

Prince Edward Island French Language Health Services Network (PEIFLHSN)

Progress Report — July to September 2006 Financial Report — 2nd quarter, 2006-2007 fiscal year

Appendices

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**Prince Edward Island French Language Health Services Network
“Networking” Project
Quarterly report – September 30, 2006**

Internal management and administration

Last quarter, one position remained to be filled on the Prince Edward Island French Language Health Services Network (PEIFLHSN – the “Network”) following the restructuring of the provincial health system. In July, the Social Programs and Seniors Division named a delegate to the Network, thereby bringing the number of Network members to 17.

Network staff

The new assistant coordinator used the summer to become familiar with the Network’s projects and daily operations.

The project officer of the *Prince Edward Island French Language Health Services Web site*, James Langevin, is finishing 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 Network coordinator attended a meeting of the Société Santé en français (SSF) network coordinators, held by teleconference on September 20, 2006 (see minutes in Appendix II).

On September 13, 2006, the coordinator attended a meeting with the provincial Minister of Health and Social Services and Seniors, the Network co-chairs, and the SSF president-executive director, Hubert Gauthier. The purpose of the meeting was to obtain the minister’s support for the SSF’s efforts in having Health Canada release the promised PHCTF-OLMC funding (see Appendix III).

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 September 12 (minutes currently not available).

The assistant coordinator also represents the Network on the planning committee of a day of well-being (*Samedi d’être-bien*) for volunteers and employees from the Acadian and Francophone community organized by the Société éducative de l’Île-du-Prince-Édouard (see Appendix IV for a copy of the brochure). This quarter, the assistant coordinator attended two

planning meetings (August 23 and September 20, 2006; see Appendices V and VI for the minutes) and was responsible for finding French-language information on nutrition, physical activity, etc. for the participants, through the Network's contacts.

In addition, the assistant coordinator represents the Network on a planning committee for the *French Language Health and Social Services Forum* organized by the Department of Health and the Department of Social Services and Seniors (see Appendix VII for the forum program). She attended a planning meeting on September 19, 2006.

The assistant coordinator established a contact with the newly formed Prince Edward Island Health Sector Council (PEIHSC). The PEIHSC represents occupations, individuals and groups in the public, private and non-profit health sectors in order to identify and solve human resources problems in the sector (see Appendix VIII for a description of the PEIHSC). The Network will soon apply to become a member of the PEIHSC and submit the name of a member to sit on its board of directors in order to represent the specific interests related to bilingual human resources in the provincial health sector.

Two members represented the Network at a community action meeting and the annual general meeting of Société Saint-Thomas-d'Aquin, the organization that represents Prince Edward Island Acadians and Francophones, held on September 30 and October 1, 2006 (see Appendices IX and X for the meeting invitation and program and the AGM).

After the Network action plan was developed (see meeting details below), the assistant coordinator began creating a new brochure for the Network, as well as various information files to include in a Network information kit. This new material will serve as a tool to inform members of the Island Francophone community of the Network Web site, of what the Network can do for them, how to ask for services in French, etc. The material was also designed to inform health care stakeholders and governmental representatives about the importance of offering French-language health services.

Network meetings

There was a meeting of Network members on July 24, 2006. A good part of the meeting dealt with the development of an action plan based on the objectives established by the Network during a strategic planning session in March 2006 (see Appendix XI for the meeting minutes).

Also, the Network Executive Committee met on August 31, 2006 (see Appendix XII for the meeting minutes). It pursued its discussions on the action plan (see Appendix XIII for the action plan).

The Network and its Executive Committee each have a meeting planned in November.

PHCTF projects

The Network continued to closely monitor three PHCTF projects in PEI this quarter. No other meetings between the project officers were held since one of the projects was completed in late

July. On July 27, 2006, the coordinator and assistant coordinator attended an information session on French-language services, organized by the *Healthy Choices, Healthy Communities* project officer, for employees in the Primary Care Division (see Appendix XIV for the agenda for this session).

On September 12, 2006, the Network coordinator attended a presentation by dietician Louise Lambert-Lagacé, organized in partnership by the PHCTF projects *Healthy Choices, Healthy Communities* and the Prince County Hospital Resource Centre. The assistant coordinator attended the September 14 presentation given by Ms. Lambert-Lagacé (see Appendix XV for the poster advertising Ms. Lambert-Lagacé's tour).

The assistant coordinator led a discussion group on September 26, 2006 made up of four members of the Francophone community and Network Web site users who evaluated the *Site virtuel de services santé en français de l'Î.-P.-É.* (PEI French Language Health Care Services Web Site).

Setting the Stage

The Network is working with the Departments of Health and Social Services and Seniors, and the Acadian and Francophone Affairs Division to prepare a press release.

The Network coordinator presented the *Setting the Stage Action Plan* to the Primary Care Division management team on July 19, and at the information session on July 27 (see Appendix XVI for the coordinator's presentation).

An information sheet describing the Network's *Setting the Stage Action Plan* was created to include in the new information kits, as mentioned in the *Communication, representation and liaison* section above.

Planning for the next quarter (October-December 2006)

1. Ensure the implementation of the action plan developed by the Network members, while focusing on attaining the Network's priority objectives.
2. Follow up on the Network Action Plan for the *Setting the Stage* project.
3. Keep the *PEI French Language Health Care Services Web Site* up to date and relevant in order to ensure its continuity.
4. Liaise with the SSF and the provincial and territorial networks.

Financial report

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