

**Prince Edward Island French Language Health Services Network
(PEIFLHSN)**

**Progress Report — April to June 2006
Financial Report — 1st quarter, 2006-2007 fiscal year**

Appendices

Appendix I – Cashflow forecasts and status of quarterly expenses (Appendix D)

Appendix II – Job posting for the position of Network assistant coordinator

Appendix III – Atlantic Issue Table on the Well-Being of Youth

Appendix IV – Minutes, Meeting of the PEI Community Forum, June 6

Appendix V - Minutes, PHCTF Project Meeting, June 8

Prince Edward Island French Language Health Services Network
“Networking Project”
Quarterly Report – June 30, 2006

Internal management and administration

The Prince Edward Island French Language Health Services Network (PEIFLHSN – ‘the Network’) moved from Charlottetown to Wellington to the offices of the Acadian and Francophone Affairs Division at 48 Mill Road. The move occurred after the new Assistant Coordinator was hired (see Network staff section).

Following the restructuring of the provincial health care system, the Network lost a number of governmental representatives. Since then, all the divisions of the provincial departments have replaced their members, except the Social Programs and Seniors Division. The Network has sent a reminder to this division and expects the position to be filled by the end of July.

Network staff

Karen Langevin, the Network’s Assistant Coordinator, left her position on March 31. The Network therefore set up a hiring committee to fill this position (refer to job posting in Appendix II). The new Assistant Coordinator, Caroline Currie, began working on May 29. The coordination tasks are still shared by the Coordinator, Julie G. Gilman, and Ms. Currie. Ms. Gilman is responsible for liaising with the governmental bodies, the Network executive committee and the Société Santé en français (SSF), while Ms. Currie coordinates issues and ensures the Network’s administration on a full-time basis.

The project officer of the *Prince Edward Island French Language Health Services Virtual Site*, James Langevin, is working on the project on a full-time basis until it is completed on September 30, 2006.

A contract worker is still responsible for the accounting.

Communication, representation and liaison

The Network keeps abreast of regional and national issues by maintaining ties with the SSF, participating in meetings on health and French-language services, and collaborating with its partners. The coordinator took part in a conference call on April 25 and attended a meeting of network coordinators in Ottawa from June 13 to 15.

Ms. Gilman also attended the *Table de concertation atlantique sur le mieux-être des jeunes* (Atlantic Issue Table on the Well-Being of Youth), held in Moncton, New Brunswick on May 26 and 27 (the report is not yet available; see Appendix III for the invitation and schedule).

The assistant coordinator represents the Network at *Meetings of permanent employees of organizations in the PEI Community Forum*, a group of organizations with a provincial mandate to collaborate and exchange ideas. In this quarter, there was a meeting on June 6 (see Appendix IV). The assistant coordinator also represented the Network at the Acadian and Francophone Affairs Division's *Consultation du milieu associatif* (community organization sector consultation) within the scope of the *Conférence ministérielle sur la francophonie canadienne* (Ministerial conference on the Canadian Francophonie) on June 6, 2006.

The Web site project officer represented the Network at the First Provincial Francophone Conference on the Well-Being of Communities, held in Edmundston, New Brunswick from June 8 to 10, 2006.

The *PEI Strategy for Health Living* committee held a meeting on June 14, but the coordinator could not attend due to a schedule conflict.

Network meetings

The Network did not meet this quarter, mainly because the new assistant coordinator only began working in late May. The next meeting is scheduled for July 24, 2006.

The Network's Executive Committee had also planned to meet on July 24, but a quorum would not have been reached. Therefore, the meeting was postponed until the fall.

PHCTF projects

The Network is closely monitoring three PHCTF projects in PEI and is ensuring communication between the projects by organizing meetings with the project officers. A meeting was held on June 8, 2006 (see Appendix V), and another is planned for July or August. The coordinator and assistant coordinator attended the *PEI Acadian and Francophone community collaboration and discussion meeting on videoconferencing* on June 8, 2006 (minutes not yet available).

The PHCTF project entitled *Site virtuel de services santé en français de l'Î.-P.-É.* (PEI French Language Health Care Services Virtual Site) has been going well since the project officer was hired in March 2006.

Setting the Stage

The Network *Action Plan* is ready to be distributed. It will be officially launched before August. The PEI Department of Health will issue a press release to announce the launch. The hard and electronic copies of the plan will be distributed at the same time as the press release.

Objectives for next quarter (July-September 2006)

1. Organize a Network meeting.
2. Manage the official launch of the Network *Action Plan* within the scope of the *Setting the Stage* project.
3. Develop an action plan for 2006-2008 based on the critical objectives determined by the Network members at a planning session on March 28, 2006.
4. Continue coordinating the activities of the *PEI French Language Health Care Services Virtual Site* project to ensure that the project is completed by the end of the next quarter and that it meets all its objectives.
5. Liaise with the SSF and the provincial and territorial networks.

Financial report

The financial report as at June 30, 2006 is enclosed with this report (see Appendix I).