



**IPAC-SOUTHWESTERN ONTARIO**  
**Education Committee Meeting Minutes**  
**July 27, 2017**

The meeting was called to order at 11:05am.

**Present:** Kim (chair), Cheryl, Yasmine, Jean, Joanne, Francine, Sonal, Dori (recorder)

**Absent:** Eleanor, Susan,

1. Review of minutes- a few minor changes-have been corrected and forwarded to Cara Lee to be posted

**2. Update for speakers and oral presentations**

- Oral presentations (1030-1200)
  1. Jaime Lynn Cornelius- confirmed
  2. Rose Howie- confirmed
  3. Francine Paquette- confirmed
  4. Sonal Shah- confirmed
- Speakers (1300- 1430)
  1. Denise Madsen- MOL- confirmed
  2. Elaine Reddick- confirmed
  3. Jeffrey Kraegel- CSA- confirmed
  4. Kim to contact Dianne Marshall from Oxford Public health to speak about Emergency Preparedness
- Panel discussion- 1430-1450.
- CIC questions and wrap up 1450-1500

**Speakers:** 3 Speaker packages have been sent, will wait for confirmation of 4<sup>th</sup> speaker

3. **Vendors-** Diversey, Cintas, payment is coming, gift cards received  
Vernacare are confirmed-payment received

4. **Update on numbers:** 14 people have registered thus far.

5. Need **strategies** to increase numbers. Committee to forward registration flyer to stakeholders.

**Complete educational committee-** task assignments – updated and attached

**CIC questions-** Need a volunteer to come up with questions and present. Anyone interested?

**Gift cards-** Kim has 3 gift cards, is anyone able to donate a door prize?

**Update flyer-** Info to be sent to Elaine once confirmation of speakers

6. **Next meeting date:** Booked for Sept 6 at 11:00 am. Kim to send invites.

