

Meeting Minutes: Core Indicators for Public Health in Ontario Core Indicators Work Group (CIWG)

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| Date: | Tuesday, Oct. 19, 2010 |
| Location: | Face-to-face and teleconference, 9:30 a.m. – 4:00 p.m. |
| Chair: | Brenda Guarda |
| Recorder: | JoAnn Heale |
| Attendees: | Sherri Deamond, Mary-Anne-Pietrusiak, Nancy Ramuscak, Jennifer Skinner, Brenda Wannell (teleconference), Popy Dimoulas-Graham (teleconference), Suzanne Sinclair, Julie Stratton |
| Regrets: | Katherine Russell |
| Guests | Kevin Yam (MOHLTC), Elsa Ho (MOHLTC), Ruth Sanderson (OAHPP), Ian Johnson (OAHPP), Rachel Savage (OAHPP), Anne Simard (OAHPP), Ingrid Tyler (OAHPP) |

| No. | Item | Action |
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| 1.0 | Review of the Agenda & Introductions | Add 5.5 Teleconference support for CIWG |
| 2.0 | Review of Minutes June 9, 2010 | Approved by all |
| 3.0 | Presentations | |
| 3.1 | <p>Indicator Framework for the Surveillance of Chronic Disease, PHAC Popy reviewed the background information on the project that was circulated previously (Marisol Belancourt who was unable to attend). There are 325 indicators in five domains in the framework, and the next deliverable for the project is an annual report.</p> <p>The following questions were raised by CIWG: who is the audience; are the indicators health care or public health focused; is there overlap with the national indicators from Statistics Canada.</p> <p>Popy asked if the project team should consult with CIWG.</p> | <p>Popy will take the questions back to Marisol.</p> <p>The consultation with CIWG will be through Brenda or Shanna (when she returns).</p> |
| 3.2 | <p>MOHLTC's GIS Strategy & proposed partnership with CIWG – Kevin Yam and Elsa Ho Kevin summarized the MOHLTC's GIS strategy – they are currently 6 months into the 3-year plan. Elsa provided examples of indicator mapping by PHU from CCHS survey (smoking, physical activity, overweight).</p> <p>Mary-Anne suggested that CIWG explore having links to maps on the website for any core indicators for which they're available.</p> <p>Kevin reported that Deborah Moore, Niagara Public Health, is the public health rep on the Ministry's GIS Stakeholder Advisory Group.</p> | Kevin will send Brenda a copy of the presentation and information on the GIS & Health Education day for distribution. |
| 4.1 | <p>CIWG Membership Lists – following edits:</p> <ul style="list-style-type: none"> - add Suzanne Sinclair to CIWG - remove Popy from HEAL subgroup - remove Jostein Algroy from Social Determinants | Brenda made the changes to the document and will distribute to CIWG. CIWG subgroup leads to distribute to their membership. |

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| | <ul style="list-style-type: none"> - correct Brenda Wannell's e-mail address | |
| 4.2 | <p>Website changes</p> <ul style="list-style-type: none"> - Orientation section was updated. - Table of optional modules for CCHS has been completed - History needs to be updated - Mary-Anne circulated suggestion for acknowledgements (table in each indicator section, rather than single list; table includes lead author, contributing authors, reviewers) – there was general discussion and the template was adopted | <ul style="list-style-type: none"> - Sherri and Mary-Anne to update history - Mary-Anne to update Guide to Editing or Creating Core Indicator Pages to reflect the addition of the acknowledgements section - subgroup leads to update the acknowledgement table for their indicator section |
| 4.3 | <p>French Indicators on website</p> <ul style="list-style-type: none"> - review of titles for indicators discussed – decision to include French titles in brackets after each English title | Brenda will add the French titles |
| 4.4 | <p>Policy & Procedure on Indicator Review</p> <ul style="list-style-type: none"> - there was general discussion about recruiting reviewers, i.e. whether or not external reviewers were required vs. optional, whether or not a pool of reviewers should be recruited up front | Brenda will circulate P & P for input – input to be received by the end of the year or the next meeting, whichever comes first |
| 4.5 | <p>Data gaps document</p> <ul style="list-style-type: none"> - this document was originally written in relation to the MHPSG – needs to be completely revised to address OPHS - Brenda noted that it is listed in the promotion section of the Operational Plan, but no one is assigned to it - There was a suggestion that this could be a function that OAHPP might take on - Item was deferred for further discussion under 6.2 OAHPP | |
| 4.6 | <p>APHEO Budget</p> <ul style="list-style-type: none"> - CIWG is requesting money from APHEO but requires a rationale - Could be to address Goal # 5 of APHEO's Strategic Plan - Deferred for further discussion under 6.2 OAHPP | |
| 4.7 | <p>Indicator & data questions (Life Tables, Dental DMF, CCHS release guidelines)</p> <ul style="list-style-type: none"> - Sherry and Lee have created an issues identification page - discussion about where the links to this page should be from core indicators pages - suggested that links should be on the FAQ page, at the top of the indicator list, and from the resource page. - noted that FAQs need updating - Mary-Anne suggested that a testimonials page would be good to have | <ul style="list-style-type: none"> - Brenda will create an issues identification table (to be added to new page) and will update the FAQs - Mary-Anne to add a testimonials page |

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| 5.0 | New Business | |
| 5.1 | Resource for Indicator Standards - JoAnn gave a background on this indicator website, i.e. that it includes technical documentation for MOHLTC-related indicators, such as those used in the Ministry LHIN Performance Agreements, the Ministry's Quarterly Report to MMC, and the Ministry's Scorecard initiative | - Brenda will add to guide that the URL should be added as a link under 'other indicators' in appropriate sections |
| 5.2 | OPHS Resource Page - tabled for further discussion at next meeting | |
| 5.3 | Guide to Core Indicators - there was general agreement that the statement about geography under 'basic categories' should be revised - any reference to the PHPDB should be changed to IntelliHEALTH ONTARIO - the statement about population is confusing and needs to be revised or deleted | Mary-Anne will make the discussed revisions and circulate for review |
| 5.4 | Access to GIS data - Popy reported that the Built Environment subgroup had noted that some members/PHUs could not access GIS data and indicated that one option would be to have APHEO purchase DMTI data - Brenda reported that there's free access to municipal-level GIS data through Land Information Ontario (Ministry of Natural Resources) | Popy to explore LIO access |
| 5.5 | Teleconference support - OAHPP volunteered to support future CIWG teleconferences | Brenda to make arrangements with OAHPP |
| 6.0 | Partnership Discussions | |
| 6.1/6.2 | ORBSS/OAHPP - Anne Simard provided an overview of the current OAHPP/ORBSS landscape - Ian Johnson reported on the vision for both OAHPP and ORBSS – OAHPP includes 'central analytics' and 'data access' as key areas in the vision – ORBSS will develop a blueprint based on stakeholder consultations - the general message was that OAHPP could help 'functionally' but not 'monetarily' - Mary-Anne raised the point that CIWG and core indicators in general, don't seem to be priorities for OAHPP - After much discussion, there was general agreement that the following support from OAHPP would be immediately helpful: <ol style="list-style-type: none"> 1) assistance in revising the data gaps document 2) OAHPP participation on the injury, reproductive health, and social determinants subgroups 3) updating indicators to align with OPHS | Brenda will draft a letter and circulate to CIWG for review prior to sending to OAHPP – letter to outline key points/agreements from the meeting |

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| 7.0 | Subgroup Reports | |
| 7.1 | Social Determinants of Health <ul style="list-style-type: none"> - population estimates and projections are complete - data source has been revised - need a link to population pyramid Excel file | Sherry to try to locate population pyramid file. |
| 7.2 | Reproductive Health <ul style="list-style-type: none"> - group is struggling with multiple definitions and sources for reproductive health indicators | Mary-Anne to explore possibility of workshop/webinar on repro indicators and will discuss with OAHPP |
| 7.3 | Infectious Disease – no update | |
| 7.4 | Injury and Substance Misuse – group just had second meeting and is just getting underway | |
| 7.5 | HEAL <ul style="list-style-type: none"> - require a reviewer for screen time, fruit & vegetable consumption indicators - issue of data gaps for some indicators, e.g. not all PHUs have RRFSS - have completed data gaps document for HEAL | Brenda will try to recruit staff at her PHU to review indicators |
| 7.6 | Built Environment <ul style="list-style-type: none"> - good progress over past year - issue with GIS data access - Popy is moving to new position and will try to recruit subgroup lead for the two months before Ahalya is back - Population density indicator is ready for review - Have developed an external reviewer list - Documents have been posted to subgroup area - Availability and proximity indicators are almost ready | Brenda will review indicator |
| 8.0 | Standing Items | |
| 8.1 | Operational Plan | Brenda will work on operational plan and circulate |
| 9.0 | Date, Time and Location of Next Meeting | To be Determined |