security as a focus, the Coalition can develop community interest and engagement while creating measurement tools which will enable us to shift our organization to an enterprising model.

(No response)

Our goal in applying for this funding is to develop evaluation tools which can be used by the organization as well as by our constellation groups in our member communities, to stretch our organization from a government funded entity to an entrepreneurial organization, and to use food security as our project focus to work on a "big picture" item that impacts all of our communities but which is so large most of our member organizations can only work at it in small project-based ways.

(No response)

(No response)

## 2.4 Tell us about how you are proposing to take an upstream approach to the challenges you wish to address.

(500 words max)

The Okanagan Similkameen Healthy Living Coalition is an example of an upstream approach which needs stabilizing and funding to explore in a deeper way the collective impact in making systems changes.

(No response)



Using Food Security as the issue to "move the needle" we want to:

-entrench land use policies at the Regional District level which reflect agriculture-first policies

-influence and support Municipal policies which put food security first

(example: under-utilized ALR lands have enormous local food potential if policies direct owners that land may not lay fallow)

(No response)

-develop a pilot within IH rural residential or clinical facilities to change procurement policies to reflect a percentage of locally grown produce

(example: shifting from Vernon-made food delivered to Keremeos to locally purchased Cawston-grown produce)

(No response)

-Oliver Corrections facility greenhouse and inmate integration

(example: inmates will be growing produce and using much of it in the facility, but the extra produce could be coordinated to be used in the community at large, giving positive attention to the work of the inmates and impacting their social standing and personal well being)

(No response)

-Oliver Healthy Living Coalition Food Security Initiative

(example: the Okanagan Similkameen Healthy Living Coalition will assist and support the Oliver Healthy Living Coalition in its efforts to develop a food security action plan and will help in the knowledge translation of these learnings in this pilot to other communities in the Regional District)

(No response)

-Penticton Indian Band best practices - Food Security Symposium in summer 2016

(example: Penticton Indian Band has used a systems approach to developing a Community Garden, with paid gardeners who instruct volunteers, harvest produce, and make it available to anyone who needs it. In addition, the Health Center accepts extra produce and prepares it for band members throughout the season in order to teach healthy and nutritious cooking, give people an opportunity to have a "night out" and feel social inclusion, as well as teaching about menus which are more appropriate for controlling diabetes. Our Food Security Symposium will elaborate on these and other best practices to inspire the wider community of the Regional District in planning and execution of related projects.)

(No response)

(No response)

## 2.5 Tell us about the system you are trying to influence or change

(500 words max)

The OSHLC aims to shift the local food system, the health system, and the local government system into a more cooperative, regional and intercultural system.

(No response)

Similkameen Valley has the highest concentration of organic farmers in Canada yet accessing their product can be difficult as their markets are outside of BC. Finding ways to benefit the local consumer who wants access while enhancing the farmer's supply chain will reduce greenhouse gas emissions and increase the access to nutritious food of our residents.

(No response)

Collaboration in a defined organized structure will enable the Parties to develop a global and integrated healthy living strategy for the region. Such a strategy will permit efficiencies, improved effectiveness, and the development of unique new synergistic programs and services that would not otherwise be attainable to achieve measurable lifestyle and health outcomes.

(No response)

The larger projects that the Coalition can position itself to undertake are broader than most organizational mandates, yet are crucial to healthy communities and individuals.

## 2.6 Tell us about how you are proposing to take an innovative approach.

(500 words max)

Enterprising Non profit;

Collective impact

and upstream approach to food security as the vehicle for this shift

(No response)

need an innovative approach to measuring community engagement and evaluation to effectively demonstrate benefits, outcomes, changes to the larger community.

## 2.7 Tell us about some of the outcomes that you are hoping to work towards.

(500 words max)

effective evaluation plan

regional district food security plan (Oliver as a pilot with CFAI funding and stream one PlanH funding)

(No response)

sustainable enterprising model

see IH shift procurement policies

(No response)

IH local community liason model expanded

(No response)

health of our communities improved as measured by the evaluation plan

(No response)

## 2.8 Tell us how you plan to measure progress towards your anticipated outcomes and make use of any learning along the way.

(500 words max)

10 year plan:

Develop evaluation tools and plans which can be used throughout the region in addition to our organization

Stabilized business model -develop a business plan for an enterprising non-profit

Collective impact to measure the effectiveness of our model

Policy shifts at municipal and regional level of government

Health Authority policy shifts

Decreased rates of chronic disease

Increase in mental well-being

% shift in arable land being used for edibles

(No response)

(No response)

(No response)

## 2.9 Tell us how you would propose taking your thinking and acting to the next level.

(500 words max)

Elaborate- from their funding app guide

(No response)

Accelerating learning and measuring outcomes: eg developing a theory of change, identifying desired impact, setting targets and engaging in developmental evaluation

(No response)

Collaborating more effectively across sectors: eg creating a new collaborative processes and infrastructure such as a collective impact table, working effectively with difference and engaging in transformational leadership

(No response)

Innovating upstream for greater impact: eg generating fresh perspectives and new ideas to address specific health and well being challenges, applying leading edge practices, experimenting through rapid prototyping and using innovative social technologies such as change labs.

## 2.10 Tell us now you propose using any grant money received as part of your Growing Impact work.

(250 words max)

\$5,000 each for evaluation tools, enterprising non-profit development, and food security pilot work

(No response)

We hope that Plan H and BC Healthy communities will be able to share and help develop evaluation tools from the Tamarack institute and Innoweave to assist our organization determine its effectiveness around our deliver of projects with respect to food security.

(No response)

Enterprising non-profit development will use the services of Ken Gauthier of Purppl, an enterprising non-profit and social innovation start-up incubator out of Kelowna.

(No response)

In addition, Directors from two local models of similar coalitions or alliances will be interviewed.

(No response)

Anna Warwick-Sears of Okanagan Basin Water Board and Bryn White, Manager of South Okanagan Similkameen Conservation Program will discuss the ways in which they reach consensus with varied stakeholders.

(No response)

Food Security Symposium in Summer 2016 will showcase the work of the Penticton Indian Band to a much larger, mostly non-Indigenous audience and will give an opportunity to develop a greater knowledge base and respect for Indigenous Food security and sovereignty.

(No response)

## Section 3: Capacity and Commitment

### Section Three: Capacity and Commitment

#### 3.1 Describe the capacity and commitment that you have to host a two-day Growing Impact workshop in May or June 2016.

(250 words max)

Our group has expressed an interest in a one-day workshop for our smaller leadership team and a second day workshop which would include the larger community of grassroots leaders working on the systems changes that we identify.

(No response)

Team members have come together throughout the development of the OSHLC to design and plan the organization, so the commitment has already been demonstrated over a 4-year time frame.

(No response)

This has included a full day Inaugural Forum (2013) which included more than 60 participants from throughout the Regional District Okanagan Similkameen and the Penticton, Osoyoos, and Lower Similkameen Indian Bands from the area, a two-day scenario planning retreat run by UBC professor Keith Culver (2014), and a one day workshop in 2015 in addition to the numerous activities and smaller leadership team meetings since our inception. Our 2016 Food Security Symposium will be held in Outma school on Penticton Indian Band Lands and can hold up to 500 attendees if needed.

(No response)

There are a number of venues available to the OSHLC that can easily host up to 200 attendees. The first day of the workshop, with the leadership team, may be hosted at the Carmi medical center with about a 30 person capacity.

(No response)

Please also indicate that you are fully aware of the logistical and financial responsibility of the host site by completing the following checklist:

- Yes, we will cover the costs of hosting a two-day workshop in the community (venue, catering, materials, etc.)
- Yes, we will work on local promotion, invitations, and registration
- Yes, we will work on harvesting and documentation at the workshop
- Yes, we will work on the evaluation and debrief of the workshop

- Yes, we will share any outputs with participants as well as beyond the community

### 3.2 Describe the capacity and commitment that you have to enter into a formal coaching relationship for an initial six months of personalized and project-specific coaching to support learning, planning, prototyping, and evaluation.

(250 words max)

The organizational development of the Coalition respecting a new business model will necessarily be focussed on the Coordinator role working with the Health Authority and reporting back to the Board.

(No response)

Our leadership team has committed to the three 90 minute coaching calls and the on-site two day workshop. All of our organizations regularly send staff to obtain Continuing Education credits, so there is already a framework in place for taking time away from other commitments.

### 3.3 Describe the capacity and commitment you have to participate in a provincial community of learning and practice.

(250 words max)

Our leadership team has access to meeting rooms within both the Health Authority and the RDOS which allow us to meet in one another's space and give all participants a chance to get exposure to one another's "systems". Three two hour online sessions will be in line with the kind of commitments the leadership team has already put into the OSHLC to date.

(No response)

The Community of Learning and Practice work is of interest to the leaders in local government who appreciate the opportunity to learn from their colleagues about innovations which are happening in other parts of the province which could be adapted and practiced in our communities.

(No response)

A great example is when one group develops partnership and user agreements around trail development which is brokering new respectful relationships between different users, those template agreements can be shared and immediately have a strong positive impact on residents of a different area.

(No response)

The work of the Shuswap Trail Alliance is of great interest to the Regional District Okanagan Similkameen. The OSHLC can be a vehicle to gather that information, share it back with RDOS management, disseminate it to our local leaders, and communicate it out to a broader public.

(No response)

## Section 4: Review and Submit

### Section Four: Review and Submit your Application

#### Checklist

Please review your application and complete the checklist:

- Yes, I represent a local government.
- Yes, we have a partnership with our local health authority
- Yes, we have a multi-sectoral leadership team
- Yes, our multi-sectoral team participated in the PlanH webinar Growing Impact on January 27th or 28th, 2016
- Yes, I have read the step-by-step application guidelines
- Yes, I believe that this project is eligible for support under Stream Two – Growing Impact
- Yes, I have completed all sections of the application

**APPLICATION DEADLINE: Applications will be accepted until noon (PST) on Monday, February 29th, 2016**  
**DECISION NOTIFICATION: Successful applicants will receive notification by March 31st, 2016**  
Please be advised that a signed funding agreement between BC Healthy Communities Society and each successful applicant organization will be required before release of funds.

After clicking Submit you will no longer be able to edit your responses. Please make sure you have reviewed your application before submitting. You will receive confirmation of your submission; should you not receive confirmation of your submission please contact [grants@planh.ca](mailto:grants@planh.ca) or 250-356-0883. If you have questions or require assistance please contact us at [grants@planh.ca](mailto:grants@planh.ca) or 250-356-0883. You may be contacted by BC Healthy Communities to discuss further details about your proposal.