

Meeting:	Mills Memorial Hospital (MMH) Redevelopment: Community Advisory Committee	Date & Time:	April 8, 2019 16:00-17:00
Location:	Northern Health Boardroom, Northwest Administration 4702 Lazelle Ave, Terrace, BC		
Members	Ciro Panessa (NH), Jaco Fourie (NH), Andrea Palmer (NH) Albert Sommerfeld (NH), Carol Leclerc (City of Terrace), Jessica McCallum Miller (City of Terrace), Chris Simms (HSA), Roswitha (Rose) Dreger (Patient Voices Network), Bruce Bidgood (NWRDH), Charlene Webb (Kitsumkalum First Nation), Corinne (Coco) Miller (First Nations Health Authority), Roxanne Ridler (Kitselas First Nation)		
Regrets	Margo Greenwood (Aboriginal Health, NH), Nicole Cross (First Nations Health Authority), Jeffery Hammond (NWRHD), Brandi Trudell-Davis (Nisga'a Valley Health Authority)		

Discussion Item	
1.	<p>Introduction</p> <ul style="list-style-type: none"> The committee was informed that the minutes from the previous meeting (November) have not been distributed yet, due to changes in the Terms of Reference; they will be distributed after this has been discussed. Call for any additional agenda items.
2.	<p>Terms of Reference</p> <p>The committee reviewed and approved amendments from last meeting. A meeting summary based on notes taken will be distributed to members via email, and will be made available online on the Northern Health website</p>
3.	<p>Communication Strategy / Tactics</p> <p>The committee discussed the communication strategy. They were informed the project is currently in the business planning phase; waiting on approval to move forward, will then work on project milestones, then will initiate communications processes. A communications plan will be developed.</p>
4.	<p>Seven Sisters Request for Qualifications (RFQ)</p> <p>The committee discussed the preparation for the build of Seven Sisters with an RFQ process to invite contractors to participate in bidding processes. Qualified contractors will be short-listed. The short-listed contractors will then bid on the project.</p>
5.	<p>Update on MMH Redevelopment Process</p> <p>The business plan was submitted in November; there have been a series of back and forth discussions with Ministry of Health. At this point, all concerns have been addressed. Supporting documents have been submitted to Ministry of Finance; now waiting on Treasury Board's approval.</p>
6.	<p>Next Meeting This meeting will be held in the second quarter of 2019. Topics will include alternative energies and opportunities, green initiatives, and the business planning process.</p>