

Association of Public Health Epidemiologists in Ontario
Executive Meeting - Minutes

May 30, 2019

Meeting Date: May 30, 2019, 1:00 P.M to 3:00 P.M.

Teleconference Line: 1-877-941-7889 ID: 7424627

Distribution

Executive Committee			Attendance
President	Stanley Ing	Chatham Kent Public Health Unit	✓
Vice-President	Jessica Deming	Region of Waterloo Public Health	✓
Secretary	Ainslie Butler	Simcoe Muskoka District Health Unit	✓
Treasurer	Lydia Cheng	Peel Public Health	✓
Member at Large	Jordan Robson	Algoma Public Health	✓
a1PHA Representative	Emma Tucker	Halton Region Public Health	✓
OPHA Representative	Suzanne De Haney	Eastern Ontario Health Unit	✓
Past President	Vidya Sunil	HKPR District Health Unit	✓
Guest	Ruth Sanderson	Middlesex London Health Unit	✓

Minutes

Item	Agenda Item	Conclusion or Action
1.0	Call to Order <ul style="list-style-type: none"> • Meeting was called to order at 13:05 	
2.0	Approval of Agenda <ul style="list-style-type: none"> • Call for approval/decision on Annual Report 	Moved by Jessica Seconded by Vidya Carried
3.0	Declaration of Conflict of Interests <ul style="list-style-type: none"> • None declared 	
4.0	Consent Agenda	Moved by Lydia Seconded by Jordan Approved
4.1	<i>President Updates/Announcements</i> Updates Monthly Updates to Membership	

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4.2	<p><i>OPHA/aIPHa Updates</i> Updates</p> <p>Emma Tucker was invited to be on a panel discussing future of public health</p>	
4.3	<p><i>Previous Meeting Minutes</i> Minutes</p>	
4.4	<p><i>Updates from Committees and Workgroups</i> Updates</p>	
4.5	<p><i>2019 Strategic Priorities</i> Updates on Strategic Priorities</p>	
4.6	<p><i>2019 Provincial Budget and Public Health Modernization</i></p> <ul style="list-style-type: none"> ● Documents and Materials Related to 2019 Provincial Budget ● CIPHI draft list of proposed Regional Health Entities ● Proposed Boundary Map ● Regional Populations and Areas - for COMOH (scroll right for graphs) ● Definitions of Regional Health Entities - Proposed ● Interim Strategy Development 	<p>Action: Stanley to include explicit mention of materials we have collected around the budget in the President's Update</p>
5.0	<p>Actions from Last Meeting - For Information Only - Please add your completed actions</p> <ul style="list-style-type: none"> ● Elaina MacIntyre will represent APHEO on this year's Fall Forum Steering Committee ● Stanley followed up with Miller Thomson regarding pausing incorporation. We will reconnect when APHEO is ready to move forward again. ● Lydia to adjust budget. ● Jessica to follow up via email in one weeks time for approval (CWP P&P) 	
5.1	<p><i>2018 Annual Report</i> Annual Report Designed Version</p> <p>ALL to provide feedback to Vidya by May 24th</p> <ul style="list-style-type: none"> ● Minor changes suggested via email. ● Motion: approve 2018 report on the condition of those changes 	<p>Moved by Ainslie Seconded by Jessica Approved</p>
6.0	<p>Committee and Workgroup Reports</p>	
6.1	<p><i>Conference/Workshop Planning Committee</i></p>	
6.1.1	<ul style="list-style-type: none"> ● Met earlier in the week ● See Consent Agenda for update (4.4) 	
6.2	<p><i>Finance Committee</i></p>	

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6.2.1	<p>Statement of Operations: Jan 1 - Apr 30, 2019</p> <ul style="list-style-type: none"> ● Motion to approve Statement of Operations 	<p>Moved by Suzanne Seconded by Jordan Approved</p>
6.2.2	<p>Teleconference cost-sharing with OPHEN</p> <ul style="list-style-type: none"> ● Met with OPHEN at TOPHC - they are looking for a teleconference service ● Building a business case for GoToMeeting <ul style="list-style-type: none"> ○ Plan is about \$500/year ○ Intend to split costs 50/50 with OPHEN ● Lydia will prepare business case and share information with Executive via email in advance of OPHEN AGM in June 	
7.0	Standing Business	
7.1	<p><i>2019 Provincial Budget and Public Health Modernization</i></p> <p>Proposal to conduct Epidemiology Capacity Assessment for Ontario.</p> <p>Reference Documents to Review:</p> <p>Council of State and Territorial Epidemiologists (2018) Epidemiology Capacity Assessment Report</p> <p>Council of State and Territorial Epidemiologists (2018) Big Cities Health Coalition Epidemiology Capacity Assessment Report</p> <ul style="list-style-type: none"> ● Quality standard in US where based on population size, a certain number of epis are needed (1 epi FTE per 100,000 population) ● Consider how similar information in Ontario could inform capacity in new regional public health entities ● Based on 10 proposed new entities and their combined populations ● Annual Service Plan summary report from MOHLTC includes FTEs for epis across the province (but what is their definition for epi) ● We would need to clarify our definition of the role of the epi ● Additional considerations: do we divide epis by topic, by local geographies, by partnerships? ● Good opportunity to advocate for our membership while ensuring necessary capacity is available for new regional health entities ● Consider who would be best to be involved ● NCCMT call out to support organizations by preparing evidence briefs & etc. (Jessica shared via email) ● Connect with CSTE ● Epi Management Group ● Individuals to potentially contact <ul style="list-style-type: none"> ○ Dr. Eileen de Villa, TPH ○ Dr. George Pasut, PHO ○ Sue Bondy/Laura Rosella, UofT ○ Dr. Williams, MOHLTC 	<p>Action: Stanley to connect with volunteers to start planning</p> <p>Action: Stanley to provide information in President's Update</p>

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	<ul style="list-style-type: none"> ● Stanley to put something together after connecting with Epi Management Group ● Jessica, Lydia, Emma and Vidya have volunteered to contribute <ul style="list-style-type: none"> ○ Stanley will connect with this group and make a plan for moving forward 	
7.2	<p><i>APHEO Social media strategy regarding public health sector changes</i></p> <ul style="list-style-type: none"> ● There has been a lot of social media engagement (e.g. from journalists and media, alPHa, public health Board chairs, MOHs, CIPHI, etc.) about the Ontario public health sector changes ● APHEO social media WG is actively considering what an appropriate SM strategy (tone, type of content to tweet/retweet etc.) would look like ● Social media WG already outlines parameters for target audience, appropriate content, etc. in their Terms of Reference ● Recognizing also that APHEO has limited resources (no paid staff) and expertise (e.g. media relations) ● A prudent and sustainable approach to this topic on social media is recommended (JD). <p>Suggested general principles for APHEO social media content specifically related to the Ontario public health sector changes:</p> <ul style="list-style-type: none"> ● Do (re)tweet/post: <ul style="list-style-type: none"> ○ Any official APHEO correspondence (tagging alPHa and OPHA) ○ alPHa or OPHA position papers or resources, particularly if they pertain to topics relevant to APHEO (e.g. population health assessment, foundational standards) ○ Any content requested by Executive ● Do not (re)tweet/post: <ul style="list-style-type: none"> ○ Partisan content (e.g. from political parties, political staff, MPs, MPPs, municipal councillors) ○ Content from unions ○ Media articles ○ Private citizen opinions ● Maybe or sometimes (re)tweet/post: <ul style="list-style-type: none"> ○ Content from Medical Officers of Health and public health leaders (e.g. Loretta Ryan, Dr. Robert Kyle) ● Noting differences from alPHa's strategy (they DO take slightly more political tone by actively retweeting media articles and content from journalists, Toronto BOH Chair, Toronto Mayor) ● When in doubt, Social Media WG can check with Exec ● Sometimes it needs to be clarified that we are stating a fact but not necessarily agreeing with it (e.g. the Minister stated 	<p>Action: Ainslie to add to agenda call for any social media content related to executive meetings</p> <p>Action: Jessica/Jordan to bring exec suggestions to next Social Media WG meeting.</p>

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	<p>Suggestions:</p> <ul style="list-style-type: none"> ● Twitter poll - what's your favourite Epi movie ● Education about what the role of epi is (via the Social Media) ● Jessica/Jordan to discuss these suggestions at the next Social Media WG meeting. 	
8.0	New Business	
8.1	<p>alPHa Epidemiology Webpage Info provided by APHEO, current as of February 2004 Call for review/update of the page</p> <ul style="list-style-type: none"> ● Recommend removing the Public Health Disciplines section from the alPHa webpage (for now), unless it's getting a lot of traffic ● https://www.phspot.ca/ - resource for building a career in public health 	Action: Emma to follow up with alPHa
8.2	<p>Curating the evolution of local public health epidemiological practice in Ontario</p> <ul style="list-style-type: none"> ● Ruth Sanderson from MLHU (guest) brought this to exec ● Idea of a curated online exhibit to show how practice of PH in Ontario has changed over the years, and the impact ● Examples <ul style="list-style-type: none"> ○ MOH Computer Sheets of Crude Mortality data, 1995 ○ Photos of old RRFSS or APHEO mugs ○ etc. ● In next President's Update - do a callout to membership for workgroup participation <ul style="list-style-type: none"> ○ Ruth and Ainslie volunteered to be part of workgroup ● Consider incorporating social media into this (e.g. as a #TBT) 	
8.3	<p><i>2020 Nominating Committee</i> <u>Timeline</u> August 9th - Call for 2020 Nominating Committee September 10th - Call for nominations (due date of September 25th) October 1 - Electronic Survey (if voting is required) with a due date of October 20th November - Announcement of 2020 APHEO Executive at Conference/Workshop</p> <ul style="list-style-type: none"> ● Agreement with timelines 	
9.0	<p>Policy Management P&P Work plan</p> <ul style="list-style-type: none"> ● Conference and workshop planning P&P approved as of May 9, 2019 	

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	<ul style="list-style-type: none"> ● ALL to review Travel & Incidental Expenses and Investment of Funds P&Ps for next meeting <ul style="list-style-type: none"> ○ vote for approval at June meeting 	
10.0	<p>Meeting Evaluation/Overall Evaluation As an Executive, how are we doing? What can we improve? Is there anything specific that you would like the President to start doing, stop doing, or continue doing?</p> <ul style="list-style-type: none"> ● Doing well at sharing information and keeping abreast of relevant current events ● Having an invited guest (Ruth) was well received - encouraged to continue doing so (case-by-case basis) <ul style="list-style-type: none"> ○ Consider if there are other members who could be encouraged to contribute in a similar manner, who might not reach out unprompted 	Action: Stanley will connect with Caitlyn Paget about joining a future Exec meeting (re: data advocacy)
11.0	<p>Next Meeting June 27, 2019 - 1:00 PM to 3:00 PM</p> <ul style="list-style-type: none"> ● Vidya & Lydia unable to attend ● Move the meeting to June 26 2:30-4:00 - Emma will not be able to attend. Stanley will connect with Emma to get her input in advance 	Action: Ainslie to send updated meeting request
12.0	<p>Adjournment of Meeting Meeting adjourned at 14:50</p>	

I: Information | D: Discussion | M/R: Motion/Resolution