



APHEO

Association of Public Health Epidemiologists in Ontario

"To advance and promote the discipline and professional practice of epidemiology in Ontario public health units."

www.apheo.ca

APHEO Executive Transition Meeting	Date:	January 29, 2015	Chair:	Cam McDermaid/Gillian Alton
	Time:	9:30am – 3:00pm	Recorder:	Adam van Dijk/Vidya Sunil
	Location:	Public Health Ontario Offices (Toronto) 480 University Ave. (Room 424)		
Past and Present Executive				Attendance
President (outgoing Treasurer)	Gillian Alton	Oxford County Public Health	✓	
Vice-President	Lise Trotz-Williams	Wellington-Dufferin-Guelph Public Health	✓	
Outgoing Secretary	Adam van Dijk	Kingston, Frontenac and Lennox & Addington Public Health	✓	
Incoming Secretary	Vidya Sunil	Haliburton, Kawartha, Pine Ridge District Health Unit	✓	
Incoming Treasurer	Kelty Hillier	Hamilton Public Health Services	✓	
OCCHA Rep. & Member at Large	John Barbaro	Simcoe Muskoka District Health Unit	regrets	
Outgoing OPHA Rep. & Member at Large	Alanna Leffley	Grey Bruce Health Unit	✓ (via T/C)	
Incoming OPHA Rep. & Member at Large	Emma Tucker	Halton Region Public Health	✓	
aIPHa Representative	Celine Butler	Timiskaming Health Unit	✓	
Past President	Cameron McDermaid	Ottawa Public Health	✓	

	Agenda Item	Key Discussion Points	Conclusion or Action Items
1.0	Approval of agenda/additions	<ul style="list-style-type: none"> • Approved with addition of 6.1 	<ul style="list-style-type: none"> •
2.0	Approval of Minutes (Dec. 4th)	<ul style="list-style-type: none"> • Approved with no edits 	<ul style="list-style-type: none"> • AV to post on website
3.0	Standing Business (2014 wrap-up)		
3.1	President's Report (CM)	<ul style="list-style-type: none"> • CM didn't have much to report on from last Exec. meeting (see minutes on website). Passed over the meeting reigns to GA • GA sent some info. to the globe and mail regarding NHS issue, GA engaged Paul Fleizer, he advised to keep opinions high level when speaking with the newspaper. • TPH does not use NHS data • Small rural and urban HU working group having larger issue as they now have no data because of suppression etc. - Impacts each jurisdiction differently. • Bill C626 second reading coming up • Might be a good idea to get health units lined up to speak up about the issue should need arise or media requests start coming in • CM - Is there a role for APHEO eg. Landed immigrant data, Taxfiler data by HU, no one will see c626 data for years if it passes. Perhaps we need to be aggressive with statscan, offer some solutions • ET - Income data and newcomer data, need DA level data (currently aggregated). No good income data for some time. Taxfiler at DA level might help bridge that gap • LTW – would CMOH have any pull on this issue? • CM – Need MOHLTC, PHO, CCO, and CIHI all backing push to get us better data • AL - Outside orgs. using NHS don't understand the issues so some HU's won't use their produced reports. Other sectors may be best option to push this along as it seems the gov't isn't listening to the 'scientists' • KH - TD bank came out with position paper on income and equality, they could be an entity that could back this push 	<ul style="list-style-type: none"> •
3.2	VP Report (LTW)	<ul style="list-style-type: none"> • 3 main areas of focus. Website, P and P's, and assisting with position papers etc. (eg. back up Pres.) • Website is nearly ready to launch, testing is occurring now, hope to launch before APHEO conference • 3 P and P's were recently voted on and accepted by the membership and posted on the website • LTW – website work should be winding down, development of new P and P's will be main focus for 2015 	<ul style="list-style-type: none"> •

	Agenda Item	Key Discussion Points	Conclusion or Action Items
		<ul style="list-style-type: none"> Website potential topic for Spring General meeting, full launch perhaps at conference, helps APHEO to properly give thanks to website committee too 	
3.3	Membership/secretary report (AV)	<ul style="list-style-type: none"> For 2014 year end purposes: 109 full and 225 affiliate members As of Jan. 28th 2015: 108 full members and 238 affiliate members These current figures will be in a state of flux over the next few months as new members join and we sift through member renewals etc. Talked about waiting on new website roll-out until membership renewals are squared away. 	•
3.4	Financial report (GA)	<ul style="list-style-type: none"> Not much changed from November meeting, most items within budget save for the workshop. Lost about 15K TD branch signing authority to Kelty will take another nudge with our contact but will occur soon LTW – Question - policy review had 1000K budgeted? CM - Got added in when we split P and P's apart, separate policy meetings were run through that. Contracts were made to have people do this. New Exec. can talk about 2015 budget if that line item should stay in or not Website maintenance item – need to budget it and perhaps add to it because of potential for change over from brickhost to new site may require some extra fees to make that happen 	•
3.5	alPHa report (CB)	<ul style="list-style-type: none"> Dec 5th meeting, meet every quarter Adopted a position paper, health equity lens creation Talked about their involvement in the dental health realm and public health Sarah Edwards is a rep. on the health equity group 	•
4.0	Action Items from previous meeting(s)		
4.1	2013 APHEO annual report (CM)	<ul style="list-style-type: none"> One outstanding piece before sending to graphic artist, looking at getting this sorted out by end of Feb. CM will be soliciting working group chairs and Exec. members for 2014 updates, with thought to have that report ready for the conference. 	•
4.2	Fluid survey for membership regarding HU use of NHS data (CM)	<ul style="list-style-type: none"> Might still be useful to get opinions from Epis. and recontextualized to find a common ground. CM to keep developing, with some tweaks, and get ready for send out 	•
5.0	New Business		
5.1	Responding to media (CB)	<ul style="list-style-type: none"> Background: CB asked to inquire with alPHa regarding any policies they have for responding to media requests Don't really have a policy, if response option is a good fit for them then they will do 	•

	Agenda Item	Key Discussion Points	Conclusion or Action Items
		<p>so.</p> <ul style="list-style-type: none"> • Issue came up with regards to the editorial in Maclean's blasting public health. Membership asked if APHEO was going to respond. • Would be a full time job if we started doing that but it highlighted the possibility that APHEO may need to set a bar around responses to such requests 	
5.2	Confersense contract (CM/All)	<ul style="list-style-type: none"> • Background: the 2015 Workshop lost a fair bit of money because the low registration fees couldn't offset the overhead (facility/organizer costs). CM proposing we remove the 2016 workshop from our contract with Chuck (Confersense) because I don't think we need that high a level of support for a workshop that can be managed through something like Eventbrite. • The goal of our conferences and workshops is to break even, workshops are getting tougher to break even on. • This past workshop we charged low prices like past events but it cost what a conference would have because it was held at a hotel • Sponsorship's should be reserved for the conference years • Chucks contract is for 3 events, this past workshop, upcoming conference and the 2016 workshop. We can opt out by June 2015 but perhaps we need to just rejig the contract and extend it onto the conference or simply opt out of the last event because we can't lose 15K again 	<ul style="list-style-type: none"> • GA to speak with Chuck on the issue and come up with some solutions
5.3	Constitutional reform/not-for-profit status and membership (CM/All)	<ul style="list-style-type: none"> • Background: CM to tackle this item under past president role and wonders if membership reform should be part of that • Decision a few years ago to go not-for-profit for APHEO • CM has revised the constitution in line with the not-for-profit bill. Needs slight tweaks to make it member ready for review • Two issues: 1) board and executive structure needs modifying as APHEO is one entity not two 2) membership is the other issue. Some would like full membership rules to be 'relaxed' • i.e. affiliates cannot be on the executive and also don't have voting rights • Open up full membership = APHEO would get a boost in revenue, would also allow for a bigger pot to pick from for Exec. membership. May also make for richer discussion's amongst members if the 'affiliate' moniker is dropped • Further reasoning: People change positions and could lose full member/Exec. status and therefore potential may become a loss to APHEO • Application for not for profit has not yet be paid, consider in budget planning • Plus' to organization are numerous: Exec. cannot be personally sued, opens up more 	<ul style="list-style-type: none"> •

	Agenda Item	Key Discussion Points	Conclusion or Action Items
		<p>funding opportunities, also allows us to sue (eg. Conference organizer stops working for us).</p> <ul style="list-style-type: none"> • CM – Ideally have something for membership to review at June conference 	
5.4	Planning ahead for 2016 Strategic Planning (CM/All)	<ul style="list-style-type: none"> • Background: The 2013/2015 strategic plan will be expiring. While this executive doesn't necessarily need to worry about the new strat. plan in 2016, it might be useful to think about documenting activity going forward to help with evaluation and identify initiatives for 2015. • CM – need to keep our high leverage action items identified in our last round of strat. planning in mind over the next year to lead into the re-working of the strat. plan in 2016 	<ul style="list-style-type: none"> • LTW suggested having standing strat. plan item on Exec. meetings
5.5	Elaine Hector Award (CM/All)	<ul style="list-style-type: none"> • Background: explore possibility of expanding the scope of the Elaine Hector award or offering an additional award, at the conference committee's discretion, for a student award of high quality that didn't meet the inclusion criteria of the EH award. • Upcoming conference topic on health communication etc. is good example of this possibly being a need. 	<ul style="list-style-type: none"> • Exec. to set aside extra monies for another student award based on merit who may not 'fit' into EH requirements
5.6	OPHA Membership (CM/All)	<ul style="list-style-type: none"> • 2014 Exec. recommendation is to rejoin OPHA. • We declined membership two years ago as there was fee hikes and some uncertainty around the organizations management • OPHA ducks are now in order and fee structure has been modified • AL – impressed with new leadership, also agrees APHEO would be well advised to rejoin. • Advocating help from OPHA could be a big plus for us now • OPHA is a visible organization • AL – doing lots for young professionals, would be good for APHEO to be a part of that • IF APHEO became a member, what roles would ET have? Could be asked to be a board member but not necessary. That proved to be a big commitment but that piece has been taken out. You are eligible but not required. 	<ul style="list-style-type: none"> • ET to explore membership levels and requirements and bring back to Exec. at next meeting.
5.7	Vesta accounts (AV)	<ul style="list-style-type: none"> • Adam to change over teleconference accounts to Vidya, Emma and Kelty • Secretary and President accounts, along with the BORN account, are most used. Other Exec. members rarely need to create their own meetings. • KH to keep in mind that some of our T/C numbers have been sent out to working group chairs (eg. Elaine Hector, website group, Terry Delmore etc.) 	<ul style="list-style-type: none"> •
5.8	Set Exec. meeting and	<ul style="list-style-type: none"> • Background: Usually Exec. meetings fall on the first Thursday of each month from 	<ul style="list-style-type: none"> • Cam to ask Prof.

	Agenda Item	Key Discussion Points	Conclusion or Action Items
	general meeting dates (All)	<p>130-330pm (February usually skipped). 3-4 general meetings are to occur every year. Usually one at the conference, with one in the spring, one in early Sept (after summer vacations) and then one late November.</p> <ul style="list-style-type: none"> • New Exec. discussion led to following agreements <ul style="list-style-type: none"> - First Thursday of each month for Exec. meetings General meetings <ul style="list-style-type: none"> - April 24th or May 1st (Perhaps a progress demo of the new APHEO website as well as another presentation TBD) - Week of Sept. 21st - Week of Nov 23rd 	<p>about presenting at spring APHEO GM</p> <ul style="list-style-type: none"> • LTW to approach website committee presenting new website • VS to send out meeting invitations for Exec. meetings
6.0	Other Business		
6.1	Social media and APHEO (GA)	<ul style="list-style-type: none"> • Brought up by conference committee, asking about advertising options • CM - Unless an account of this nature is kept up to date regularly, likely not a good use of time • Exec. believes it's not in the cards right now but perhaps suggest to membership on twitter to use #APHEO 	<ul style="list-style-type: none"> •
7.0	Next Meetings / Adjournment		
<p>Next Meeting: March 5th, 2015 @ 130pm via Teleconference</p>			