

NCRP Board of Directors Meeting #1 Summary

19 October 2012

via teleconference, 2pm ET

Participants: David Hulchanski (Chair), Caroline Andrews, Jino Distasio, Kathleen Gallagher, Jill Grant, Leanne Holt, Michelynn Laflèche, Richard Maaranen, Bob Murdie, Emily Paradis, Damaris Rose, Janet Smith, Ivan Townshend, Alan Walks

1. PI's Project update (David H). See document: *PI's Project Update, October 2012*

- Discussion of Montreal & Vancouver reports as example for Halifax, Winnipeg and Calgary. The Vancouver report is published and is available on the website under CITIES; the draft Montreal report is posted under ABOUT/ Documents for Research Team.

2. Data committee and joint analysis update (Bob, with Alan, Richard)

- Bob Murdie summarizes data inventory for CMA leaders to refer to in planning analysis. The updated data inventory is on the website, posted under ABOUT/Documents for Research Team.
- A matching set of cross-sectional maps & charts is being developed for all six CMAs
- A detailed document describing the decisions made in the design of the maps and graphs will be available with the core set of maps/graphs.
- The project has purchased custom income tax filer data for all CTs in Canada for 2005, 2007 & 2010. This will allow a test of comparability between the 2005 census income data and the 2005 tax filer data; and then allow for our income maps/graphs and income analysis to be updated to 2010.
- We will let team members know about major analytic decisions and data purchases in time for comment and advice.

3. CMA updates; meetings, activities, ... (CMA leaders)

- Janet Smith (Chicago) is doing analysis of neighbourhood change in Chicago to match the analysis we are doing for the six CMAs. She may apply for US/NSF funding for further socio-spatial analysis of Chicago matching ours.
- **Halifax:** RA hired to work on project; team has met; collecting information; will meet next month to look at maps.
- **Montreal:** Centraide (United Way Montreal) is now an official partner with our NCRP.

- **Toronto:** a detailed update has been posted on the project's website under ABOUT/ Documents for Research Team
- **Winnipeg:** getting word out and putting the committee together
- **Calgary:** will soon have local team meeting.
- **Vancouver:** the local team has been expanded to 7 faculty and community partners and is having its first meeting on 21st. November.
- **United Way Toronto:** will present on project at May UW Canada national conference
- **FCM:** no updates at this time

4. Governance Document: see *Governance Agreement revised draft, August 2012*

- Jill Grant reported that there are still inconsistencies requiring editing. The item was tabled until the next Board meeting.
- A revised version will be circulated before the next Board meeting, with a reminder about it two weeks in advance.

5. Budget: see *Project Budget, 12-Oct-2012 version*

- No concerns raised with budget
- David H noted that the Board is free to revise the budget at anytime and that in each April we will have the previous year's actual expenditures (the project began in March 2012).

6. Research Proposal Process: see *Research proposal form and instructions, 12-Oct-2012 draft*

- David H noted that the NCRP does not issue an open/public call for proposals; research proposals originate with team members and others directly associated with team members (via the team members).
- No concerns were raised with the set of instructions and the form.
- David H noted that the form will be revised if necessary based on experience team members have with it. He noted that a similar process and form was successfully used for five years in the Toronto Neighbourhoods SSHRC CURA that led to this partnership project.

7. Team meeting in Toronto in the summer or fall of 2013

- It was agreed that we should consider meeting in July or October of 2013.
- We would only meet if we had a specific agenda and work plan for the meeting (a good rationale for spending the money to meet; with a rationale for exactly who should meet).
- The potential agenda might include: to detail further the immediate next steps for the project; discuss the results of the initial comparative analysis of the six CMAs and its

implications for decisions on the nature of the cross-CMA case studies; identify some specific cross-CMA studies.

8. Next Board meeting

- The Board will meet next in mid-January. A poll of potential dates will be circulated.
- The six CMA team leaders should have occasional teleconference meetings.

Project documents are available under:

ABOUT / Documents for Research Team, at
<http://neighbourhoodchange.ca/about/documents-for-research-team/>