

FINAL

LCC MEETING – RECORD OF CONCLUSIONS
Large Conference Room
10, Enniska/February 2011

AGENDA

Present:

Linda Delormier, LCC Coordinator - Chairperson
Leslie Skye, LCC Program Assistant - Recorder
Jeffrey Diabo, LCC/OCC Representative
Ron Skye, LCC/Justice Representative
Jean Pomainville, LCC/Legal Services Representative
Chief Mike Bush, Chiefs Oversight Committee
Kahsennenhawe Sky-Deer, Chiefs Oversight Committee

Absent:

Joe Delaronde, LCC/Communications Representative
Peggy Mayo-Standup, Chiefs Oversight Committee
Clinton Phillips, Chiefs Oversight Committee
Martin Leborgne, Chiefs Oversight Committee

1. PREVIOUS RECORD OF DISCUSSIONS – January 27, 2011

The January 27, 2011 Record of Conclusions were reviewed with changes noted in the Action items under: **2. Anti-Tobacco** should read, '*Leslie will* put the ROC's of the weekly items on LCC website'. Any additional changes should be sent to Leslie Skye as they will be finalized by 4:00 PM today.

2. ANTI-TOBACCO REQUEST FOR LEGISLATION

The Kahnawakehro:non Ratitsenhaienhs were notified of the Anti-Tobacco Request for Legislation Categorization on February 7, 2011. No objections were filed. The next step in the CDMP is to implement the Minimum Communications Standards, which include sending out a press release to three outlets (TV, Radio & Print) and then posting the information onto the LCC website. The Minimum Communication Standards will inform the community that; 1) the technicians are Jeffrey Diabo and Trina C. Diabo, 2) the proponent is Akenhnhahse White and 3) the Sponsoring Unit is the OCC.

The assigned technicians, Jeffrey and Trina, will gather all existing information/history on the topic and develop the communication strategy in order to disseminate the information in preparation for the Phase I - Community Hearing. Trina and Jeffrey will present their strategy and timeline to the LCC within the next few weeks.

Action(s):

1. Leslie to send Joe Delaronde the Minimum Communication Standards by Monday @ 12:00 noon
2. Schedule Jeffrey and Trina C. Diabo to present Tobacco Communications Strategy and time line to the LCC within next few weeks.
3. LCC will submit notification to community once all information has been gathered.

3. SANITARY CONDITIONS LAW

The council agenda ran quicker than expected on February 7th, 2011. When Linda arrived for the Agenda Item at the assigned time slot, the table had already called in Heather Jacobs-Whyte. Unfortunately, as it was an LCC agenda item, Heather was not aware of what needed to be presented and only discussed the calendar request.

In the Type II process, the Kahnawake Ratitsenhainhs is required to confirm the mandate, purpose, scope and intent. Before we can move forward, they must confirm those items. The next available date to submit another Council Agenda Package is on February 21, 2011 @ 9:00 am.

It was decided Heather Jacobs-Whyte and Francis Walsh will be invited to the next LCC meeting to explain the implications of what will be expected at the council meeting and for them to be available to explain the three options he gave in his memo dated November 5, 2009.

Action (s):

1. Leslie will reschedule and resubmit a request for Agenda for February 21/11 requesting confirmation of the mandate, purpose, scope and intent.
2. Jean will ask Francis Walsh to meet with Heather Jacobs-Whyte to explain content and what she's requesting.
3. Leslie will invite Heather Jacobs-Whyte and Francis Walsh to the next LCC meeting on Feb 17th to explain the process and what will be expected on Monday's presentation

4. ANNUAL REVISIONS

Linda explained that this will be a standing item on the weekly LCC agenda.

A) LCC Mandate

The LCC is due submit the annual revision. Linda and Leslie are working on revising the mandate based on the discussions that occur at the weekly meetings.

B) CDMP Flowchart Revisions

Type II Flowchart revisions were reviewed.

CDMP Proposed changes: 1) LCC be bound by a timeframe identified within CDMP (It may be becoming too bureaucratic. However, this may create additional pressure on administration staff), 2) Timeframes should only be placed

on the process and not the content noting that extensions to timeframe could always be granted, 3) Record all revised timeframes in the Quality Assurance Work Instruction (*formerly called the QMID-Quality Management Instruction Document*), 4) Confirm when laws can be submitted, and 5) Take out three community representatives in Type II process.

C) STRATEGIC PLANNING:

Another suggestion was to have a 2-day strategic planning session in the spring or summer for LCC that would include all of the above.

Action(s):

1. Linda and Leslie will develop and schedule an LCC strategic planning session to review the direction of the LCC and the process itself.

5. SHAREPOINT

Jeffrey gave a general overview of the SharePoint program and informed that meetings occur every Friday. The target date to have everyone active is March 2011.

Action(s):

1. Send a notification of next LCC meeting to LCC members using SharePoint (an alert).
2. Jeffrey to check into booking weekly SharePoint meetings on Thursday afternoons in Large Conference Room.
3. Need confirmation of Sophia's participation on SharePoint

6. ABORIGINAL JUSTICE

A decision was made to visit Fran Beauvais' and the Justice Program in Akwesasne on March 18, 2011. Kahsennenhawe, Ronald, Linda and Leslie will be attending. Leslie will inform Fran and ask her to send us some information about her program and what we could expect on our visit.

Action (s):

1. Leslie to schedule trip to Akwesasne and request information on her program and what to expect from trip.
2. Leslie will contact Clinton, Martin, Joe & Justice Commission members to see if they would be interested in attending.

7. MISCELLANEOUS

Addition to Agenda Membership Update:

The next step in the CDMP is to have the sponsoring unit (SDU) develop and carry out a communications strategy. The SDU has been doing this. However, they have encountered some delays. Rodney Thomas informed that there are three people

conducting the telephone surveys and their best case target date for completion is mid-March 2011.

Ron asked for clarification: Re Phase I: Communication Strategy. The LCC is only responsible to ensure that this gets done and is not responsible for actually doing the communications strategy.

8. NEXT MEETING: Thursday, February 17, 2011

LS/LCC/ROC/FEB10.2011