

Planning Committee for Toronto Cancer Prevention Task Force

Minutes of Meeting - July 30, 1997

Minutes developed from notes taken at the meeting held at the Centre for Health Promotion, 100 College Street, Suite 207, Toronto.

Present: Michelle Dvorak, Dianne Finkle, Cathy Gapp, Valerie Hepburn, Brian Hyndman, Irv Rootman, Fran Walsh.

Regrets: Jeanne Jabanoski, Jean Jackson, Maria Lee, Sara Miller.

New Committee Members - Cathy Gapp will be replacing Dianne Finkle as the Canadian Cancer Society rep. on the Committee. Michelle Dvorak will be replacing Paul Fleiszer and Bonnie Cunningham-Wires as the Scarborough Health Department rep.

Purpose of Committee - The purpose of the Planning Committee was re-visited for the benefit of the new members. The Committee was formed to organize a half-day forum on cancer prevention issues in metro Toronto. This event will be held at Alumni Hall, Victoria College, on Monday October 20th.

The objectives of the forum are to:

- provide a venue for key stakeholders (inc. representatives of health, labour and environmental organizations) to discuss cancer prevention issues using the 81 recommendations of the **Ontario Task Force on the Primary Prevention of Cancer** as a point of reference;
- identify and discuss cancer prevention priorities in metro Toronto;
- identify and discuss key cancer prevention initiatives in metro Toronto;
- explore the possibility of establishing a Toronto-wide Task Force on Cancer Prevention (as per the Toronto Board of Health's directive).

The purpose of the Task Force is to promote the primary prevention of cancer within metro Toronto by fostering action on the recommendations outlined in the report of the Ontario Task Force on the Primary Prevention of Cancer. The work of the Task Force could include developing new cancer prevention initiatives, coordinating existing efforts, monitoring and communicating progress on cancer prevention to the public and advocating for public policies supportive of cancer prevention.

The membership of the Task Force will be intersectoral: proposed members would include City of Toronto staff, representatives from labour, cancer, health and environmental organizations, other metro Toronto health units, university representatives and community-based cancer prevention advocates. Once established, the mission, process, purpose and terms of reference of the Task Force will be finalized by its members.

To support the work of the Task Force, the City of Toronto is contributing one full time staff person for a six month period. In addition, the City has set aside \$5,000 to support the planning and delivery of a one-day forum on cancer prevention.

Minutes of Previous Meeting - The July 2nd minutes of the Planning Committee were approved as circulated.

Draft Agenda for Forum -The Committee proposed the following agenda for the Forum:

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| 9:00 - 9:45 a.m. | Keynote address |
| 9:45 - 10:30 | Facilitated panel discussion on cancer prevention priorities |
| 10:30 - 10:45 | Break |
| 10:45 - 11:15 | Plenary discussion re. development of Cancer Prevention Task Force |
| 11:15 - 12:30 p.m. | Small group discussions re. the nature and scope of the Cancer Prevention Task Force (lunch could be served during this time) |
| 12:30 - 1:00 | Conclusion (inc. brief reports from small groups) |

Possible Keynotes for Forum -It was decided that Dr. Rob Buckmann (sp?), an oncologist at Toronto-Sunnybrook and the host of a popular TV Ontario show on health-related issues, would be asked to serve as the keynote speaker. Don Wigle, a scientist at Health Canada, will be approached as an alternate keynote if Dr. Buckmann is unable to take part.

Panel Members - Given the purpose of the Task Force, it was decided that the panel should be comprised of people who can speak to cancer prevention issues from a metro Toronto perspective. The following individuals will be asked to take part on the panel:

- Dan Hayes, Chair of Cancer Care Ontario Regional Subcommittee;

- a representative from the Canadian Cancer Society, Metro Toronto Region;
- Lois Griffin, the Chair of the health and social services committee of the Megacity transition team;
- a representative from the Toronto Environmental Alliance.

Promotion of the Forum - Mailed invitations will be sent to participants. A brochure promoting the forum will be developed as soon as the keynote and panel members have been confirmed.

Forum Participants - It is expected that most of the forum participants would be from the GTA. However, representatives from national or provincial organizations should also be invited as a means of securing additional resources for the Task Force. A list of Forum participants will be compiled at the next meeting.

Next Steps - The identified keynote and panel members will be contacted re. their participation in the Forum (see above). Committee members will compile lists of participants for review at the next meeting.

NEXT MEETING DATE

FRIDAY SEPTEMBER 12, 2:00 p.m.

**CENTRE FOR HEALTH PROMOTION
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