

MINUTES
IPAC-Ottawa Region Meeting
June 12, 2014
101 Centrepointe Drive, room 1A

1.0 Call to order at 9:15 & introductions

2.0 Minutes for April 2014 approved.

3.0 Discussion of group meetings at Halifax IPAC National Conference:

President's meeting in Halifax-S. Rowland- met with other chapter presidents and all chapters have the same issues- re: membership fluctuations, etc. We are one of the more stable chapters. Chapter president plan to meet to brainstorm how to increase membership (starting this summer). Looking at formal mentorship program (nationally). Mentorship is hard to do locally as organizations have rules re: students, mentorship, etc. Kathy Suh presented about CBIC- new exam provider. It is online, same as now but offers exams in different languages (NB- has been reviewed by ICP's who work in French. Budget also discussed- all chapters struggle with \$ (except us & Halifax). Most chapters don't have funds to support members. Ottawa conference lost \$ due to cost of the venue, decreased attendees, etc. IPAC National has retired apposition- archivist- the individual retired and the position as abolished. There is an internal restructuring going on at IPAC Canada to make it a more fluid setup.

Network of Networks- N. Todd-Giordano- interesting meeting, group is diverse with members who work regional, provincial and territorial areas. The group meets 2 x year and bimonthly or as needed. Alberta Health Services website OAHs partnered with CSA) to provide education to non hospital personnel who reprocess medical equipment. There is a module for purchase through CSA (~\$79)- reprocessing medical devices in community settings. L. Howard mentioned that a group??? is looking into making CSA standards available @ no cost without a subscription. Research is being done currently as CSA standards using N 95 respirators - the info available is extrapolated to HC settings from industry settings.

Membership Interest Group Meeting- XX??- We have 89 members (1 less than before), 62 are RNS , 4 are Physician, 66/89 are in Ottawa. Discussion on how to increase membership: in the past, had recruited others for 1 yr then they didn't come back- there was nothing for them. For the most part, recruitment is focused on dental clinics, offices, etc.

Health care Facility Design and Construction Interest Group- S. Rowland- Gordon Burrell is available for consultation, dynamic group, developed the terms of reference on site, very involved, there is ++ renovations in facilities, AIA has changed to FGI (Facilities Guidelines Institute). They are currently working on recommendations for residential facilities.

Long Term Care Interest Group Meeting- none attended this year.

Community Health Interest Group- C. Richard- Lots of people there, good meeting. Draft definition of Community Health. Also looking at the # of FTE's dedicated to community IPAC (i.e. compare to acute care). Literature review- might be grant money available from IPAC Connection. Draft guidelines for wound care shared and discussion re: disposal and sterilization of equipment used in community setting. Position Statement reviewed, some concerns raised and brought forward. Discussion of IPAC Audit Tool for HC Settings. All members to review and provide feedback. Some retirement homes refusing clients with ARO's. Need to provide resources/fact sheets/etc. Occurrence of c. difficile is +++ in community (among client who had not been in hospital). This is being studied by working group (Gary Garber is part of it). Changes to Retirement Home legislation- RH regulating authority- RHs now have to register themselves and meet criteria- many changes, ? as to who pays for PPE, etc. Also, there is a PIDAC document underway- what CCAC does, what service providers do, etc in community.

Standards and Guidelines- L. Howard- It was a working meeting.- discussion on breast milk position statement- ++++ discussion, also discussion around cleaning requirements for foot care instruments in the community- there was debate on both topics.

Pediatric and Neonatal Interest Group- much feedback given into ?? doc- feedback was not incorporated.

Education Meeting- D.Perron- very quiet meeting, not much discussion

Finance Meeting-S.Rowland- lot of costs this past year- some expected , some unexpected. The cost of rebranding was expected but the loss of \$ from the Ottawa National Conference was not expected. Reminder given regarding GST rebate (any receipts need GST # on them). There is some \$ out there for projects. There is a new handbook coming in June/July for Finance Committee (Treasurer). We need an annual audit of expenses- could be done by past treasurer, does not need to be a CPA. Excess \$ can go into trust. Webinar is coming soon for treasurers.

Webmasters Meeting- S.Rowland- Some changes to website. Some questions- can we do changes to our own site=not at this

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time. All request for update go to IPAC Canada webmaster. Should we have a FB page...issue is nobody has time. IPAC Canada does have a twitter account. In 2015 a webinar session is coming for chapter webmasters.

4.0 Business Arising

- 4.1 **IPAC Symposium- N. Todd-Giordano**-The date is set for Sept 12, 2014 in Renfrew at Bonnechere Manor. Agenda drafted. Will run form 8-3 with breakfast & lunch served.
- 4.2 **Treasurer's Report- K. Defalco**- anyone needing funding for conference should have forms in
- 4.3 **Webmaster- P. Bedard**- Pat has sent Shirley some updates for the website
- 4.4 **Education Coordinator- D. Perron**- TOH will present 2 oral presentations in the fall- one on SWAT, one on CDI. She is trying to do some networking/brainstorming- what would we like to see for education? Over the next month, will send a survey to members.
- 4.5 **IC Partners**- S. Macfarlane not here
- 4.6 **PIDAC- J. Dennis**- New committee rep on PIDAC subcommittee, Mary Verncombe no longer the chair- now Matthew Mueller. Lots of changes in the last couple of years. Requesting it again that CPE ought to be reportable to MOH- was rejected. 50 cases of CPE (all but 10 originated outside Canada). New document on dialysis best practices form a subcommittee.
- 4.7 **IPAC Ottawa Region president- S.Rowland**- terms of reference, policy and procedure and strategic plan are around 5 years old and will need updating in the near future. Goal to review and revise in the fall. Members welcome to participate in strategic planning session in fall again.

EDUCATION SESSION: Oral and Poster Presentations from IPAC National conference:

Linda Howard presented: Moving Forward with Just Clean Your Hands for Small Rural Hospitals after 5 years.

Nancy Todd-Giordano presented: A Cluster of Hepatitis A & The Prevention of Secondary Transmission

Catherine Richard presented: Establishing a Successful IP& C Program in a Community Health Care Organization

Present: Suzanne Rowland, Nancy Todd- Giordano, Donna Perron, Janice Banford, Linda Howard, Donna Baker, Sandy Petersen, Pat Bedard, Katherine DeFalco, Colette Ouellet, Judy Dennis, Catherine Richard, Janet Evans, Claude Bussiere, Johelle Cronier, Shelley Hudson, Cheryl Smith, Caroline Meguerditchian