

## CHLNet Secretariat Teleconference: Consent Agenda Feb 10, 2023, from 1300 to 1430 hours Eastern Zoom Meeting

### Objectives:

1. Input into new workplan and working/steering groups
2. Refine winning conditions for new collaborations

Time	Agenda Item	Responsibility	Action Required	Attachments
1300 to 1305	<p>1. <a href="#">Consent Agenda</a></p> <p>Declaration of any conflict of interest relating to any of the agenda items.</p> <p><b>Approval:</b></p> <ul style="list-style-type: none"> <li>• Oct 19 Secretariat Minutes (1a)</li> <li>• 2023 Budget (1b)</li> <li>• 2023 Workplan (1c)</li> </ul> <p><b>Information only:</b></p> <ul style="list-style-type: none"> <li>• December 2022 Balance Sheet and Income Statement (1d, 1e)</li> <li>• Network Partner Roundtable Minutes (1f)</li> <li>• LEADS Frame Steering Group Minutes (1g)</li> <li>• R&amp;E Working Group Minutes (1h)</li> <li>• HLEA Working Group Minutes (1i)</li> </ul>	Kathy	Additions or deletions to agenda	<p>Oct Sec. Minutes (1a)</p> <p>2023 Budget (1b)</p> <p>2023 Workplan (1c)</p> <p>Dec BS (1d)</p> <p>Dec IS (1e)</p> <p>NP RT Minutes (1f)</p> <p>LEADS Framework SG Minutes (1g)</p> <p>R&amp;E WG Minutes (1h)</p> <p>HLEA WG Minutes (1i)</p>
1305 to 1335	<p>2. <a href="#">CHLNet Structure and Functioning</a></p> <ul style="list-style-type: none"> <li>• Briefing Note: Enhanced Secretariat Governance (2a)</li> <li>• 2023 Secretariat               <ul style="list-style-type: none"> <li>○ Contract Renewals</li> <li>○ Advisors Succession Planning (2b, c)</li> </ul> </li> <li>• McMaster New Partner TBD</li> <li>• Network Development Terms of Reference (2d)</li> <li>• Governance and Nominating Terms of Reference (2e)</li> <li>• <a href="#">M&amp;T Award (2f)</a></li> </ul>	Kathy/Kelly	Discussion and approval	<p>Briefing Note: Secretariat Governance (2a)</p> <p>Senior Research and Policy Advisor Position Profiles (2b, c)</p> <p>Network Development Terms of Reference (2d)</p> <p>Governance and Nominating Terms of Reference (2e)</p> <p>M&amp;T Terms of Reference (2f)</p>

Time	Agenda Item	Responsibility	Action Required	Attachments
1335 to 1345	<p>3. Value Stream I – Support Leaders Through Dialogue &amp; Engagement</p> <ul style="list-style-type: none"> <li>NP RT Dates - virtual and in person with ILA (3a)</li> <li>May NP RT Leadership Dialogue and Speaker</li> <li>Website analytics (3b)</li> <li>CCHL June Conference Concurrent Session (3c)</li> </ul>	Kathy, and Kelly	Discussion	<p>ILA Brief (3a)</p> <p>Website Analytics (3b)</p> <p>CCHL Concurrent (3c)</p>
1345 to 1400	<p>4. Value Stream II – Build and Apply Health Leadership Research, Evidence and Knowledge</p> <ul style="list-style-type: none"> <li>Mitacs/McMaster Steering Group and Progress (4a)</li> <li>Leading Thru COVID Findings Infographic (4b)</li> <li>LDI Toolkit Refresh and Case Study – ROI Institute</li> <li>CIHR Misinformation Grant (4c)</li> </ul>	Kelly and Bill	Discussion and Advice	<p>Mitacs Terms of Reference (4a)</p> <p>Leading Thru COVID Infographic (4b)</p> <p>CIHR Misinformation Grant (4c)</p>
1400 to 1420	<p>5. Value Stream III – Accelerate 21<sup>st</sup> Century Care Leadership Practices</p> <ul style="list-style-type: none"> <li>Indigenous Health Leadership Brief (5a)</li> <li>LEADS Framework Renewal (5b)</li> <li>World Health Leadership Network (5c)</li> </ul>	Stephen, Kelly and Bill		<p>Indigenous Leadership Brief (5a)</p> <p>LEADS Framework Renewal (5b)</p> <p>WHLN Brief (5c)</p>
1420 to 1425	<p>6. Value Stream IV – Champion Strategic Leadership Excellence</p> <ul style="list-style-type: none"> <li>Terms of Reference (6a)</li> </ul>	Kelly		Strategic Excellence Terms of Reference (6a)
1425 to 1430	<p>7. Next Meeting Dates and Evaluation</p> <ul style="list-style-type: none"> <li>Network Partner Roundtable: May 3<sup>rd</sup> 11 to 2pm ET, Oct 12<sup>th</sup> all day (in person with ILA Vancouver)</li> <li>Secretariats April 5<sup>th</sup>, June 21st, Oct 4th</li> </ul>	Kathy		
1430	IN CAMERA SESSION	Kathy	As required	

**Confirmed:** Kathy MacNeil, Maria Judd, Kelly Grimes, Alain Doucet, Bill Tholl, Doran Walker, Deanne Taylor, Emily Gruenwoltd, Graham Dickson, Stephen Samis, Wendy Nicklin and Grace Gemin (notetaker)

**Regrets:** Graham Dickson, Scott Malcolm