

The Ottawa Hospital New Campus Engagement Group

Meeting notes: May 9, 2018

Wednesday May 9, 2018, 7 to 9 pm
Kaminski Room, The Ottawa Hospital Civic Campus

Attendees:

Bernie Etzinger, Paul Johanis, Robert Brinker, Michelle Currie, Judy Dodds, Peter Eady, Charmaine Forgie, Luc Fournier, Shaun Hopkins, Amy Johnson, Eric Jones, Kimberley Peterson, Martin Petersons, Michael Powell, Bhagwant Sandhu, Sue Stefko; **Consultants:** Greg Jodouin, Don Lenihan; **Secretariat:** Kate Eggins, Sarah Hartwick

Guest attendees: Jason-Emerly Groen (HDR), Ingrid Felson (HDR), Joanne Read (TOH), Alexis Nickson (TOH)

Regrets: Jerry Fiori, Leslie Maitland

Record of discussion and decision:

#	Agenda item	Discussion/Decision	Actions (MRP)
	Meeting opened		
1	General statements by Chief Engagement Steward (Bernie Etzinger)		
2	Round table introductions (all members)		
3	Co-chair recommendation (Consultants Greg Jodouin and Don Lenihan)	Discussion on co-chair role and recommendation by consultants	
		DECISION: recommendation of Paul Johanis (Greenspace Alliance) as co-chair for CEG approved by the group.	
4	Presentation on the overall concept for the new Campus (Jason-Emerly Groen, HDR Architecture Associates Inc.)	Discussion: questions and points included <ul style="list-style-type: none"> • How parking is integrated with various areas of the campus • Outpatient vs inpatient zones • How the draft concept would look from Preston street; how would it open up to the community? • Distance from transit station across the site • Understanding density on the site • Access to the site from various directions for various functions and needs. 	1) Circulate walking distance diagrams to group (secretariat) 2) Presentation to be circulated (secretariat)
5	Updates on project progress with federal, provincial, municipal governments (Bernie Etzinger)	<ul style="list-style-type: none"> • Hospital has signed a site lease with the federal government • Provincial government has committed funding for the new campus • The City of Ottawa's Planning Committee will review a proposal from city staff to rezone the Sir John Carling site as Institutional on May 22. 	
6	Governance issues (Paul Johanis)	Meeting frequency: discussion points <ul style="list-style-type: none"> • We need to be firm on time start and end to respect people's schedules. 	

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	<ul style="list-style-type: none"> • Suggestion series of three meetings to address principles and narrative • Work plan to be decided in coming months and will likely impact how we schedule meetings. • Don't want to meet unnecessarily but might be useful to have regularly scheduled meetings and cancel as required. • Want to build a rhythm of meetings. • May want to break out into working groups or sub groups to tackle specific issues; this will be determined as necessary and opened up to the group for discussion and decision. • The City of Ottawa's process to rezone the site for the new campus will likely establish milestones that will set the CEG's agenda for future meetings. • May need a team building session of some kind for the members to get to know each other. 	
	<p>DECISIONS:</p> <ul style="list-style-type: none"> • Book three meetings through the summer, one meeting per month, to address identified subjects • Meetings will be two hours long and can be extended as required if identified in advance • Civic Campus Kaminski Room is a suitable location. 	<p>3) Circulate poll again to determine meeting dates for next three months (secretariat)</p>
	<p>Record of internal discussions: discussion points</p> <ul style="list-style-type: none"> • Distinction made of difference between record of discussion and minutes. Minutes = names; record of discussion/decision = more general. Record of discussion easier to track • Chatham house rules = no attribution but reflects discussion • Record should be kept of attendees • If various perspectives presented, all views should be reflected in the record of discussion. • Record should include discussion or decision, action items. 	
	<p>DECISIONS:</p> <ul style="list-style-type: none"> • Record of discussion/decision • Various views will be represented • Record of actions • Record of attendance • Circulation: after each meeting, draft notes will be circulated. Members will have a week to ten days to provide comments or revisions 	<p>4) Circulate contact information for the group (secretariat) 5) Look into options for document sharing and circulation to present at next meeting</p>

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		and then the record can be shared more widely or posted publically (mechanism for this to be determined)	(secretariat)
7	Next steps (Don Lenihan and Greg Jodouin)	<ul style="list-style-type: none"> • First topic of discussion suggested is consolidation of various principles that apply to the new campus project, to distill them down to a workable number. • Will also need to create a narrative that can be used to reflect this work publically. • Noted that this is one of three engagement streams – other two are online and in-person, both of which will be ongoing. 	6) Circulate full list of principles ahead of next meeting to allow for review (secretariat)
	Meeting closed		

Record taken by Sarah Hartwick, The Ottawa Hospital