

BC SUPPORT Unit Advisory Council

Minutes

June 16, 2021, at 8:30am – 10:00am

Attendees: Lynn Stevenson (chair), Krista Allan, Stephanie Irlbacher-Fox, Martha MacLeod, Alison Mclean, Megan O'Reilly, Bernie Pauly, Anni Rychtera, Swapnil Shah, Anne-Marie Visockas,

Ex-officio: Stirling Bryan, Terri Fleming, Danielle Lavallee, Victoria Schuckel, Waqar Mughal

Tentative:

Regrets: Ellen Chesney, Michelle Duffy, Gregory Haljan, Bev Holmes, Sonia-Isaac Mann, Amanda Ward, Martin Wright

Secretariat: Sara Lima Branco

Guest: John Ward, Shirley Wong

1. Call the Meeting to Order

L. Stevenson welcomed all members to this meeting of the BC SUPPORT Unit Advisory Council and brought the meeting to order at 8:32am.

2. Territorial Acknowledgement

L. Stevenson acknowledged that this meeting is being hosted from within the ancestral, traditional, and unceded territory of the Coast Salish Peoples, including the territories of the Esquimalt, Songhees, Tsawout, WJOLELP, Pauquachin, MÁLEXEŁ (Malahat), and Tseycum First Nations, and of the Metis people. Meeting attendees were welcomed to share their respective territory.

L. Stevenson led the group in recognition and reflection on the tragic discovery of the remains of 215 children at a residential school site in Kamloops on May 28th, 2021, and how the work this group is undertaking can make a difference.

3. Introductions:

New council member K. Allan introduced herself to the group, while D. Lavallee provided an introduction of A. Ward, who was not able to join today's meeting.

4. Action items review

There were 3 action items from the previous meeting:

- D. Lavallee will come back to this group at a future meeting (before June, when the summative evaluation work begins) with more information on specific asks, roles for Advisory Council members and a framework for what's needed for the summative evaluation.
 - **UPDATE:** This is taking place. **This item is closed.**
- S. Irlbacher-Fox will share the list of her Unit's questions and answers with the management team.
 - **UPDATE:** This document was shared after the last meeting. **This item is closed.**
- M. Downey and W. Mughal will connect with E. Chesney regarding a research privacy contact at Provincial Health Services Authority (PHSA).
 - **UPDATE:** This meeting took place. **This item is closed.**

5. Approval of Minutes

The minutes were presented to the group. It was moved to approve the minutes, and then seconded. The minutes were approved.

6. BC AHSN/MSFHR Consolidation

S. Bryan provided an update on the consolidation process with Michael Smith Foundation for Health Research.

In July 2020, a memorandum of understanding was signed by the chair of the boards of each organization to create a single health agency for the province. Work has been ongoing since then, with October 1st, 2021 identified as the date when one consolidated organization will exist.

Recruitment of a new board is ongoing; membership will include members from the existing boards, as well as new members. S. Bryan welcomed recommendations from this group for consideration. This group was recommended to keep in mind that; that this is a competency-based board; there is a focus on Equity, Diversity, and Inclusion; there is also a focus on lived experience, and patient and public voices.

Substantive programs will be maintained, and the BC SUPPORT Unit, Clinical Trials BC, and Research Ethics BC will all be maintained as integral units. Discussions are ongoing regarding the name of the new consolidated organization.

7. SPOR SUPPORT Unit Phase I Summative Evaluation

J. Ward provided background of the summative evaluation (while required by CIHR, this is an opportunity to look back, collect lessons learned, outline areas of improvement, and position the Unit as advantageously as possible for Phase II), the process by which the successful proponent was chosen, the steering committee, and the timeline for work. Once more substantive information has been collected, and more work has taken place, that information will be shared with this group. A discussion on services vs supports vs activities took place, and how these have been defined and differentiated thus far.

A discussion took place, and the relationship between the summative and formative evaluations, ‘activities’ versus ‘services’ (and the need for more clarification of these terms), how the Unit can best frame the evaluation and gain the most relevant insights.

ACTION ITEM: The Summative Evaluation steering committee/group will create a briefing note or short overview of the plan thus far, to be shared with this group for feedback and guidance.

8. SUPPORT Unit Phase II update

a. Phase II Update:

D. Lavallee provided an overview of the current status of Phase II, including background, budget, timelines through October, implementation plan and business plan, partner requirements, core components in Phase II, goals, Phase II changes, governance and sustainability.

Feedback was provided that there may be existing SPOR work/activities that could provide a foundation for the work in Phase II. Examples of this include the CAN-SOLVE Indigenous Health Research Training and Saskatchewan’s (SCPOR) Indigenous Health Research Training.

ACTION ITEM: A document/ mechanism of tracking the cross appointments/activities of Advisory Council members, to see what areas/themes are being supporting, and where additional coverage is needed will be created.

b. Governance:

D. Lavallee provided additional information on governance requirements in Phase II, including the groups CIHR mandates Units include, the groups from the list that aren't currently represented on the Advisory Council, and an inquiry and starting discussion about the potential mechanisms to best achieve diversity and inclusivity. Feedback from this group on is welcomed on how to do this.

c. Sustainability:

A subcommittee, whose focus will be consideration of what the Unit will look like in 5 years time, will be created. Members of this group will be included, but an inquiry was posed of other potential groups/individuals with certain competencies or experiences that should be included. The inquiry was posed as to what 'sustainability' really means, and what would be sustained (Learning Health Systems or Patient-Oriented Research).

9. Summary and Next steps

After today's discussion, members are encouraged to reflect on the below, in anticipation of our next meeting:

- Evaluation
- Governance
- What sustainability means to them

S. Bryan led the group in thanks and recognition of the contributions M. Downey made during her tenure at the BC SUPPORT Unit.

D. Ostrow has stepped down from the Advisory Council, and S. Bryan wanted to convey his many thanks to D. Ostrow for his contributions to this group's work.

10. Group adjourned at 11:59am.