



Executive Committee Teleconference
March 25th, 2009
1:00 p.m. (Eastern)

Present: Filomena Nalewajek, Dawn Davies, Mike Harlos, Kim Widger, Sharron Spicer, Gillian Fernie (staff), Michèle Viau-Chagnon

Absent: Maria Rugg, Roberta Lynn Woodgate

1. Call to Order
2. Acceptance of the Agenda
 - a. Announce retirement
 - b. Agenda accepted
3. Acceptance of Minutes
 - a. Minutes accepted
4. Update on CNPH(Canadian Network of Pediatric Hospices) Sub-Committee
 - CNPH had their first meeting on January 30th, 2009
 - It was attended by Filomena Nalewajek, Tannis , Rauni Salminen, Michelle Viau-Chagnon, Lyse Lussier, Gillian Fernie (CHPCA observer), Lloyd Cowin (recorder)
 - Talked about reporting relationship and agreed that CNPH would be the official name and would report through the CNPCC
 - Gillian to add the link to the CHPCA website for the subcommittee
 - Gillian to send terms of reference to Mike about subcommittee
 - The sub committee talked about staffing models and terms of references
 - Suggested edits to terms of references: to make sure there is information that identifies certain essential components that need to be in place in order to establish pediatric hospices in Canada
 - Edit terms to state “In order to receive endorsement and be recognized need to follow these guidelines to be an official pediatric hospice”
 - The sub committee talked about membership – wanted to accomplish ‘who could be part of this group’. For example, Alberta Health Services will give operating budget for their hospice and will not be a registered charity, but will want to be recognize as a member of this group.
 - The sub committee discussed goals – would like to develop guidelines for pediatric hospices
 - They would like to develop standards of practice for pediatric palliative care – but will work in collaboration with CNPCC and CHPCA to do this.
 - Mike agreed with this concept and noted that there can be challenges with hospices that started out as a house, patients have drugs prescribed by family docs, but no accounting for the drugs. Need standards, is equipment safe, track of narcotics etc.
 - For example, Canuck will be reviewed on a regular basis by national accreditation body.
 - The sub committee would like to educate others about pediatric hospice palliative care but without crossing over with CNPCC

- Mike thought it may be beneficial to collaborate in fundraising initiatives at the national level.
5. Pallium funding update – Mike
 - How to move forward
 - Have not connected with Mike Aherne, will bring forward for next meeting
 6. Pediatric Commons Update
 - Gillian - Email summary to CNPCC regarding an update of pediatric commons
 - Fil was asking if we are connected to Canadian Virtual Hospice, but we are not interlinked
 - CVH has a pal_net service, can have chats amongst one another.
 - Kim, will connect with Susan Cadell (Wilfred Laurier University) member of the PedPalNet
 7. Action List Review
 - Review of Ongoing Items, Gillian will email updated Executive Committee Action List
 8. Added Agenda Item
 - Michèle announced her retirement to the committee. Her work is in the process of finding a replacement. Michèle feels that her personal mission is accomplished. She is hoping that an announcement in June will be made regarding her replacement. It was suggested that Lise could stay on with the sub committee.
 - Fil expressed gratitude on behalf of the committee and found it an absolute pleasure working with Michèle. On behalf of CHPCA and the CNPCC we are very thankful for all the work that Michèle has done
 - An agenda item for the next teleconference was to focus about what is next
 - We need to find representation from Quebec – to be discussed at next teleconference – add to agenda
 - A suggestion was to consider Linda Bisson who has worked on a lot of standards
 - Gillian to e-mail CNPCC Terms of Reference
 - Gillian to e-mail CNPCC process for selecting a new member (add to next agenda)
 - Try to identify individuals from Quebec (add to next agenda)
 8. Next teleconference Date and Time?
 - Gillian to send out different dates for teleconference in the next 6-8 weeks
 9. Adjournment