

MINUTES OF THE MAY 6, 2008 MEETING OF THE DEVELOPING A STRATEGIC VISION STEERING COMMITTEE

Location: Board Room SEAPARC

Time: 9:30 a.m.

Present: Wayne Fritz (Chair), Arnie Campbell (Recorder), John Charles, Cleo Gardener, Heather Philips, Veronica Diment, Andrew Moore (Workshop Facilitator).

Regrets: Rosemary Jorna.

1. **Agenda:** Add item on Family Consultation. Moved to adopt the agenda by V. Diment: Seconded by J. Charles. Carried
2. **Appointment of Recorder:** Arnie Campbell by rotation. Rosemary Jorna next, followed by John Charles.
3. **Approval of the April 15, 2008 Minutes:** Postponed until the next meeting.
4. **Review of the April 19th Workshop:**
 - Engagement from participants was good.
 - Timing was a problem and added pressure.
 - Workshops attracted like-minded people; challenge will be to engage others, including families and different (younger?) age groups.
 - Positive feedback; should have more community workshops.
 - Good opportunity to talk through differences of opinions.
 - Good opportunity to collect more information & points of view.
 - Those there were enthusiastic; need to identify groups we are missing.
 - Placing dots to identify priority areas worked well.
 - More goals identified than the ones the Steering Committee started with.
5. **Developing a “First Cut” of the Final Report**
 - a) Note of thanks to Rosemary Jorna for preparing the summary of workshop materials.
 - b) Team #1 Draft Material
 - Tried to keep the 1st draft short;
 - Reviewed the material developed to date.
 - Organized the material around naturally occurring themes.
 - Used some material from other workshop.
 - Need to go back to the flip charts and questionnaires and review for language and other material.

- Wanted participants to “recognize” themselves in 1st draft.
 - Haven’t done “ dreams & aspirations” or “ vision statement” yet.
 - Should comments that didn’t come from the workshops be included? Yes, but need to identify the source. Once drafts are circulated for community feedback, we’ll know if the content needs changing.
- c) Team #2 Draft Material .
- Reviewed the material developed to date
 - Identified themes that were not the original ones used in the forum straw polls and community participation forums. E.g. Community Working Together.
 - Important to identify the correct themes and get community agreement/support..
 - Need the information laid-out in a logical manner that gets you to conclusions which you can later monitor for progress.
 - A. Moore provided an example of a matrix that could be used to organize the material. Team #2 will try using the matrix to organize their material.
- d) General discussion
- Need a framework to organize the material.
 - Report needs to identify themes, goals, values and guiding principles.
 - A. Moore showed examples of other final reports with easy to understand lay-out, pictures; quotations, explanation of purpose of report and how it can be used to influence decision-making..
 - Demonstration of community representation, participation and support remains crucial if final report is to be used to influence change.
 - Do we need 2 final reports? One for the community (briefer) and one (longer) for government, etc.
 - Is it important to point-out the consequences of certain decisions? E.g. if you want to remain rural, you can’t expect certain services.
 - Need to clearly state what the community says that it wants so the implications, can be understood before a decision is made.
 - Need a preamble explaining purpose of the project, the purpose of the report and how it could be used.
- e) Set Meeting for May 20th to review next version of 1st draft of final report.
- f) Material from the Steering Committee workshops will be used for consideration in the drafts.

6. Circulation of Draft Report

- a) Discussion of how to circulate the drafts for community comment: Use OPSRRA, MCPS, JDFCTS, workshop participants. Arnie to begin contacting agencies and organizations asking for their assistance.
- b) Wayne will check into the cost of doing a Canada Post mailing and whether it could be restricted to Otter Point, Shirley and Jordan River only.

- c) Could we get permission to put something into BC Hydro billings?
- d) Discussion about some people being on multiple mailing lists and getting the drafts several times and draft going to some who don't reside in the local area. Difficult to crosscheck mailing lists as some organizations wouldn't release them and even if they did, you would then have the task of creating one new list. Decision to distribute drafts through any group that offered to help. Unlikely that comments will be received from those living out of the local area and steps can be taken to identify the sources of all replies.

7. Publicity

- a) A proposal from A. Campbell to advertise the release of drafts of the final report in Rural Observer and Sooke News Mirror was approved.

8. Community & Family Consultation

- a) General discussion of opportunities in June and July for comment from families and children.
- b) What about school projects? C. Gardener to contact local schools.
- c) What about providing disposable cameras to take pictures of what children and families value in their community? Drawings? Stories? Can there be a connection to the Sooke Fall Fair?
- d) What local events will be happening that could be used? Shirley Days? A. Campbell to check with Chuck Minten.

9. Reports of Sub-Committees

- a) Gathering Information: No Report
- b) Funding: Grant application submitted to BC Healthy Communities for \$2,000. Applicants will be informed by June 15th.
- c) Publicity: Ads in R.O. & SNM (see item 7) approved. Need to keep-up awareness of the project while the draft reports are being prepared and circulated. Suggest trying to get an interview in the Sooke News Mirror and using OPSRRA & SCA Community Bulletin Boards.
- d) Event Documentation: All documentation except summaries of Community Participation workshops is now on the web site. The drafts of the final report will be posted to the web site too.

10. Adjournment: Moved to adjourn at 11.58 by J. Charles. Carried