



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 Meeting	Date:	April 2, 2015	Chair:	Gillian Alton
	Time:	1:30am – 3:30pm	Recorder:	Vidya Sunil
	Call in details	1.866.261.6767 Participant Code: 3022753#		
Past and Present Executive				Attendance
President	Gillian Alton	Oxford County Public Health	Attendance	
Vice-President	Lise Trotz-Williams	Wellington-Dufferin-Guelph Public Health	✓	
Secretary	Vidya Sunil	Haliburton, Kawartha, Pine Ridge District Health Unit		
Treasurer	Kelty Hillier	Hamilton Public Health Services	✓	
OCCHA Rep. & Member at Large	John Barbaro	Simcoe Muskoka District Health Unit	✓	
OPHA Rep. & Member at Large	Emma Tucker	Halton Region Public Health	✓	
aPHa 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, no additions 	•
2.0	Approval of Minutes (Mar 5th)	<ul style="list-style-type: none"> • Approved, no additions 	•
3.0	Standing Business		
3.1	President's Report (GA)	<ul style="list-style-type: none"> • No updates to report 	•
3.2	VP Report (LTW)	<ul style="list-style-type: none"> • Website: update was sent to the Exec group. Site should be ready to be launched in about 2-3 weeks. Should have been launched by the time the GM happens on May 6th. Launch can be announced by email to the general membership, as we don't want to wait until May to launch. There can then be a quick run through and a session at the May 6th meeting where Dave from Lifeline can be present to answer questions and receive feedback on the site, as well as walking us through the new site. Then at the June conference, we could have a display running to demo the site, but we wouldn't necessarily ask Dave to attend the conference to do another session. • P&P: LTW to get some done late this spring. Let LTW any updates/changes to be made to P&Ps 	•
3.3	Membership/secretary report (VS)	<ul style="list-style-type: none"> • Email reminder was sent to APHEO with respect to 2015 membership and payment. • 115 Full members and 252 affiliate members • Decided to update the status with respect to membership after reviewing the payment, which would be done in April. The group decided that those who have generated invoice needs to be followed up before changing the status. If not generated the invoice they would be removed from the listserve. 	•
3.4	Financial report (KH)	<ul style="list-style-type: none"> • All up to date. 187 memberships processed • GA to look in to changing the status of receiving PayPal emails to Kelty 	•
3.5	alPHa report (CB)	<ul style="list-style-type: none"> • Next meeting only at the end of the month 	•
4.0	Action Items from previous meeting(s)		
4.1	2013 APHEO annual report (CM)	<ul style="list-style-type: none"> • In progress 	•
4.2	Confersense contract(GA)	<ul style="list-style-type: none"> • Confersense not agreeing to decrease the fees. Options to reduce the cost were discussed. Having Universities as venues for workshop would cut down the cost. • GA to bring the idea back to Confersense to explore more ideas about cutting the cost. If that does not work out will look in to breaking the contract. 	•
4.3	Planning ahead for 2016 Strategic Planning	<ul style="list-style-type: none"> • Cam would work on a template that group can use for discussions. 	•

	Agenda Item	Key Discussion Points	Conclusion or Action Items
	(GA/All)		
4.4	2015 Conference	<ul style="list-style-type: none"> • Finalizing the agenda, would be sent out soon • Student abstracts were chosen • So far within the budget. Good feedback from the sponsors. 	•
4.5	OPHA Membership (ET)	<ul style="list-style-type: none"> • ET conveyed the APHEO Decision with respect to joining back OPHA, with Peggy Walsh. • ET would sent an email to the listserv to get the word out. • Board meeting 4 times a year and meeting is 2 days long. 	•
4.6	GM presentations	<ul style="list-style-type: none"> • Next GM on May 6th 1-3.30pm • Presentation topics: <ul style="list-style-type: none"> ○ APHEO New website quick run and Q&A session ○ Kely to follow up with Adam VanDjick with respect to ACES presentation • GA to send "Save the Date" email to the list serve 	•
5.0	New Business		
5.1	ICES-derived cohort data accessibility (JB, GA)	<ul style="list-style-type: none"> • Discussed about easier data access facilitation of the data set. • CM would be meeting with Doug Manuel(ICES) and will discuss about this. • CM to provide update to the group. 	•
5.3		•	•
5.4			•
5.5		•	•
5.6		•	•
5.7		•	•
5.8		•	•
6.0	Other Business		
6.1		•	•
7.0	Next Meetings / Adjournment		
Next Meeting: May 8th, 1.30 to 3.30pm			