**IPAC – Southern Alberta**

**MINUTES**

**Date**: Wednesday, February 1, 2023

**Venue**: Virtual

**Time**: 13:30 – 14:30

**Present**: Lynn Curry, Maureen Kano, Zaheeda Jessani, Kim Houde, Joseph Kaunda, Lemlem Ghebreyesus, Jason Morris, Kristine Cannon, Jennifer Happe, Blanda Chow, Sandra Dunbar, Shanthi Anchan, Roberta McCombie, Abraham Fifen, Munira Peer Mohammed, Kaethel Decker, Gord Platt, Annie Fong, Jennifer Ellison, Megan Smith, Nicole Anderson, Josephine Kalunga, Jeremy Kerr (Guest), Shannon McCormic, Ashley Shackleford.

The President, Kim, called meeting to order at 13:34.

**Education**

There was no education component.

**Business Component**

President’s Report

IPAC Conference in Vancouver is coming up. Registration is open. Some funding is available through both IPAC-SA and AHS. Those interested in attending are requested to apply.

Members requested to send edits and comments to the Terms of Reference (TOR) to members of the Executive to collate for review during the April meeting.

Gord Platt reminded members that the deadline for application for funding for Diversey Scholarship has been extended to February 28, 2023.

Outlook for 2023:

For most people and organizations, it is returning to normal.

Reviving education sessions

Elections

Term of the current President started in 2018 after a sudden vacancy in the office. In the fall, we will have elections. Benefits of serving includes adding points towards CIC certification/recertification. It also gives you national outlook on matters of IPC.

There is also a new executive position for social media.

Members asked to send nominations for all the offices by June 2023. These offices are:

President, Secretary, Treasurer, Social Media Secretary (new), Education Coordinator and Webmaster. Please send feedback on TORs.

Treasurer’s Report

Report presented by Kris Cannon. Books are to be audited at some point this year. An IPAC-SA member will be asked to review the accounting with the Treasurer.

This is the first year, since 2020, that we have had a deficit. There will be some expenditure on the Vancouver conference so as to be in line with expectations for a non-profit organization. We should not be having more than ~$5000 in the bank. We are currently at >$14,000.

Kim Houde: We will likely have expenses this year, particularly from conference attendance. In the past, our biggest expense has been hosting the Banff conference in 2018.

Jennifer Ellison: the chapter has also been supportive of attendance of other conferences.

Gord reminded that Revenue Canada likes to see cash flow, in and out.

Maureen Kano requested members to be turning on their cameras. Kim Houde supported this and requested members to dress accordingly for the next meeting as cameras will be on.

On Vendors’/Industry Day, Kris and Kim revisited how we did it in the past.

Joseph Kaunda suggested that even without an official education day, vendor presentations can be incorporated into the education component of chapter meetings.

Shannon emphasized the importance of knowing what technologies are out there.

Kim Houde noted that within AHS staff are bound from commenting, giving feedback etc. on products, as that may give undue advantage to one vendor or manufacturer over others. But interactions with vendors can be done under IPAC-SA for education of knowledge dissemination purposes.

Next Meeting

Next meeting will be on April 5, 2023 at 13:30.

There being no additional items for discussion, the President closed the meeting at 14:09.