

REVISED June 5th, 2014

**INNU ROUND TABLE
Innu Minuinniui Committee**

Terms of Reference^a

Minuinniui: [*minwi:nni:win*], meaning: *good life, the care of life, healing, good being, success and prosperity, healing, or good mental, physical and spiritual health*

Mandate:

The Innu Minuinniui Committee will coordinate support for planning and programming efforts driven by the Mushuau and Sheshatshiu Innu to create healthy communities.

Structure and authority:

The Innu Minuinniui Committee will be tripartite with representatives from the Sheshatshiu and Mushuau Innu First Nations, the government of Newfoundland and Labrador, and the government of Canada. Membership of the committee is outlined in Appendix A.

The committee will have decision-making authority to initiate actions to promote healthy Innu communities. It will report on its progress and make recommendations to the Innu Round Table. The Innu Minuinniui Committee will create working groups to oversee some of its work, as required.

Goals:

The Innu Minuinniui Committee is a forum for all members to communicate and collaborate to:

- Build strong and trusting relationships amongst committee members
- share information about their respective work, including issues, challenges and accomplishments
- identify priority issues facing Sheshatshiu and Natuashish and find ways to work together to address them
- provide support for the integration and coordination of community health planning, to avoid the duplication of efforts and services and identify gaps
- provide human, financial and material support for community health planning and services, and to maximize these resources
- develop a work plan based on community needs for the continuation of federally funded targeted health programming beyond 2015

^a These Terms of Reference are a living document, and as such, can be amended by the Innu Minuinniui Committee as required.

- develop an evaluation plan to review and measure the work of the committee, and report on its progress to the communities and the Innu Round Table
- support the development of a plan for Innu self-government of health programs and services at Sheshatshiu and Natuashish
- advise and propose recommendations to the Innu Round Table

Values:

The committee and its work will be guided by values which are at the heart of the Innu culture, including: respect, trust, honesty, cooperation, family, nature, a holistic worldview, connectedness and sharing. A document on Innu values produced by Jeffery Brandt with Innu elders and youth will serve as a foundation for the work of the Innu Minuinnuin Committee. (See Appendix B)

Membership:

Members of the Innu Minuinnuin Committee will include:

- **4 SIFN representatives:** Social Health Director, Primary Health Director, Band Councillor with the Health Portfolio and the Community Health Planner.
- **4 MIFN representatives:** Health Commission Director, Healing Lodge Director, Band Councillor with the Health Portfolio and the Community Health Planner.
- **2 Innu Round Table staff:** Health Coordinator and Health Liaison Officer–Navigator.
- **3 Labrador-Grenfell Regional Health Authority representatives:** Regional Director of Mental Health and Addictions Services, Regional Director of Community Clinics, and Regional Director of Aboriginal Health Programs.
- **1 Provincial representative:** Innu Zone Manager, Labrador – Dept. of Child, Youth & Family Services.
- **2 Health Canada representatives:** a Labrador Health Secretariat representative and one Regional Office representative.
- **2 Mamu Tshishkutamashutau Innu Education School Board representatives.** 1 from Sheshatshiu and 1 from Natuashish, as needed, depending on the agenda items.
- **1 AANDC representative:** Deborah McDonald, as needed, depending on the agenda items.
- **1 NL Health and Community Services Department:** Aboriginal Health Consultant
- **Elders and Chiefs can attend meetings.**

Members are responsible to provide an alternate when they cannot attend meetings, and to inform and engage their respective organizations.

The three levels of government will make every effort to minimize turnover and ensure continuity of membership on the committee.

The Innu Minuinnuin Committee may appoint ex-officio or non-committee members to working groups it establishes, as required.

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Roles and responsibilities:

The committee will include a chair (or co-chairs), selected by the Innu Round Table. The meetings will be facilitated by an Innu chair.

The committee will designate a secretary, who will keep and distribute minutes of all meetings.

The responsibilities of all committee members will include:

- attend all regular meetings; it is expected the members will participate in a minimum number of meetings and advise the chair with reasonable notice if a meeting will be missed;
- review the agenda, the minutes and all background documents before each meeting;
- report back on the work of the committee to their department or organization; and
- carry out the work of the committee, as required.

Meetings and agenda-setting:

The Committee will hold 7 meetings per year (4 in person and 3 by teleconference). Meetings will be held in Sheshatshiu and Natuashish, with the location alternating between communities.

Meetings will be facilitated in a way that ensures all members have the opportunity to provide feedback. Translation services will be provided at meetings, as required. Minutes of the meetings will be a brief and a clear record of decisions and actions discussed.

Meetings will have a standing agenda that will include the following items: 1) review and approval of the minutes from the last meeting, 2) a report on action items from the last meeting, 3) new business or agenda items, 3) next steps and actions items with a person identified to follow up on tasks, 4) a review of the meeting and progress of the committee's work, and 5) a date set for the next meeting. Minutes will be circulated within two weeks following the meeting.

All committee members can identify agenda items for discussion at meetings. The agenda and other relevant documents will be distributed to all committee members at least 2 days before the meeting.

Decision - Making:

Quorum for a meeting will require the presence of: at least 1 representative from Natuashish, Sheshatshiu, Labrador-Grenfell Regional Health Authority, Health Canada, and the Innu Round Table.

Decisions will be made by consensus. When consensus cannot be reached and the matter is not urgent, it will be deferred to the next meeting of the Committee. If consensus cannot be reached

at this second meeting and if the matter is urgent, it will be referred to the Innu Round Table for a decision.

Travel Costs:

Health Canada will provide \$30,000/year to cover the travel costs of Innu committee members from Sheshatshiu and Natuashish.

The travel cost for the participation of representatives of the province and Canada will be covered by their respective departments.

Acronyms:

AANDC: Aboriginal Affairs and Northern Development Canada

MIFN: Mushuau Innu First Nation

SIFN: Sheshatshiu Innu First Nation

NL: Newfoundland & Labrador

FNIHB: First Nations and Inuit Health Branch

Date of revisions to the Terms of Reference Innu Minuinniui Committee:

12 April 2013

05 June 2013

26 September 2013

20 November 2013

02 December 2013

23 April 2014

05 June 2014

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Appendix

Innu Minuinniun Committee members:

Sheshatshiu Innu First Nation:

Jack Penashue, Director of Social Health, Co-Chair
Mary Pia Benuen, Director of Primary Health
Mary Janet Hill, Community Health Planner
Mary Jane Nui, Band Councillor – Health Portfolio

Mushuau Innu First Nation:

Kathleen Benuen, Director of Health Commission, Co-Chair
Christine Poker, Director of the Healing Lodge
Simeon Poker, Community Health Planner
Mary Jane Edmonds, Band Councillor – Health Portfolio

Health Canada:

Bob Simms, Director of Operations, Labrador Health Secretariat, Health Canada
Leslie Keays-White, Community Development / Liaison Officer, FNIHB – Atlantic Regional Office

Labrador-Grenfell Regional Health Authority:

Carol Brice-Bennett, Director, Regional Director of Aboriginal Health Programs
Sandy Penney, Regional Director of Mental Health and Addictions
Marilyn Kippenhuck, Regional Director of Community Clinics/Health Centres

Child, Youth and Family Services:

Lyla Andrew, Innu Zone Manager- Labrador

Aboriginal Affairs and Northern Development Canada:

Deborah Macdonald

Mamu Tshishkutamashutau Innu Education school board

1 representative from Natuashish (to be determined)
1 representative from Sheshatshiu (to be determined)

Innu Round Table staff

Natasha Hurley, Health Coordinator
Simon Peter Gregoire, Health Liaison Officer-Navigator

NL Department of Health & Community Services

Suzanne Haghighi, Aboriginal Health Consultant

Values & Characteristics of the Innu Culture

Innu Values	Definition
Respect	<ul style="list-style-type: none"> The Innu value each other and all our surroundings and treat everything with respect as we recognize that we need each other, the land and animals to survive.
Trust/ Honesty	<ul style="list-style-type: none"> Trust has always been a key value for the Innu as our very survival as a People, has always been dependent upon our need to rely upon one another and trust that we would all fulfill our role and make decisions that are best collective.
Cooperation	<ul style="list-style-type: none"> The Innu work with each other to support the advancement of the People.
Family	<ul style="list-style-type: none"> The togetherness and connection to family is important to the Innu.
Nature	<ul style="list-style-type: none"> Nature has been an integral part of the Innu as it has provided for both our physical and spiritual needs since our creation and will do so into the future.
Innu Characteristics	Definition
Communicators	<ul style="list-style-type: none"> The Innu are communicators and have survived because they consistently communicate by listening to with one another, dealing with issues as they arise, by talking about the issues until there is a resolution.
Doers	<ul style="list-style-type: none"> The Innu have always been hard workers, surviving the harshest of conditions, which required constant effort, constant work, hunting, gathering, cooking, sewing, cleaning.
Good Organizers	<ul style="list-style-type: none"> The Innu are good organizers, able to coordinate efforts to get things done, multiple functions with everyone participating because they know their role.
Charitable/ Caring	<ul style="list-style-type: none"> The Innu are a charitable People, with a desire to provide for those who cannot, providing and caring for every citizen of the Nation.
Accountable	<ul style="list-style-type: none"> Balanced in with a caring and giving nature, the Innu expect and require that the People be accountable for their actions, as we understand the actions of one impact us all.
Inclusive	<ul style="list-style-type: none"> The Innu are inclusive of all People as we recognize the strength of Our Nation is drawn from the participation and involvement of all.
Proud	<ul style="list-style-type: none"> The Innu are proud of who we are and how we see the world drawing strength from our past to address the challenges of today
Teachers	<ul style="list-style-type: none"> The Innu are educators, with knowledge and perspective to share amongst us, with future generations, and the outside world.
Built on Routine & Process	<ul style="list-style-type: none"> The Innu have always lived by routine and process of undertaking activities that yield results and ranging from the routine to significant tasks including migrating between seasonal location and traditional hunting grounds.

This document was produced by Jeffery Brandt, N2N Strategic Planning Pathways, with Mushuau and Sheshatshiu elders and youth. Through storytelling, a list of the values and characteristics of the Innu people emerged, to be used as a foundation for the development of policies and procedures for the Sheshatshiu and Mushuau Innu First Nations.