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MEETING MINUTES

Friday, March 15, 2019, 9:30 a.m. to 11:30 a.m.

Canadian Cancer Society, Ontario Region

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| **Attendees** | Thomas Tenkate, Jennifer McWhirter, Susan Flynn, Maria Chu, Gloria Rachamin, Nathalie McKenna, Sonya Muntwyler, Jennifer Labelle, Shannon Carney, Stanley Chung, Birgit Isernhagen, Ralph Chou |
| **Regrets** | Georgeanne MacGregor-Fox, Jennifer Beecker, John Atkinson, Kasthuri Paramalingam, Kim Bergeron, Lynn From, Nimmi Lawrence, Sami Qutob, Suzanne Joyal, George Kapelos, Alanna Bridgman, Cheryl Rosen, Loraine Marrett, Phillipe Martin, Tara Vyn, Annette Cyr, Cheryl Peters, April Jalbert, Amal Osman, Grita Yashpal |
| **Minutes** | Shannon Carney |

1. **Welcome – Jennifer** (10 mins)
	* Jennifer welcomed the group. Role call done.
	* No new items added to the agenda.
2. **Review and approval of last meeting minutes – Jennifer** (5 mins)
* Thomas – skin cancer prevention messaging project. Thomas noted that there is potential to create additional messaging resources related to the projects he is working on (sun safety for outdoor workers) using OSSWG’s sun safety toolkit as a jumping off point. He noted that our colleague Cheryl Peters is applying for funding for sun safety from an occupational health and safety perspective. This work can fit into the goals and activities of the new workplan.
* Item 5 – Susan updated the plan and circulated it to the group. We will review the working groups during the meeting to move the work move forward in those groups.
* Minutes approved by Jennifer McWhirter.
1. **Update on Year 1 activities related to goals:**

**Goal 1: (Policy) Support healthy behaviours by advocating for/evaluating policies and regulations to reduce UVR exposure.** (15 mins)

**1. Indoor Tanning Legislation:** Strengthen UV R Tanning Bed/Lamp legislation

Members: Jennifer (lead), Susan, Shannon, Thomas

- No additional members identified

- Jennifer submitted a proposal for a CIHR planning/dissemaintion grant to create a toolkit using Canadian and other relevant research to support policy/legislation initiatives that could take place across the country.

**2. Skin cancer prevention and sun safety for outdoor workers** Sun Safety at Work Canada Working Group (SSAWC)

 Members: Thomas (lead), Cheryl P, Gloria

- The group has not met as of yet. Independent work is happening. Please let Thomas know if you are interested.

- The focus is on outdoor workers, specifically strategies that workplaces can implement that can protect outdoor workers from UVR exposure. Cheryl P and Thomas are contributing to a national working group to enhance occupational sun safety across the country.

**3. Sun safe policies in provincial government**

 Members: Lead TBD, Annette, Alanna, Jennifer, Thomas, Susan, April, Sonya, Maria, Loraine, Cheryl P

- Alanna has done a policy scan of Ontario-based policy re: UVR exposure which has been presented to the OSSWG. The OSSWG has provided feedback. The group looks to springboard from her findings. More information to come.

- There is no current lead for this work. **ACTION:** Jennifer to email group members to identify a potential lead.

**4. National skin cancer prevention strategy**

 Members: Jennifer & Thomas (co-leads), Annette, Susan, April

* The group has not connected as of yet. They will do so in the near future.
* CPAC is looking at their strategy for cancer control. Group members have put in a proposal to help understand what CPAC is doing, as they are leading the Canadian approach to cancer prevention. The goal of group members is to advocate for a stronger presence re: skin cancer prevention in the initiatives that they are planning.
* This is a workgroup with a longer – term objective that will involve a lot of scoping, and activities
* The OSSWG should try to align with the goals of CPAC to generate buy-in, and work on key partnerships/connecting with relevant stakeholders
* CPAC has developed a working paper re: CPAC objectives. Skin cancer was not mentioned, only reference to CAREX, which is only a small component of the overall work.
* There is no one from CDA on this working group. Having their presence may be helpful to get UVR/sun safety on the agenda for this group.
* BC is looking to set up an equivalent of the OSSWG for BC. The stakeholders there want to gain insight from the OSSWG. We could combine resources to inform a national strategy. Another key partner is CCS. It may be an opportunity to leverage national partnerships to move things forward.
* If anyone has any input to move a national strategy forward, please connect with the co-chairs.

**Goal 2: (Research) Lead or support UVR research/surveillance** (10 mins)
 **1. Non-melanoma Skin Cancers (NMSC) inclusion in cancer registries**
 Members: Cheryl P (lead), Jennifer, Maria

* The workgroup has not met as of yet.

**2. Shade Effectiveness.**
 Members: Jennifer (lead) Georgeanne, George, Tara

- This is a new area for Jennifer. Jennifer has a graduate student who is looking to complete a shade audit in recreational spaces in Guelph. They are looking to secure funding to pilot a project re: shade structure in public parks. More info to follow.

- Birgit will consider joining, and will share materials off-line with Jennifer McWhirter, as she (Birgit) has experience with shade policy work.

**Goal 3: (Education) Support the development and delivery of consistent public health educational approaches to UVR** (10 mins) **1. Skin Cancer Prevention Messaging Project**
 Members: (Cheryl P, Jennifer, Maria, Sonya, Thomas, Georgeanne, Tara)

* Thomas reported that the group would build on the toolkits provided to PHUs
* The materials need to be kept up to date
* Thomas is happy to assume leadership for the group, however Cheryl Peters is listed as the leader on the workplan. Thomas and Cheryl will connect re: next steps.
* **ACTION:** Susan to update minutes/agenda with correct list of workgroup members. Thomas and Cheryl to connect for next steps.

**2. Shade Toolkit** Members: lead TBD, Georgeanne, George, Jennifer, Birgit

* Birgit is interesting in contributing, she has experience in this area
* Jennifer is happy to facilitate the group coming together
* **ACTION:** Jennifer to lead Shade Toolkit group moving forward.
* The goal is to complete a scan of existing policies/tools and develop a toolkit for future use

**Goal 4: (Our Profile) Increase the profile of OSSWG as a credible source of UVR information and support for service providers/practitioners** (5 mins) **1. Education and Resource Sharing**Members: Susan (lead), Shannon, April
* Susan asked if anyone else wanted to join. No volunteers identified during the meeting.
* Susan will convene a meeting in the next few weeks re: twitter, website
* Susan asked if the resources Birgit shared via email could be posted to the OSSWG website. Birgit agreed. **ACTION:** Birgit to share resources. Susan to post.
1. **New Business and updates** (20 mins)
* **ACTION:** If anyone is interested in joining workgroups in the future please contact the lead member or Susan, Jennifer M or Thomas to voice their interest
* **ACTION:** Jennifer will email the workgroup (sun safe policies in government) where there is no lead identified to query people's interest
* **Gloria** – no update to share. She asked if there was any development re: outdoor workers. There is no update currently (update provided by Thomas).
* **Jennifer Labelle** – no update
* **Jennifer McWhirter** – she and one of her students published a policy scan of skin tanning beds across Canada. Published in PHAC's journal. Available in French and English. Jennifer asked for it to be added to the OSSWG website. Susan agreed. **ACTION:** Jennifer will forward to group for sharing and Susan for posting.
* **Maria** – no update
* **Natalie** – no update
* **Ralph** – efforts with ISO – in May revisions will begin for the standards for non-prescription sunglasses. They will review eye protection for sunglasses for active living, e.g. cycling. This is part of a 3 year cycle.
* Jennifer asked Ralph about eye protection when using indoor tanning facilities. Some people have talked about using disposable stickers to cover the eyes when indoor tanning. Ralph is not aware of any research to support the use of such stickers or testing or research on them. Eye stickers are an unregulated part of eyewear. The stickers are small and would be hidden once the eye is open. He reports that people are better protected with a cup goggle that protects the whole eye. It would provide protection when blinking. There is concern re: eye related risks with indoor tanning. Unfortunately, type of eye protection is not covered under the current legislation, although there is a requirement to provide eye protection. This is a significant potential health risk.
* **Shannon** – sunscreen dispenser update. The partnership will take place again this year. The proposed sunscreen dispenser locations will be along the Toronto waterfront and in certain destination parks that are free for public use. Proposed locations include: High Park, Riverdale, and Evergreen Brickworks. The Toronto Zoo will also be approached. The campaign will launch on Melanoma Monday and the dispensers should be installed in June. The evaluation report from the 2018 campaign was recently shared. There was a request to share the evaluation report within the OSSWG. Shannon to follow up to see if the report can be shared with with group, as it was not developed by TPH.
* **Sonya** – no update
* **Susan** – no update
* **Thomas** – he is working on a range of projects re: occupational sun safety. He hopes to release a guide for Occupational Sun Safety as a part of a Sun Safety Management System. He is planning a workshop using the guide that will be presented at an upcoming conference in Nova Scotia. The guide is being peer- reviewed currently. The goal is for it to be available electronically and on-demand printable in the coming months.
* Thomas wondered what is being planned for National Sun Awareness week. Perhaps CDA could provide leadership. Should Thomas contact them? It was determined that Susan will reach out to CDA members for an update and explore what could be done perhaps via social media for these events**. ACTION:** Susan to reach out to CDA and Melanoma Network members to determine what they are up to for such events. In the past CDA has had a media release for each day of the week. Perhaps group members could plan activities that reinforce the daily messages? Melanoma Monday activities/Sun safety week should be added to the agenda for the next meeting. **ACTION:** Discuss Melanoma Monday, Sun Safety Week at April 26 meeting.
* Toronto Public Health will promote the sunscreen dispenser partnership and UVR/sun safety during both Melanoma Monday and Sun Awareness Week.
1. **Wrap up** (5 mins)
* Thomas will chair the next meeting
* Workgroups should be convened and have updates to share by the next teleconference which takes place on April 26, 2019.
* **ACTION:** All workgroup leads should reach out to their workgroup members to facilitate discussion and start on activities assigned as outline in the 2019-2021 Workplan.

**Meetings for 2019:**

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| **Date:** | **Chair** | **Minute Taker** |
| Friday, January 25, 2019 | Thomas Tenkate | Canadian Cancer Society |
| Friday, March 15, 2019 | Jennifer McWhirter | Toronto Public Health |
| Friday, April 26, 2019 | Thomas Tenkate | Ottawa Public Health |
| Friday, June 7, 2019 | Jennifer McWhirter | Public Health, Sudbury and District |
| Friday, September 6, 2019 | Thomas Tenkate | Northwestern Health Unit |
| Friday, October 25, 2019 | Jennifer McWhirter | Public Health Services, City of Hamilton  |
| Friday, December 6, 2019 | Thomas Tenkate  | Leeds Grenville and Lanark District Health Unit |