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| Call to order at 9:05. **1.1 Additions to agenda** – Valerie Jeung, ASP program specialist at PHO will be speaking at 0940 hrs* + **Minutes** approved
	+ **Business Arising**
* 2 IPAC OR members have successfully written their CIC

**1.4 Chapter President** **Report:*** Chapter Council
	+ The purpose was to allow dialogue with the IPAC Canada Board
	+ Sam met with the Council reps and president from the Montreal chapter
	+ The Montreal chapter was impressed with the success of IPAC OR (budget, membership, study group and networking) and hope to capitalize on the lessons learned from our chapter
	+ Montreal would like IPAC OR to share some of our great initiatives (e.g. agenda, learning opportunities)
* Sam encouraged IPAC OR members to take part in the IPAC Canada Mentorship program – **Action:** Any chapter member interested in being a mentor should advise IPAC Canada. Support is provided and the program will start in the Spring. Go to the IPAC Canada website for additional information.
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| **2.1** **New Business****2.1.1** IPAC Terms of Reference (TOR) and Policy manual* The executive has made some revisions to the TOR. Once complete, they will share with the membership for feedback
* Caroline is revising the template and would welcome assistance

**2.1.2** IPAC OR support for the IPAC Canada conference * Seven members asked for support to attend this year’s conference
* The current evaluation tool was used to select the 3 successful candidates (Donna Perron, Suzanne Rowland and Philippe Fournier)
* Prior to next year, the executive will do a review of the application for funding and the evaluation tool
* Barley shared that Toronto has a grading system based on engagement, which is capped at $1000. The money can be used for the IPAC Canada conference, or other conferences, such as SHEA.
* Currently, IPAC OR caps the support at the cost of the conference registration
* **Action:** Sam will connect with the Toronto group to look at the tool
* Our chapter is also supporting Joanne Janigan attending the conference as President elect
* As always, the expectation is that funded members share lessons learned upon their return

**2.1.3** IPAC OR Education Event* Claude, Annie and Sam are co-chairing this year’s event.
* Building on last year’s success, we are considering an evening event in September or October.
* The location will be Ben Franklin Place and we are looking into using Eventbrite to support the registration.
* Some ideas for content include CDI, and the new PIDAC environmental services document, but we are looking to the membership for other ideas.
* Toronto pays for speakers and feel they get a good return on investment (up to $8000). They also open up their meetings to other attendees and to engage their membership, they copied some ideas from SHEA
* Sunnybrook and St. Joe’s hospitals have done a “road show” on gram negative bacteria, published a paper and presented at ID week
* **Actions:** Members who want to participate on the planning committee should forward their name by email to Sam or Shelley
* **Action:** Sam will follow up with Chapter presidents to better disseminate and share education opportunities

**2.1.4** Using Social Media – Barley Chironda shared information about using social media* Responding to posts: We should develop a social media policy and procedure. Refer to IPAC Canada for information about using social media. **Action:** Barley will share his slides on social media code of conduct
* Posting: Share information, but no commentary. In general, don’t respond unless it is to refer to additional information. Avoid opinions.
* Look at what others are doing
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| **3.0 Presentation:*** ASP Landscape Survey, The results are in! Valerie Yeung
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| **4.0 Reports****4.1 Executive Committee Reports:****4.1.1 Treasurer Report*** No negative feedback about the budget as posted; The biggest shift was moving money from the conference fund to the CIC fund
* There is >$ 10,000 in bank
* The chapter receives $30 per member per year from IPAC Canada

**4.1.2 Membership Coordinator/Social media Report** * Membership has risen to 97 up from 94. Annie is still hearing from interested parties and is reaching out to them.
* Barley is still supporting Annie re. communicating on Facebook and Twitter. Welcome Barley!
	+ 1. **Education Coordinator Report**
* **Action:** Advise Donna Perron or Caroline Meguerditchian if there are any speakers that may be of interest to the group
	+ 1. **Webmaster**
* **4.2 IPAC Canada Subcommittees Reports – DEFERRED**

Updates from the interest groups and subcommittees were deferred to accommodate the presentation but are always available on the IPAC Canada website**4.2.1 Education Committee** **4.2.2 Membership Committee****4.2.3 Standards and Guidelines**  |
| **5.0** **5.1 Partner Updates****5.1.1 PHO** * The VRE study has been published in CMAJ. The 6-year study shows a rise in VRE bacteremia; therefore, the recommendation is to continue screening and precautions.
* An evidence brief on the use of humidifiers is available on the PHO website
* The ARO hospital survey is available if your facility has not completed it - attach link
* The ARO LTCF survey is also in progress and will be an opportunity to provide feedback to this group

**5.1.2 PIDAC****5.2 Interest Group Reports – Deferred due to schedule change – reports are posted on the IPAC Canada Website*** [Community Health Care Interest Group](http://www.ipac-canada.org/Members/members_comm.php)
* [Dialysis Interest Group](http://www.ipac-canada.org/Members/members_dial.php)
* [Environmental Hygiene Interest Group](http://www.ipac-canada.org/Members/members_EnvHygiene.php)
* [Healthcare Facility Design and Construction Interest Group](http://www.ipac-canada.org/Members/members_construction.php)
* [Long Term Care Interest Group](http://www.ipac-canada.org/Members/members_long.php)
* [Mental Health Interest Group](http://www.ipac-canada.org/Members/members_mental.php)
* [Network of Networks Interest Group](http://www.ipac-canada.org/Members/members_networks.php)
* [Oncology Interest Group](http://www.ipac-canada.org/Members/members_oncol.php)
* [Paediatric & Neonatal Interest Group](http://www.ipac-canada.org/Members/members_peds.php)
* [Prehospital Care Interest Group](http://www.ipac-canada.org/Members/members_prehospital.php)
* [Reprocessing Interest Group](http://www.ipac-canada.org/Members/members_reprocessing.php)
* [Surveillance and Applied Epidemiology Interest Group](http://www.ipac-canada.org/Members/members_surv.php)
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| Roundtable Discussion* Discussion generated about occupational exposure to TB and contact follow up and cleaning and disinfection of shared equipment under time constraints in the mobile environment

Next Meeting:June 8, 2017 9:00 – 12:00 |