

Date	Time	Location
January 20, 2013	12:30– 2:00	Teleconference

Attendees:	Regrets	Guests
Cameron Weighill (Chair), Patrick Doyle, Raymond Ramdayal, Lori Holmes, Eric Devine, Kate Beath, Tony Makrostergios, Ken Diplock		Chris Munn

Minutes	Timekeeper
Tony Makrostergios	

1. Agenda Item	Discussion	Action
2. Welcomes and Introductions		
3. Approval of Agenda		Lori Motion, Raymond seconds
4. Review and Approval of Previous Minutes	December 3 rd and December 17 th	Defer to Face to Face meeting in February.

5. Review and Approval of Electronic Motions		
6. Standing Items	Items Brought Forward	
6.1. Strategic Plan	We will discuss during the 2 nd day of the face to face meeting.	OBEC members to review Strategic plan and identify if they feel they are still the initiatives moving forward or if we need to identify new goals. Also evaluate the goals we had set in the past
6.2. Finance	<p>A new tool is being used to help facilitate 2014 budgets. The 2013 budget is still being finalized and will be presented at the face to face in February.</p> <p>Finance committee has adjusted and updated finance codes to be used for MPS.</p> <p>Use last year's Food Safety Committee budget as John has retired.</p>	<p>Action Item (January 28): OBEC members to have budgets in to finance committee.</p> <p>Action Item (January 21): T. Makrostergios will connect with Kate and Ken to finalize proposed 2014 budget.</p> <p>Action Item (February 7): Finance committee to provide revenue projections for next year.</p>
6.3. Membership Support and Engagement	Lori sent out document with regards to recruitment survey and create a TOR on volunteer responsibilities. Can we edit the website to add a volunteer component or tab to give members another access point to see opportunities.	<p>Action Item Revised to (January 24): Lori Holmes to connect with Eric to discuss options for website.</p> <p>Action Item – Review Volunteer documents circulated by Lori prior to face to face.</p>

<p>6.4. Strategic Communications and Partnerships (ASPHIO, MOHLTC, PHO, OPHA)</p>	<p>Chris Munn – OPHA board meeting January 15th. Pegpen Walsh is the new executive director. Discussion to meet the needs of the members, ie ASPHIO and CIPHI and ensure we are not duplicating work. Knowledge transfer was discussed and what public health needs overall and how to communicate with government to help achieve this. Obesity, equity are examples of initiatives.</p> <p>Cam – build on more webinar opportunities</p> <p>Eric – can add a volunteer page to website and can discuss further ideas for the website. Focus will be to remove older material and make it more updated.</p>	
<p>6.5. Advocacy and Policies</p>	<p>Patrick – regulated professional working group to update O.Reg 566, by developing a rationale on why to make this change, change mandate to include CIPHI membership as a requisite for hire.</p> <p>IDWG-is going well and curious about how they can be more involved in infectious disease groups throughout the province. Still need to verify CIPHI status for members of committee.</p> <p>Do we want to get involved with advocacy around nutritional requirements or other provincial initiatives. We should be increasing our opportunities with regards to advocacy.</p>	<p>Action Item (Face to Face): Cameron to approve TOR of IDWG.</p>
<p>6.6. Professional Development</p>	<p>Raymond – spoke with Peter and ASPHIO is still pursuing the needs assessment and we will be involved as it evolves.</p> <p>Cam- talked to Tony A on how we can use CIPHI to perform a blitz and in the future who can perform this education.</p>	

6.7. COPE Update	No update	
6.8. BOC Update	No update	
6.9. Workgroup Updates	John Yan is stepping down as chair and his position will need to be posted.	
6.10. Conferences	2013 conference books are still open as there is one registration that needs to be refunded. Once cheque clears the books will close. 2014 – Everything is on schedule (Toronto) 2015 – Everything is on schedule (Ottawa) 2016 – Niagara	
7. Other Business		
7.1. Storage locker	The locker will need to be possibly relocated to the GTA area based on current composition of executive.	Action Item (January 24): Kate Beath to review contract of current locker.
7.2. NEC Meeting	Cameron, Tony and Raymond attended NEC meeting in Toronto along with CoPE, EHFC and BOC. Discussions around the strategic plan and the steps moving forward.	
8. Next Meetings		

8.1. Teleconference	<ul style="list-style-type: none"> • Ontario Branch Executive Teleconference 12:00 – 13:30 / Minutes <ul style="list-style-type: none"> • December 3, 2013/ Ken Diplock • December 17th 2013 / Eric Devine • January 20, 2014 / Kate Beath • March 25, 2014 / Tony Makrostergios • April, 22, 2014 / Patrick Doyle • May 22, 2014 / Lori Holmes • June 17, 2014 / Raymond Ramdayal • July 22, 2014 / Ken Diplock • August 18, 2014 / Eric Devine • September 23, 2014/ Kate Beath 	
9. Face-to-Face	February 7 th and 8 th / Kate Beath	
10. Adjournment		Patrick Motions and Lori Holmes seconds motion. Motion Carried