



***Educational Committee Teleconference  
Meeting Agenda***

**May 6, 2016 @ 1100**

***Teleconference call in number is 519 421 4211ext 5811***

**Meeting Facilitator:** Kim Staikos

**Invitees:** Joanne Dow, Yasmine Chagla, Kim Staikos, Catherine Van Arkel, Cheryl Tung, Karen Strauss, Dori Taylor

1. Review and approval of minutes from April 8 2016
2. Business Arising
  - a. Evaluations from March 4<sup>th</sup> Chapter meeting/webinar. Cheryl
  - b. Education evaluations updated. Dori
  - c. Initial planning for September meeting
    - i. Infection Control in the O.R., Kathy McGhie confirmed
    - ii. Infection Control in Clinical Office Practice
3. Planning for June 10<sup>th</sup> Chapter meeting and Education Day
  - a. Vendor logos to Cheryl
  - b. Speaker packages Catherine
  - c. Registration, Dori
  - d. Gift card draws, Kim
  - e. Thank you cards, Joanne
  - f. Save the date flyer and registration flyer

