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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. |
| **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 $8000). They also open up their meetings to other attendees and to engage their membership, they copied some ideas from SHEA * Sunnybrook and St. Joe’s hospitals have done a “road show” on gram negative bacteria, published a paper and presented at ID week * **Actions:** Members who want to participate on the planning committee should forward their name by email to Sam or Shelley * **Action:** Sam will follow up with Chapter presidents to better disseminate and share education opportunities   **2.1.4** Using Social Media – Barley Chironda shared information about using social media   * Responding to posts: We should develop a social media policy and procedure. Refer to IPAC Canada for information about using social media. **Action:** Barley will share his slides on social media code of conduct * Posting: Share information, but no commentary. In general, don’t respond unless it is to refer to additional information. Avoid opinions. * Look at what others are doing |
| **3.0 Presentation:**   * ASP Landscape Survey, The results are in! Valerie Yeung |
| **4.0 Reports**  **4.1 Executive Committee Reports:**  **4.1.1 Treasurer Report**   * No negative feedback about the budget as posted; The biggest shift was moving money from the conference fund to the CIC fund * There is >$ 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) |
| 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 |