



**IPAC-SWO Education Committee
Meeting Minutes
June 26, 2015**

Present: Yasmin Chagla, Kim Staikos, Cheryl Tung, Joanne Dow, Catherine Van Arkel

Regrets: Dori Taylor, Kim Straus

Recorder: Catherine Van Arkel

Agenda Item	Discussion/Action	Responsibility
Approval of Agenda		
Approval of previous minutes		
Education Day Responsibilities Checklist	Draft checklist reviewed. Changes to checklist to be made based on input received by committee members, then redistributed	Catherine
Education Day June 5		
<ul style="list-style-type: none"> • Expenses reminder 	Committee members to forward to Catherine expenses that were incurred to maintain yearly record of expenses	Committee members as needed
<ul style="list-style-type: none"> • Education Day evaluations 	Results of evaluations to be compiled and tabulated and distributed to committee members	Cheryl
Items brought forward from Executive Committee		
<ul style="list-style-type: none"> • Betty Bannerman Award FYI 	Betty Bannerman award particulars are now on our website. Elaine will be looking at the process of how it is administered. This process will need to be approved by 3M	
<ul style="list-style-type: none"> • Registration fees for education days FYI 	½ day Registration fees are as follows based on discussion held at last executive meeting: <ul style="list-style-type: none"> • Non-members: \$20.00 • Members: free 	
Education Day September 18		
<ul style="list-style-type: none"> • Marina Salvadori: TB and Health Care Workers, Screening guidelines 	Catherine having difficulty contacting Dr. Salvadori. Recommendation made that because of her connection with PHO that Francine Paquette be contacted to see if she can reach her. Other suggestions for speakers included Dr. Colby (CKPHU), Dr. Michael John (LHSC), Aaron Atchison (MLHU)	Catherine to contact Francine for assistance in contacting Dr. Salvadori. If necessary, contact one of the three other possible speakers
<ul style="list-style-type: none"> • Kathy McGhie: IPAC-SWO Historical Perspective 	Need to confirm and make arrangements for Kathy McGhie to speak	Joanne Dow to follow up and make arrangements
<ul style="list-style-type: none"> • Francine and Elaine: their presentations at IPAC Canada 	To present their short oral presentations	

<ul style="list-style-type: none"> IPAC Canada Interest Groups presentations Vendor Confirmation 	<p>Cheryl, Lorna and Elaine to present if time. Discussed possibility of adding this to the business portion of the education day. Elections also to be held at September meeting.</p> <p>Who attended interest group meetings at IPAC Canada? (surveillance and epidemiology, community health, LTC, reprocessing). Joanne Dow to present on the LTC Cross Canada IC survey results?</p> <p>Jessica Keddy and Karen Straus also attended? Lorna Morgan to be contacted to confirm who IPAC-SWO sponsored to attend the conference so they can also present briefly.</p> <p>Dean Moore from Diversey expressed interest in setting up a booth at the September education day, along with Jef Jurgenheit from AMG Medical as a possibility.</p>	<p>Catherine to ask Elaine if this is possible</p> <p>Cheryl Tung to follow up</p> <p>Kim Staikos to contact Lorna to determine who was sponsored and then to ensure that they are able to speak on September 18</p> <p>Kim to follow up with these vendors once Catherine sends Kim their contact information</p>
Date and time of next teleconference meeting	Friday August 14 @ 1100 519.421.4211 ext. 5811	Kim Staikos