

Basic Science Working Group
Friday June 13, 2025
Approved Minutes

Attendance: Elena, Janis, Alan, Hanne, Andrew, Denis, Richard, Desmond, Todd, Meghan, Joanne L., Rineke, Sue-Ann, Kelly, Tom, Debbie

Regrets: Ritu, Deniz, Joanne S-G.

1. Welcome

- Dr. Stelfox opened the meeting with a land acknowledgement and welcomed all members of the working group.

2. Review agenda & minutes

- Agenda for today's meeting was approved.
- Minutes of the June 6th meeting will be reviewed at the next meeting.

3. Follow-up on action items from previous meeting

Subgroup Updates and Presentation Plans – the subgroups were reminded that their summaries are due June 30th.

- **Literature subgroup** ((Lee, Mann-Nüttel, Posse de Chaves) – the literature is coming together.
- **Environmental Scan subgroup** (Fortin, Lemieux, Ostergaard, Simala-Grant, Steenbergen) – the group met this week to go over the summary slides and are getting close to finalizing.
- **Community Engagement subgroup** (Alexander, Amoah, Galloway, Lehner, Underhill) – the subgroup is still pulling statistics together from the focus groups and the leadership retreat. The report will be ready to be shared with everyone June 30.
- **Retreat Planning subgroup** (Mok, Riddell, Simmonds) group awaits the formal report from the facilitator.

4.

4. Review & refine proposed options for action

- The working group reviewed and revised the TOR for the external review, including settings questions for the reviewers and individuals/groups for the external reviewers to meet with.
- There was robust discussion of the proposed options for actions discussed. Each was judged against three criteria: Is it relevant? Is it Important? Is it Actionable?

5. Next steps

- Proposed Options – remaining options that the working group was unable to discuss today will be shared with the group to review and provide input.

Schedule of meetings / commitments:

Next Meeting: **September 12, 2025 @ 1:00 pm** in 2J2.14 WMC (Dean's lg boardroom)