

## Member Meeting Minutes: 1/10/2023

In-Person: Urgent Care Building, 2251 Harbor Blvd., Fullerton, CA 92835/Virtual Zoom Meeting

In keeping with our host venue and local guidelines, attendees will wear masks unless eating/drinking. For the safety of those that are not vaccinated, Teams Meeting: [Click here to join the meeting](#)


Agenda Item	Presenter	Minutes	Time
<b>1</b>	<b>Call to Order</b>		12:00-12:03
	Review last Minutes	Heather Motion/second/approved meeting minutes from January 10, 2023	
	Introductions: New Members/Vendors	Heather Welcome new members and vendors Encourage in-person meeting	
	Recognitions: Awards, CICs, FAPICs, Honors/Awards	<ul style="list-style-type: none"> <li>○ Donna Law Award: This year's award to Regina Sy-Santos</li> </ul>	
	New Board Members	Board Members mentioned	
<b>2</b>	<b>Old business</b>	Heather Holiday luncheon – donated \$850 to Orangewood Foundation	
<b>3</b>	<b>OCHCA Report</b>	Dr. Zahn 3 viral pathogens that we are following: <ul style="list-style-type: none"> <li>○ Influenza A is passed its peak, but still around</li> <li>○ Pediatric RSV past its peak for two weeks</li> <li>○ Covidprevalence is stable               <ul style="list-style-type: none"> <li>● Proportionally higher in the elderly. Possibly dueto higher hospital visits and PCR testing</li> <li>● CovidXBB.1.5 first case reported today</li> </ul> </li> </ul> Ebola: <ul style="list-style-type: none"> <li>○ Last identified case of ebola in Uganda 42 days ago</li> <li>○ WHO will announce Ebola Outbreak over</li> <li>○ No more monitoring travelers after WHO declares Ebola outbreak over</li> </ul>	12:03-12:20
<b>4</b>	<b>Announcements</b>		12:20-12:24
	Microsoft 365	Heather Using Microsoft Teams: <ul style="list-style-type: none"> <li>○ Board using Sharepoint</li> <li>○ Note the emails have changed – Some Board positions are using @ocapic email addresses</li> <li>○ Emails to remember               <ul style="list-style-type: none"> <li>● Heather West - <a href="mailto:president@ocapic.org">president@ocapic.org</a></li> <li>● Sarak Pak – <a href="mailto:education@ocapic.org">education@ocapic.org</a></li> <li>● Michelle Livingston - <a href="mailto:info@ocapic.org">info@ocapic.org</a></li> <li>● Emily Barnard – <a href="mailto:Education@ocapic.org">Education@ocapic.org</a></li> </ul> </li> </ul>	
	Membership meeting Schedule	2 <sup>nd</sup> Tuesday of each month: <ul style="list-style-type: none"> <li>○ In addition to our regular OC APIC Membership Meeting on March 14, we will host the CA APIC Meeting on March 24<sup>th</sup>.</li> </ul> Events: <ul style="list-style-type: none"> <li>○ June – National Conference</li> </ul>	

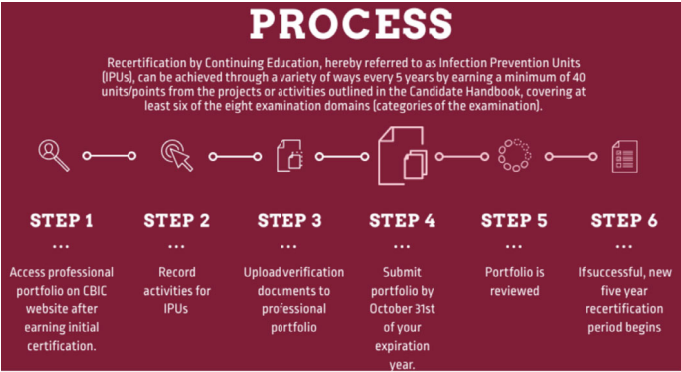
			<ul style="list-style-type: none"> <li>○ October – OC APIC Conference</li> <li>○ December – Holiday Luncheon</li> </ul>	
	National APIC Conference		Info: <ul style="list-style-type: none"> <li>○ In Orlando, Florida</li> <li>○ June 26 – 28</li> <li>○ Sign up at <a href="https://annual.apic.org/">https://annual.apic.org/</a></li> </ul>	
5	<b>Regulatory Sharing</b>			12:24-12:26
	CDPH HAI Validation Surveys, CDPH, GACHRLS, TJC, CMS, CalOSHA, etc...	all	Survey focus: <ul style="list-style-type: none"> <li>○ None</li> </ul>	
6	<b>IP Job Openings</b>	Heather	Downey Kaiser has a director opening <ul style="list-style-type: none"> <li>○ Ask Heather for details</li> </ul>	12:26-12:27
7	<b>Membership Spotlight</b>	Heather	Introduction off Board Members <ul style="list-style-type: none"> <li>○ President – Heather West</li> </ul>	12:27-12:35
		Barbara	<ul style="list-style-type: none"> <li>○ Past President – Brabara Goss-Bartorff</li> </ul>	
		Suwannee	<ul style="list-style-type: none"> <li>○ President-Elect – Suwannee Srisatidnarakul</li> </ul>	
		Tommy	<ul style="list-style-type: none"> <li>○ Secretary – Tommy Tetreault</li> </ul>	
		Michelle	<ul style="list-style-type: none"> <li>○ Membership Secretary - Michelle Livingston</li> </ul>	
		Patti	<ul style="list-style-type: none"> <li>○ Treasurer – Patti Steger</li> </ul>	
		Sarah	<ul style="list-style-type: none"> <li>○ Member at Large Yr 1 - Sarah Pak</li> </ul>	
		Emily	<ul style="list-style-type: none"> <li>○ Emily Banard – Member at Large Yr 2</li> </ul>	
		Mary	<ul style="list-style-type: none"> <li>○ Mary Payumo – Social Media/Webmaster</li> </ul>	
		Tamara	<ul style="list-style-type: none"> <li>○ Vender Liason – Tamara Alvarez</li> </ul>	
7	<b>New Business</b>			
	President’s Report <ul style="list-style-type: none"> <li>○ Looking for volunteers</li> </ul>	Heather	<ul style="list-style-type: none"> <li>○ Nomination and Awards Committee 2023</li> <li>○ Email <a href="mailto:president@ocapic.org">president@ocapic.org</a></li> </ul>	12:35-12:36
	Treasurer’s Report	Patti	Reconciliation for 2022 <ul style="list-style-type: none"> <li>○ Started 2022 with \$60,793.00</li> <li>○ Ended 2022 with \$63,349.11</li> <li>○ Chapter balance 12/31/22 - \$53,899.91</li> <li>○ Conference balance 12/31/22 - \$6,803.09</li> <li>○ Proposed budget 2023</li> </ul>	12:36-12:46

APIC 029 Budget 2022				2023 BUDGET	
INCOME	Income	Comments (2022)	2022 Receipts	2023 Proposed INCOME	Comments (2023)
Dues	\$ 2,000.00	Based on 2021 income	\$ 2,200.00	\$ 2,000.00	Based on 2022 dues
Annual OC APIC Conference	\$ 8,900.00	\$85 = \$5300 \$100=1300 \$500 = \$13000	\$ 19,800.00	\$ 8,900.00	
CACC Foundations	\$ 3,000.00				Every other year?
CACC Meeting Luncheon	\$ -		\$ 93.75	\$ 100.00	Stated to host May 2023. Vendors sponsor. CACC pays a portion of the BRN (\$94)
Install/Holiday Luncheon	\$ -	No charge for active members	\$ -	\$ 600.00	\$20 x 30
Other Income	\$ -		\$ -	\$ -	
<b>TOTAL INCOME</b>	<b>\$13,900.00</b>		<b>\$ 22,093.75</b>	<b>\$ 11,600.00</b>	
Category	Expenses	Comments	2022 Expenses Paid	2023 Proposed EXPENSES	
National Conference	\$ 5,000.00	President & President-Elect	\$ 4,800.00	\$ 5,000.00	Pay for President & President-Elect to attend Registration = \$700x2; Travel/Food = \$600x2; Hotel = \$1200x2 Total = \$5000
Install/Holiday Luncheon	\$ 2,000.00		\$ 2,100.00	\$ 2,400.00	Based on 2022 cost
Education Reimbursement (scholarship)	\$ 3,000.00	\$500 used 2022	\$ 500.00	\$ 3,000.00	
Annual OC APIC Conference	\$ 15,300.00		\$ 15,300.00	\$ 15,000.00	2022: \$8000 vendor/food; \$1025 speaker; \$800 misc
CACC Meeting Luncheon (Quarterly)	\$ 750.00		\$ 96.00	\$ 95.00	Pay for President to attend (4 meetings); Pay for President-Elect to attend (2 meetings); Pay for Past Pres Legislative day
CACC Dues	\$ 1,035.00	Based on 2020 disbursement	\$ 900.00	\$ 900.00	\$7.50 x 120 members
CACC Foundations Seed Money	\$ 750.00	Deposit & will be reimbursed	\$ 100.00	\$ -	
Monthly Education	\$ 500.00		\$ -	\$ 500.00	
Awards/Sunshine	\$ 500.00	Based on 2020 disbursements	\$ 200.00	\$ 500.00	President & Donna Law plaques; Sunshine
Bonding/Renewal	\$ 525.00	Based on 2020 disbursement	\$ 545.00	\$ 550.00	Bill sent from National
Office Supplies/Technology	\$ 100.00	Same as 2022	\$ -	\$ 1,000.00	Plan to purchase new camera in 2023
APIC Research	\$ 100.00		\$ -	\$ 100.00	
BRN Number	\$ 750.00	Due 2021; renews on odd years	\$ -	\$ 750.00	Renews in odd years, due 2023
Website/Zoom subscription	\$ 149.00	Paid - Website build/Microsoft office subscription	\$ 750.00	\$ 750.00	Microsoft \$220; Website = \$300 Chrs; \$257 SSL cert, domain, etc
Miscellaneous	\$ 200.00		\$ -	\$ 200.00	Incidentals
<b>TOTAL EXPENSES</b>	<b>\$15,359.00</b>		<b>\$ 20,291.00</b>	<b>\$ 26,800.00</b>	
<b>NET INCOME / (LOSS)</b>	<b>\$(1,459.00)</b>		<b>\$ 1,802.75</b>	<b>\$(15,000.00)</b>	

Vote to approve 2023 budget  
 Vote passed Unanimously

Member at Large Year 1	Sarah	Keep eye out for GAP Analysis Survey email <input type="radio"/> Which educational topics for 2023?	12:46-12:47
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Member at Large Year 2	Emily	<p>Educational Conference Planning Committee</p> <p>Need volunteers:</p> <ul style="list-style-type: none"> <li>Logistics, location, food, parking</li> <li>Speakers</li> <li>Vender Liason</li> <li>Media/Advertising</li> <li>Registration</li> <li>Prizes</li> </ul> <p>Roles and QR Code to select your role</p> <div style="display: flex; align-items: center;"> <div style="background-color: #333; color: white; padding: 10px; margin-right: 20px;"> <p><b>Conference Planning Roles</b></p> <ul style="list-style-type: none"> <li>• Committee Co-Chair</li> <li>• Social Media Liaison</li> <li>• Raffle and Prize Disbursement</li> <li>• Marketing/Program design</li> <li>• Registration</li> <li>• Timekeeper</li> <li>• Speaker Liaison</li> <li>• Media &amp; AV Equipment</li> <li>• Vendor Liaison</li> </ul> </div>  </div> <p>Educational Topics covered in meetings last year</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>2022 Educational Topics Covered</th> <th>Month(s) Covered 2022</th> </tr> </thead> <tbody> <tr> <td>Emerging Infectious Diseases</td> <td>January, February, April, September</td> </tr> <tr> <td>Public Health Topics / Concerns</td> <td>February</td> </tr> <tr> <td>Antimicrobial Resistance / New Antimicrobials</td> <td>March, September, October</td> </tr> <tr> <td>Patient Safety</td> <td>July, October</td> </tr> <tr> <td>Special Interest Topic – Publication</td> <td>May</td> </tr> <tr> <td>Environment of Care</td> <td>September</td> </tr> <tr> <td>Reprocessing/Reuse of Equipment</td> <td>October</td> </tr> <tr> <td>Construction &amp; Environment</td> <td>October &amp; November</td> </tr> </tbody> </table> <p>Topics to be covered 2023</p>	2022 Educational Topics Covered	Month(s) Covered 2022	Emerging Infectious Diseases	January, February, April, September	Public Health Topics / Concerns	February	Antimicrobial Resistance / New Antimicrobials	March, September, October	Patient Safety	July, October	Special Interest Topic – Publication	May	Environment of Care	September	Reprocessing/Reuse of Equipment	October	Construction & Environment	October & November	12:47-12:56
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	Vendor Liason	Tamara	<ul style="list-style-type: none"> <li>o Looking for 2023 vendor sponsor opportunities – watch for email</li> <li>o Please reach out to vendors to join OC APIC</li> <li>o We need 2024 Vendor Liason Board applicants</li> </ul>	12:56-12:57										
	Round Table	All		12:57-12:58										
8	Adjournment	Heather	N/A											
9	Vendor Product Presentation	Tamara	Tamara Alvarez GoJo.com Alvarez@GOJO.com	1:18-1:36										
10	Education	Sarah	Rhona Pimentel M.S. Associate Safety Engineer Cal/OSHA Consultation Branch <a href="mailto:rpimentel@dir.ca.gov">rpimentel@dir.ca.gov</a> 909-383-4567 Overview of Health Care Industry's Health and Safety Hazards	1:37 –3:00										