



## STEERING COMMITTEE

Minutes – May 14, 2010

**Present:** John Gilbert, Alix Arndt, Andrea Burton, Esther Suter, Bill Lahey; Lindsay Burke; Ellen Bull; Luciano DiLoretto; Ruby Grymonpre; Hassan Soubhi, Ivy Oandasan, Esther Suter

**Regrets:** Valerie Banfield; Louise Nasmith;; Carole Orchard, , Jacque Lemaire, Rita Karakas

Item	Topic and Discussion	Action, outcome & Timeframe
1.0	<p><b>Introduction (John)</b>            Review action items and approve minutes from March 2010 teleconference – minutes approved</p>	
2.0	<p><b>Secretariat Update</b></p> <p><b>2.1 Social Media (Andrea)</b></p> <ul style="list-style-type: none"> <li>Approximately 260 Twitter followers, 200 Facebook followers – will be doing another push for Twitter followers around the end of May – have just submitted a Facebook Ad, and are testing the effectiveness of “pay per click” process</li> <li>Have received analytics for the blog – can see who is going to the blog, how many unique users are there, how often they access the blog – there are 78 unique users in the last three weeks. Sean has new info to post on the blog, and some students have indicated an interest in writing for the blog from NaHSSA annual meeting (some are already posted)</li> <li>Wiki has started – a location to identify projects going on and find and add information – most of Steering Committee’s bio’s present (may not all be up to date). Encourage all to look at Ruby’s – you can do a lot with your own page. Very positive response to launch at ATBH – next steps to speak to others to partner with them rather than having similar Wiki sites spring up internationally. Feedback positive from the Steering Committee.</li> </ul> <p><b>2.2 ATBH outcomes/thoughts (Andrea, John)</b></p> <ul style="list-style-type: none"> <li>(Andrea) Very academic conference, lots that we have</li> </ul>	<p>May want to access Wiki and add to your bio</p>

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	<p>heard before. Good to connect with others. Social Media presentation very well received – lots of follow-up in terms of Twitter followers, and questions of how to participate in the blog and Wiki. Has had good conversation with Japanese and Australia IP Professionals re: how to engage with some of these ideas.</p> <ul style="list-style-type: none"> <li>• (Alix) Library Presentation – good news; new materials coming in and bad news; have lost library student. Many professionals don't have a "home" for their articles, and they are responding well to the library. People excited about CIHC innovations. Useability of library remains an issue – Wiki easy to navigate, perhaps library will house materials, yet use Wiki to search for the materials people want to access.</li> <li>• (Ruby) Saw a lot more of the Health Canada funded projects coming forward – presentations of research somewhat softer this year (perhaps due to funding issues). Felt Canada quite far ahead in the IP world. Great networking opportunity.</li> <li>• (Ivy) Again, Canadians ahead and doing great work – world leaders in IP area. Notion of Federation could have significant opportunities for Canadian researchers – received invitations to participate in international collaborative research opportunities</li> <li>• (John) Well organized and well hosted conference. Very unique forms of sessions. Two thirds of participants were Australian – a little disappointing to other participants. Agreed to Sydney Declaration – 5 points on which participants agreed to move. Working now on getting this out to Inter-Ed – want it to move through the WHO levels. Next meeting to be held in Japan – CIHC may be able to forward ideas for different types of sessions.</li> <li>• Noted that few knew of JRIFE Journal.</li> </ul> <p><u>2.2 Audit</u></p> <ul style="list-style-type: none"> <li>• (John) CIHC agreed to audit. A two and a half day audit was expected, which turned into more than six weeks, and became much more onerous than expected due to the level of detail expected from the auditor. Juliet with assistance from Alix did a great job, despite the time-consuming stress.</li> <li>• (Alix) Was an all-consuming and difficult process for Juliet. She was a stellar asset to CIHC throughout the audit process and moved through it with grace and humour. Follow-up questions have come to an end, and</li> </ul>	

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	<p>a report will come soon.</p> <ul style="list-style-type: none"> <li>Information from this audit may be useful as a template for others. For example, numbers really needed to be broken down. Once report is released, all will have access to it.</li> </ul>	
3.0	<p><b>Western Forum (John)</b></p> <ul style="list-style-type: none"> <li>Peter Gibson is heading the Inter-Professional Collaborative Practice and Learning Environment. Many CIHC member and associates are contributing organizers. The contribution agreement has been signed. In the west is under the BC Academic Council, and a project manager has been assigned. Manitoba the furthest ahead with respect to rolling out a collaborative practice learning environment. The main office will be in Ottawa, with one in the west and one in the east. Query about the link between this organization and CIHC as no formal links currently exist.</li> <li>(Ruby) There is a clear mandate that forums in the east and west will work collaboratively. Some question if the CIHC role has been minimized, however.</li> <li>(Ivy) In Ontario, some concerns with how process evolved, and how Ontario initiative will link with the eastern and western groups.</li> <li>(John) Appears to be no strategic plan for these initiatives to be linked. Suggestion that perhaps those in CIHC in steering committees may be recognized as formal links to CIHC.</li> <li>The message at this point is that additional funding is unlikely, and Health Canada will not extend their timeline. If there are research and multi-site components – there is a link to CIHC Research Group as part of the priorities.</li> </ul>	<p>Ruby and Esther to pick up this idea of being formal links to CIHC with their Steering Committee</p>
4.0	<p><b>AIPHE (Ruby)</b></p> <ul style="list-style-type: none"> <li>First phase funded by Health Canada ended in 2009 – brought together accrediting organizations in Canada. Group developed shared principles of accrediting standards for IPE, and a handbook was prepared and is available through CIHC library. New project goal to incorporate shared principles into accreditation standards.</li> <li>AIPHE link is located on CIHC website</li> <li>Currently there are a number of working groups</li> </ul>	

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5.0	<p><b>Beyond 2011 (John)</b></p> <p><u>5.1 Updates, thoughts, words of wisdom</u></p> <ul style="list-style-type: none"> <li>• Met with a very impressive upcoming group - AIHC in Minneapolis. Always looking to CIHC for information. This is a big step for the U.S., and puts pressure on CIHC in terms of maintaining a national organization.</li> <li>• CIHC can't use funds to organize towards a next step. One possibility for the Steering Committee to come together as an organizing group for a national organization not under rubric of existing CIHC but a group interested in organizing for the future via teleconference.</li> <li>• Responsibility for post-2011 rests with Steering Committee to navigate this transition. CIHC well known for work in IP field. Query if Steering Committee interested in furthering conversation. Outcome would be an agreement to move forward towards transitioning to a new structure.</li> <li>• Steering Committee supported idea and agreed to conference call</li> </ul>	<p>John will collect and distribute AIHC information to steering committee for discussion</p> <p>CIHC plan for future conference call</p>
6.0	<p><b>Updates</b></p> <p><u>6.1 NaHSSA update (Lindsay/Luciano)</u></p> <ul style="list-style-type: none"> <li>• Introduction of Luciano</li> <li>• New executive has transitioned in – all extremely motivated – mid year meeting to occur in Toronto (sharing information, setting plan/goals in place for the year). Alix (on behalf of CIHC) invited to first teleconference, Andrea participated in the next one.</li> <li>• NaHSSA 2010/2011 Conference in planning stage – will invite Australian and UK students to attend</li> <li>• Social Networking Tool – students (and others) across Canada can register at NaHSSA site – and will appear on the map of Canada – hope to expand to world-wide map population. Minor glitches in the system currently being worked out.</li> <li>• Thank you to Lindsay.</li> </ul> <p><u>6.2 Mainstream Progress Report (Valerie and Ellen)</u></p> <ul style="list-style-type: none"> <li>• (Ellen) Set up two base camps for project management (Collaborative Team Tools and Communication Tools). Communicated same to all mainstream members.</li> </ul>	

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	<p>Mainstream members get automatic message when new information is posted. Currently there is not a lot of activity. Teleconference held with those using base camps to solicit information if base camp is what they expected and suggestions on how to solicit others. Received feedback that time is an issue and that they would appreciate support/direction of CIHC. Further updates and information have been provided to base camp users, and users encouraged to tell stories. Currently feels stalled – participants may feel “stalked” to participate. Can blog or Wiki be used instead of base camp to promote discussion rather than projects? Projects are not getting the response hoped for.</p> <ul style="list-style-type: none"> <li>• (Ruby) Could some of new funding from Health Canada be allocated to on-site IP facilitators engaged in IP projects and practice development?</li> </ul>	
	<p>6.3 <u>R&amp;E updates apart from working group updates</u> (Esther, Hassan, Ruby)</p> <ul style="list-style-type: none"> <li>• (Esther) report is done and is on website. The report appears to be getting a lot of “hits”</li> </ul> <p>6.4 <u>Manuscript WG update</u> (Esther)</p> <ul style="list-style-type: none"> <li>• Manuscript is done, has been submitted, and are waiting for review and feedback</li> </ul>	
	<p>6.5 <u>Regional Collaborative activity/MSR</u> (Hassan)</p> <ul style="list-style-type: none"> <li>• (Hassan) Multi-Site – met with a group in Vancouver and explored how the group he met with there might want to get involved in research. That group hoping to include paramedic students as well (there is precedent for this involvement in Ontario).</li> <li>• Professionals are expressing interest in being involved in multi-site research – Hassan will look at formalizing this.</li> </ul> <p>6.6 <u>Tools Working Group</u> (Alix on behalf of Hossein)</p> <ul style="list-style-type: none"> <li>• Name has changed to CIHC-Research Net. The mandate changed to include only students, faculty, researchers, clinicians, administrators, organizational leaders who are conducting research studies encompassing IP rather than those simply willing to conduct. An environmental scan is in progress. Final draft of survey ready to go at end of May. Proposal for funding submitted to Ontario HHR Research Net was unsuccessful. Investigating collaboration with existing networks.</li> </ul> <p>6.7 <u>Health Canada</u> (Jaquie) Unavailable.</p>	



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7.0	<p><b>Other Business</b></p> <p>7.1 <u>Sydney Interprofessional Declaration (SID)</u></p> <ul style="list-style-type: none"> <li>Series of five points – delegates voted in favour of activities to be worked on by the global community between now and the next meeting in Japan</li> </ul>	