

# HEALTHY CARIBBEAN COALITION UPDATES

NCD Advocacy, Accountability, and Conflict of Interest  
February 17-18th, 2017 | Jolly Beach Resort & Spa, Antigua

Trevor Hassell | Maisha Hutton



# CARIBBEAN CIVIL SOCIETY BRIDGETOWN DECLARATION: TACKLING THE CARIBBEAN EPIDEMIC OF CHRONIC DISEASES

We declare our commitment to:  
**establish a Caribbean civil society coalition for tackling CNCDS** in the areas of advocacy and coalition building; public education and media campaigns; provision of services and monitoring and evaluation... supporting existing country networks /coalitions where they exist, promoting them where they do not and encouraging establishment of CNCDS Commissions in all Caribbean countries



16-18 October, 2008



# MEETING OF THE EXECUTIVE COMMITTEE OF THE HEALTHY CARIBBEAN COALITION (HCC) HELD ON THE 27TH MAY 2012, JAMAICA

- Members of the Executive Committee present: Professor Trevor Hassell, Dr Virginia Asin Oostburg, Ms Joanne Defreitas, Dr Beatriz Champagne, Ms Flavia Cherry, Mr Bradley Cooper and Mr David Affonso.
- Members of the Executive Committee absent: Ms Deborah Chen (with apologies), Ms Winsome Wilkins, and Dr Pauline Williams- Green.
- Present by invitation: Ms Shivonne Johnson, Mr Ian Pitts, Mr Chris Hassell, Mr Javier Valenzuela, Dr Victor Coombs and Dr Lynda Williams.
- *The Chairman informed the meeting that the HCC was incorporated under the Companies Act of Barbados as a Not for Profit Company, Company No. 33961 on May 24th, 2012.*



# **THE FIRST MEETING OF THE MEMBERS OF HEALTHY CARIBBEAN COALITION INC. (HCC)**

**HELD AT THE OFFICES OF CARIBBEAN CATALYST, RIVER  
ROAD, ST MICHAEL ON TUESDAY THE 18<sup>TH</sup> DAY OF SEPTEMBER,  
2012.**

**PRESENT:** Professor Trevor Hassell Chairman & Member  
Mrs. Deborah Chen Member  
Mrs. Joanne De Freitas Member

**BY INVITATION:** Dr. Victor Coombs  
Mr. Michael Grimes – MDG Corporate Services  
Ms Laura Rudder – Recording Secretary

The meeting was called to order at 11:15 a.m.



## **HEALTHY CARIBBEAN COALITION INC.**

**MINUTES OF THE ORGANISATIONAL MEETING OF THE BOARD OF DIRECTORS OF HEALTHY CARIBBEAN COALITION INC. (HCC) HELD AT THE OFFICES OF CARIBBEAN CATALYST, RIVER ROAD, ST MICHAEL ON TUESDAY THE 18<sup>TH</sup> DAY OF SEPTEMBER, 2012.**

**PRESENT:**

Professor Trevor Hassell	Chairman
Mrs. Deborah Chen	Director
Mrs. Joanne De Freitas	Director

**BY INVITATION:**

Services

Dr. Victor Coombs
Mr. Michael Grimes – MDG Corporate
Ms Laura Rudder – Recording Secretary



## SECOND GENERAL ASSEMBLY OF THE HEALTHY CARIBBEAN COALITION INC. (HCC) HELD VIRTUALLY ON THE 3RD DAY OF JULY 2014.

- Trevor Hassell HCC President, Victor Coombs, Deborah Chen, Joanne De Freitas, Laura Tucker-Longworth; Maisha Hutton ED, Ian Pitts IT
- Maria Henry Collective Prevention Services
- Fiona Legall Manager, Cancer Institute of Guyana
- Gina Pitts Heart & Stroke Foundation Barbados
- Deianne Sobers Barbados Palliative Care Association
- Janette Lynton Cancer Support Services
- Vinna Royer Dominica Cancer Society
- Tracey Blackman CDRC, University of the West Indies
- Sherma Mills-Serrette Trinidad & Tobago Cancer Society
- Shelly McFarlane TMRI, University of the West Indies
- Rainford Wilks TMRI, University of the West Indies
- Novie Younger-Coleman TMRI, University of the West Indies
- Barrymore McBarnette Grenada Cancer Society
- Gerald Thomas University of British Columbia
- Farouk Khan Hosein Heartbeat International Trinidad & Tobago
- Michael Leslie Jamaica Cancer Society



# HCC Board of Directors, 2014 -2016

- Trevor Hassell, Heart & Stroke Foundation, Barbados
- Victor Coombs, Caribbean Cardiac Society
- Laura Longsworth, Belize Cancer Society
- Rainford Wilks, Heart Foundation of Jamaica
- Mortimer Moxey, Bahamas Cancer Society
  
- *Executive Director, Maisha Hutton,*
- *Board Secretary, Judi-ann Campbell, Acton Corporate Services Limited*
- *Burrowes, Chartered Accountants, Auditors*



# **MINUTES OF THE THIRD GENERAL ASSEMBLY OF THE HEALTHY CARIBBEAN COALITION INC. (HCC) HELD VIRTUALLY ON THE 14<sup>TH</sup> DAY OF SEPTEMBER 2016.**

## **PRESENT:**

Directors: Trevor Hassell, President, Victor Coombs, Laura Tucker-Longworth, Mortimer Moxey, Rainford Wilks

## **Voting Members – Health NGOs**

Karen Sealy

Homer Bloomfield

Deanne Sobers

Debbie Chen

Farouk Khan Hosein

Jan Lynton

Jenny Ramautarsing

Juanita James

Juliette Bynoe-Sutherland

Kenneth Connell

Marvlyn Birmingham

Melissa Major

Nicole Jordon

Peter Morgan Cyril

Sook Yee Lin

Vincent DeGennero

Yulit Gordon

## **Other Participants**

Allana Best

Global Leadership Interlink

**BY INVITATION:** Maisha Hutton, HCC Executive Director; Ian Pitts, IT Manager; Judi-Ann Campbell, Corporate Secretary

TT NCD Alliance, International Health Consultant

Cancer Society of the Bahamas

Barbados Palliative Care Association

Heart Foundation of Jamaica

Heartbeat International Trinidad & Tobago

Cancer Support Services

Life Balance Foundation

Antigua & Barbuda Diabetes Association

Barbados Family Planning Association

Heart & Stroke Foundation Barbados

Dominica Diabetes Association

Cancer Society of the Bahamas

Trinidad & Tobago Cancer Society

St. Lucia Diabetes and Hypertension Association

Cayman Islands Cancer Society

Innovating Health International Haiti

Jamaica Cancer Society





# HCC Board of Directors 2016 -2018

- Trevor Hassell, Heart & Stroke Foundation, Barbados
- Victor Coombs, Caribbean Cardiac Society
- Laura Longsworth, Belize Cancer society
- Karen Sealy, TnT NCD Alliance
- Homer Broomfield, Cancer Society of the Bahamas
  
- *Executive Director, Maisha Hutton,*
- *Board Secretary, Judi-ann Campbell, Acton Corporate Services Limited*
- *Burrowes, Chartered Accountants, Auditors*



BARBADOS

THE COMPANIES ACT 1982

BY-LAW NO.1

A by-law relating generally to the  
Conduct of the affairs of:-

COMPANY No:

BE IT ENACTED as the general By-  
Laws of Healthy Caribbean Coalition Inc.  
(hereinafter called the "Company" ) as  
follows:-



# DIRECTORS

4.1 POWERS: The business and affairs of the Company shall be managed by the directors.

4.2 NUMBER: There shall be a minimum of three (3) and a maximum of ten (10) directors.

4.3 ELECTION:

4.4 Within one month of an upcoming General Assembly at which there is scheduled election of Directors, a **Nominating Committee** will invite nominations from members for election of President and Secretary/Treasurer and other members of the board of directors. Such Nomination Committee to be **comprised of 2 directors of the HCC, excluding the President, and one of whom should chair the Nominating Committee and another individual who is not a member of the board of directors.** The Nominating Committee will select the Directors for the ensuing two years based on submissions from members and on search by the Nominating Committee and this number will be restricted to maximum of five (5) persons. The **persons so selected will be presented at General Assembly for election at which time any member entitled to vote may also nominate persons for election to one of the five positions .**

4.5 **Members of the Board elected** at General Assembly meeting will within three months of election identify and **invite up to a maximum of 5 persons to be members of the Board of Directors.** These persons should be individuals considered likely to contribute significantly to assisting the HCC in discharging its mission and objectives and may be identified from among any category of membership of the Healthy Caribbean Coalition.

4.6 TENURE: Serve for **two (2) years** with a **maximum of three (3) consecutive terms.**



# MEMBERS

## 12. CATEGORIES OF MEMBERSHIP.

12.1 Organization Member (Caribbean Health NGO), being a chronic non-communicable disease (NCD) Caribbean based non-governmental health organization ....

12.2 Individual Member (Caribbean), being an individual located in the Caribbean and involved in responding to chronic non-communicable diseases (NCDs)

12.3 Associate member (Caribbean), being a Not-for-profit organization, including voluntary associations, foundations, civic groups, professional associations, universities, unions, and other similar types of entities not intended to generate a profit for their owners, based in the Caribbean region.

12.4 Supporting member (Caribbean), being For-profit organizations that include corporations, partnerships, proprietorships, and others intended to generate financial gain for their owners, based in the Caribbean Region

12.5 Supporting member (International), being an individual, health NGO, Not-for-profit or For-profit organization, based outside of the Caribbean Region



# MEMBERSHIP AND ADMISSION TO MEMBERSHIP

13.1 Caribbean NCD health nongovernmental organizations, other civil society organizations and institutions, business and academia, not-for-profit and for-profit organizations, and individuals, with an interest in NCDs, in the Caribbean and internationally will be encouraged and invited to become members of the HCC and once accepted by directors will be placed in appropriate membership category and contact details maintained by an officer of the board of directors and these lists maintained by the directors and officers of the HCC will be considered to represent the official membership of the HCC. Individuals, organizations or institutions may discontinue membership of the HCC by requesting that removal from the official lists of members. Individuals, organizations or institutions will be removed from the official list of members by the directors if in their judgment it is in the best interest of the HCC for such action to be taken. There is no fee to become or to be a member of the HCC. Conditions of admission to membership and of membership may be determined by directors from time to time as considered appropriate and in the best interest of the Healthy Caribbean Coalition.

Individuals and/or organizations or institutions with any known association with the tobacco industry will not be encouraged, invited, or accepted as members of the Healthy Caribbean Coalition.



## 13.2 ATTENDANCE AND VOTING AT GENERAL ASSEMBLY MEETINGS.

All categories of members of the Healthy Caribbean Coalition can attend GENERAL ASSEMBLY Meetings. **Voting and determination of quorum will be restricted to the category of Organization Member (Caribbean health NGO) as defined in 12.1** above and each member will have a single vote on any matter under consideration.

## 14 MEMBERS' MEETINGS

14.1 GENERAL ASSEMBLY MEETING Subject to the provisions of section 105 of the Act, the **General Assembly meeting of the members shall be held every two (2) years** on such day and at such time as the directors may by resolution determine at any place within Barbados, outside Barbados except in Canada or be **held virtually through the use of digital media.**



# AMENDMENTS

20.1 These by-laws may be amended by a two-thirds vote of Board members present at any meeting, provided a quorum is present and provided a copy of the proposed amendments(s) is provided to each Board member at least one week prior to said meeting.



# HCC HIGH LEVEL ADVISORY GROUP - PURPOSE

- The purpose of the HLAG is to provide guidance and support to the HCC and more specifically to the Board of Directors on matters and issues relevant to the prevention and control of NCDs





# HIGH LEVEL ADVISORY GROUP – UNDERSTANDINGS

- Members will be invited as individuals, not as representatives of their organisations
- The HLAG will be composed of identified person from civil society in the region with expertise in specific areas of relevance to the prevention and control of NCDs
- A maximum of 10 members is anticipated, with individuals being appointed by invitation only
- A Chair of the HLAG will be selected by the HCC
- The HCC Executive Director will provide administrative support to the work of the HLAG
- The HLAG will, in general, meet virtually no more than twice yearly and for a period of no longer than 2 hours
- HLAG members advice HCC both during virtual meetings and on an individual basis as deemed necessary and on request
- The HCC will not remunerate members of the HLAG
- HLAG members will respect HCC confidentiality and undertake to give credit to HCC for HCC materials they use in their own activities
- The names and short biographies of HLAG members will be posted on the HCC's website



# HIGH LEVEL ADVISORY GROUP - RESPONSIBILITIES

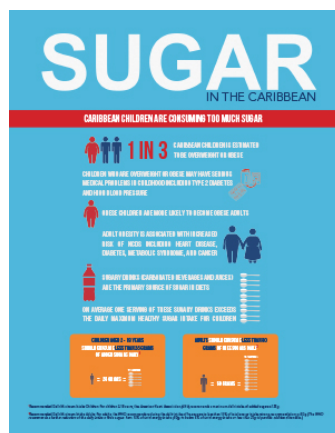
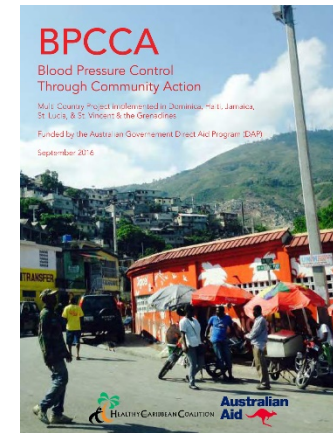
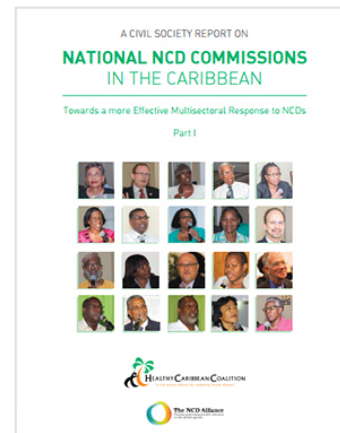
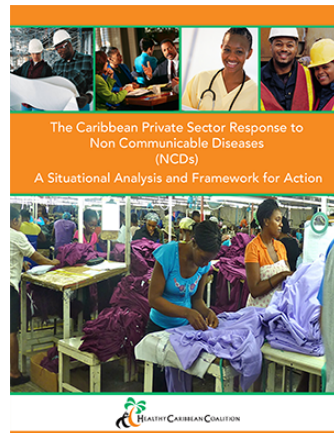
- Offer advice and expertise to support the HCC's organisational development, including its long-term sustainability
- Provide knowledge and technical input to inform the HCC's initiatives, national and regional programmes, and identify new opportunities for the HCC
- Assist the HCC in broadening its reach throughout the region with introductions to key players and the securing of invitations to meetings associated with regional efforts to meet global advocacy priorities (including the post-2015 development agenda)
- Provide expert technical advice and insight into key regional events, actors, drivers for change and developments on the horizon which could impact the NCD agenda



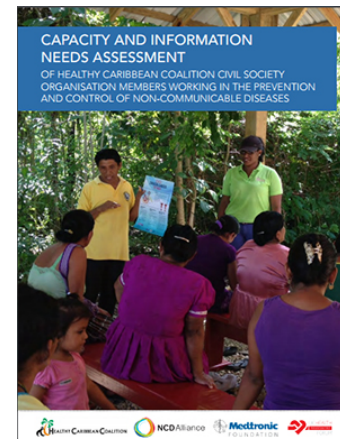
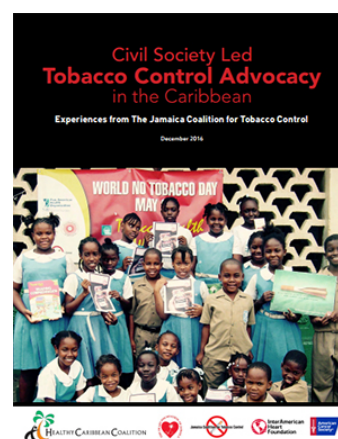
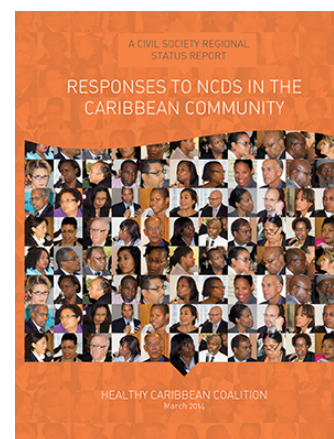
# HIGH LEVEL ADVISORY GROUP - MEMBERS

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- ?
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# OUR WORK



# PROJECTS AND PROGRAMMES, 2017-2018

- Commonwealth Secretariat
  - Dissemination of the National NCD Commission Implementation Framework
  - Establishing a virtual network of NNCDs Chairs
  - Development of online resource portal for NNCDs
- DAP Caribbean Civil society Cervical Cancer Prevention Initiative (C4PI) Belize, Dominica & Guyana



# PROJECTS AND PROGRAMMES, 2017-2018

- NCD Alliance/ Medtronic
  - Childhood Obesity
    - Development and implementation of Childhood obesity action plan
    - Launch of SSB Ban in Schools
  - Private Sector & NCDs
    - Virtual platform to showcase Private Sector good practices in workplace wellness
    - Development of Benchmarking tool for private sector and NCDs
  - Dissemination of the Caribbean Cancer Advocacy Agenda



# PROJECTS AND PROGRAMMES, 2017-2018

- Developing and disseminating Conflict of Interest Guide for CSOs
- 2<sup>nd</sup> Annual Alcohol Reduction Day
- Joint work with PAHO
  - CSO advocacy for fiscal policies
  - CSO advocacy for labelling
- Joint work with CARPHA 6 point policy package in the area of SSB Ban in schools
- Advocacy aimed supporting member states in meeting targets for 2018 UNHLM





# Thank you

**“If you want to go fast, go alone. If you want to go far, **go together.**”**

**African Proverb**

[www.healthycaribbean.org](http://www.healthycaribbean.org)  
[www.twitter.com/healthcaribbean](https://www.twitter.com/healthcaribbean)

