

# **IPAC CEO Meeting Minutes - DRAFT**

**21 April 2015**

## **Attendees:**

Leanne Harding, Sharon Connell, Marilyn Petherick, Denise Kearsey, Darlene Fawcett, Andrea Groff, Christina Murphy, Barb Shea, Linda Kehoe, Butch Ashcroft, Heather Candon, Teri Murduff and Janessa McGuire

### **1. Call to Order – Leanne Harding**

2. Agenda - APPROVED

3. Previous Meeting Minutes – APPROVED

4. Treasurer's Update – Sharon provided the update. The Chapter is in a positive financial situation with ~\$4000 in funds. The Committee chose to use \$2000 to sponsor members to attend this year's IPAC Canada conference.

## **Business Arising**

### **5.1 Summary of Long-Term Care Conference:**

- 35 out of 65 attendees submitted evaluations
- The conference met attendees expectations
- Topic ideas for future long-term care educational events include wound infections and outbreak management

### **5.2 Webpage updates – pictures from LTC Conference**

### **5.3 Production fair –evaluation**

### **5.4 CIC Membership Award**

Denise will confirm if it's too late to submit for this year's Conference and she committed to submitting on behalf of the Chapter for next year's conference. A reminder that this Chapter award is based on the largest % of new members who are certified or who have re-certified.

### **5.5 Executive Roles and Responsibilities**

Leanne will send the description of executive roles and responsibilities out to the group members and they will be incorporated into the minutes.

## **Building Membership at National and Chapter Levels**

Leanne sits on the Chapter Group for Canada. She noted that there will be changes to fees and this will require a vote. This will be communicated at the IPAC Canada Conference in June. There is a need to make it possible and advocate for small organizations to join. All Chapters are struggling with membership. In addition, it is important to leverage technology (using broader email outreach) and new types of members such as dentist offices, etc.

## **New Business**

### **6.1 Planning for 2015 Fall Education Session – ideas**

The group brainstormed the following:

- Meet and Greet in early October (first week) – conference room with option of outdoor space/bbq, seek sponsorship, celebrate the good work of the Chapter and participating organizations
- Have 1 face-to-face meeting per year and 3 OTN sessions per year
- Plan to leverage the Interactive Chat Session format like the GTA Chapter does

### **6.2 Changes to meetings – Structure and Location**

The group felt that the meeting structure is working. They discussed having 3 OTNs and 1 face-to-face meeting this coming year. The group discussed that having a lot of advanced notice was very important.

## **7. CEICN Update**

-Information about CDI rates (community-acquired, relapse rates) and the need for attention and capacity-building in the community for CDI prevention and ASP, is being shared within PHO (with communication groups, leaders).

-CEICN has a new assistant – Daphne Lewis.

-Heather is leading a new CIC Chapter Group – we are projecting 5 new CICs. For the CIC exam, if individuals are writing after July 1, they will be part of the pilot group (and will get a \$100 rebate). They will need to wait for 6 weeks for the results as they will be validating the exam.

-New Construction/Renovation tools will be available shortly.

-PHO is restructuring – there will be “subject leads” for various topics.

## **Education sessions:**

IPAC Challenges in Mental Health – Andrea Groff and Darlene Fawcett

Ebola – Frontline Experience – Barb Shea

## **Next Meeting**

June 23, 2015 - 0900