**Attendees: Online**

Andrea Delvin Jonathan Suzanski

Bonnie Granfield Kaitlin Hearn

Brenda Jenkins Kelvin Yu

Cindy Frank Leanne Wyman

Crystelle Ong Lisa Acorn

Deb Hobbs Maureen Buchanan-Chell

Elaine St. Laurent Sara Gallinger

Erica Yip Tiffany Herrick

Gord Platt Yvette Gable

Jennifer Parsonage

| **AGENDA ITEM** | | | **NOTES** | **PRESENTER** | **MINUTES** |
| --- | --- | --- | --- | --- | --- |
| **Call to Order 14:00** | | | IPAC Meeting | New Chair – Maureen |  |
| **Meeting recorded** | | |  |  |  |
|  | | | | |  |
| **1.0** | **Welcome and Introductions** | |  | Maureen Buchanan-Chell | Maureen Introduced herself as New President!  Yvette wants to welcome Kelvin Yu (new IPC) |
| **2.0** | **Approval of the Agenda** | | * no additions or changes | Chair/All | Motion to Approve : Tiffany Second: Yvette |
| **3.0** | **Approval of the Minutes** | | * No additions or changes | Chair/All | Motion to Accept: Kaitlin Second: Brenda |
| **4.0** | **Membership profile** | | N/A |  |  |
| **5.0** | * **New Business** | | | |  |
|  | 5.1 | Membership Update |  | Maureen | Maureen has list, 75 voting members. Quorum is 11 people unless voting over $2500.  New\*\*Intuitional IPAC Membership – for those who report to the same director can join as a group, cost is less |
|  | 5.2 | Financial Committee |  | Crystelle | 2020 Financial report presented– Crystelle unable to previously present- Interest and Membership fees  2021 Financial report to date presented- Interest, membership fees and cost for email address $ 57.75  Healthy budget!  Submitted: Form 14 (Financial statement) to IPAC Canada and GST forms  Crystelle has completed her term as Treasurer- looking for replacement-Is anyone interested? Could shadow Crystelle for take over at end of year. Erica Yip has expressed interest in shadowing for a year.  Gord offering to assist with auditing again, thanks Gord! |
|  | 5.3 | Education Committee |  | Fred | Deferred |
|  | 5.4 | IPAC Executive position election | Position Nominations for 2021:  President Elect –Sara Gallinger  Webmaster- Leanne Wyman  Treasurer-still looking | Jen/Maureen | Secretary –Lisa Acorn for 2nd year of 2 year term  Past President- Jennifer Parsonage  Education Chair – Fred Cundict-2nd year of 2 year term  Treasurer-Crystelle Ong completed 2 year term, remaining on for an additional year.  President Elect: Sara Gallinger voted in by acclamation!  Webmaster: Leanne Wyman voted in by acclamation!  No other members expressed interest in above positions  **Election slate accepted by acclamation!** |
|  | 5.5 | IPAC National Conference May 3-5, 2021  Virtual event | Funding available for members to attend this conference:   * 2020 Chapter Conference funding * IPAC Canada funding for 2 chapter members | Jen/Maureen | Early bird registration is April 1,  **Jen offered** her President IPAC conference funding to IPAC NA members. $3500.00. Money that had been deferred to this year’s conference money  Funding will be available for 8-10 attendees.  **Jen Parsonage made this motion**  **Sara Gallinger seconded this motion**  **Lisa read motion**: Take the 2020 chapter president budget allocation for conference travel and make it available for 2021 IPAC conference registration for IPAC NA members.  Maureen asked if anyone opposes this motion. **NO response**  Maureen asked if anyone abstentions? **NO response**  **All approve, this motion has passed!**  Diversey has provided registration for 2 chapter members.  Maureen suggesting these 2 registrations offered to non AHS members of IPAC, as AHS members have approx. (5 -10) registrations available per zone  To go to organization where funding not readily available  Maureen to contact Directors re plan for sending members etc,  Notice to go to members that conference registration is available what is the interest from members |
|  | 5.6 | 2021 IPAC Meeting schedule | * 2021 New meeting schedule shared |  | New schedule presented with skype meetings only , no in person meetings scheduled  Member profile for each general meeting?  Some members volunteers and will be scheduled into the calendar. |
| **6.0** | **Ongoing Business** | | | |  |
|  | 6.1 | IPAC NA and SA Collaboration | * Deferred |  |  |
|  | 6.2 | Newsletter for Interest groups and Committees | * Groups have not been met | Jenn | Groups have not met -No updates |
|  | 6.3 | IPAC NA webpage |  | Sara | Sara to update with new executive and new TOR’s and calendar |
| **7.0** | **Correspondence & Discussion** | | | |  |
|  | 7.1 | From IPAC Canada |  | Yvette | IPAC is putting together a cook book, put forward your recipes, deadline has been extended- see email from IPAC Canada for details |
| **8.0** | **Standing IPAC-Canada Interest Groups - Representatives/Have not met** | | | |  |
|  | 8.1 | Cardiac Care |  | Michelle Zwicker | Disbanded |
|  | 8.2 | Community Health |  | Kathy Jarema |  |
|  | 8.3 | Dialysis |  | Deborah Hobbs |  |
|  | 8.4 | Environmental Hygiene |  | Gord Platt |  |
|  | 8.5 | Healthcare Facility Design & Construction |  | Kathryn Wyndham |  |
|  | 8.6 | Long-term Care |  | Sara Gallinger | No communication |
|  | 8.7 | Mental Health |  | Carolyn Doroshuk | Possibly disbanding, no info or communication |
|  | 8.8 | Network od Networks |  | Jennifer Parsonage | Looking for new representative |
|  | 8.10 | Pediatrics & Neonatal |  | Crystelle Ong | Anyone interested? |
|  | 8.11 | Pre-hospital & First Responders |  | Justyna Augustyn |  |
|  | 8.12 | Reprocessing |  | Terry Lauriks |  |
|  | 8.13 | Surveillance/Applied Epidemiology |  | Kaitlin Hearn | Kaitlin Hearn on maternity leave-Coverage by Amber-Leah Edmiston |
| **9.0** | **Standing IPAC-Canada Internal Committees - News** | | | |  |
|  | 9.1 | **Programs and Projects** |  | Yvette Gable | Yvette available to continue |
|  | 9.2 | **Standards and Guidelines** |  | Fred Cundict |  |
|  | 9.3 | **Membership** |  | Yvette Gable |  |
|  | 9.3 | **Chapter Council** |  | Dione Kolodka | Position rotates each 2 years between B.C/AB/Sask |
| **Next Meeting** | | | May 12, 2021 | |  |
| **Adjournment** | | | 15:00 | |  |