

## **eHLbc Management Committee Meeting Minutes**

**Date:** Wednesday, May 2, 2018 (10:00 – 11:00 am)

**Location:** Teleconference

**In attendance:**

Dawn Bohme (BINM)  
Julie Creaser (NHA)  
Mary Anne Guenther (NIC, Vice Chair)  
Antje Helmuth (MoH/MCFD, Chair)  
Todd Mundle (KPU)  
Cathy Rayment (PHSA)  
Debbie Schachter (CapU)

eHLbc Administrative Centre:  
Anita Cocchia  
Sunni Nishimura (recorder)

**Agenda Items:**

**1. Adoption of the Agenda**

The agenda was adopted as tabled.

**2. Strategic Plan Actions Update**

*2.1 Core Suite Renewal*

S. Nishimura reported that Core Suite successfully renewed on April 1, and all 50 members renewed their commitment to the consortium.

The Core Suite consists of 9 EBSCO and Ovid resources, and now includes the Nursing eBook Collection of approximately 550 ebooks. The Administrative Centre is investigating how to retrieve MARC records for this collection, as they are only available through OCLC's Worldshare Collection Manager service. It may be that the consortium retrieves the records on behalf of eHLbc members and makes them centrally available on the website.

**ACTION:** The Administrative Centre will report back to members on how to access MARC records for the Nursing eBook Collection.

*2.2 Website Refresh*

S. Nishimura reported that the website upgrade project is almost complete, and included a logo refresh. Committee members were given a sneak peak of the refreshed website, and feedback was provided which will be incorporated. The Admin Centre requested volunteers for user testing before the planned launch of the refreshed website to the Steering Committee at the June meeting.

**ACTION:** The Administrative Centre will follow up with Management Committee members who volunteered for user testing of the refreshed website.

Next steps for strategic plan actions will focus on information gathering and environmental scans to learn about how other similar consortia communicate value of their consortium and its services, build awareness of their resources and facilitate knowledge exchange within their membership. The Admin Centre will begin that work over the summer.

A suggestion was made that the next meeting be an in-person, facilitated session to prioritise strategic actions. A. Cocchia pointed out that BC ELN has an in-house facilitator who has facilitated sessions like this for other BC ELN service areas. An amount was added to the draft expenditure plan to cover the costs of bringing Management Committee members into Vancouver for this session.

After discussion, the Committee agreed that an in-person session would be valuable.

**ACTION:** The Administrative Centre will send out a Doodle poll to determine the best date for an in-person session in the early fall.

### **3. Expenditure Plan 2018/19 - DRAFT**

A. Cocchia walked through the proposed expenditure plan for 2018/19, divided into Operations and Licensing budgets. She highlighted the following:

#### **Operations:**

- Full member fee amounts are reduced by prepayments both last fiscal and this fiscal.
- Miscellaneous revenue includes the extra revenue received for PsycARTICLES from BC ELN non-eHLbc members; this is a legacy from when eHLbc took on the PsycARTICLES license from BC ELN and pledged not to orphan any BC ELN non-eHLbc subscribers.
- The 2017/18 carryforward is lower than in previous years due to the approved expenses for the website upgrade project.
- \$2,500 has been set aside for an in-person facilitated Strategic Actions priorities session.

#### **Licensing:**

- Uncharacteristically eHLbc ended the fiscal year with a deficit due to a large payment not being received before year end, but which has now been received.
- \$102,493 carryforward is in line with expectations based on Core Suite subsidies from affiliate members and prepayments.

**MOTION:** To approve the eHLbc Expenditure Plan for 2018/19.

Moved: Mary Anne Guenther

Seconded: Debbie Schachter

**ACTION:** The expenditure plan will be brought to the June 7 Steering Committee as an information item.

### **4. CPhA Update**

A. Helmuth reminded the Committee about last meeting's discussion regarding eHLbc's response to the Canadian Pharmacists Association's (CPhA) decision not to renew the eHLbc license for CPS and RxTx as of March 31, 2018.

A. Cocchia provided an update. A letter, approved by Committee members via email, was sent from the Management Committee to the CPhA Board of Directors, expressing eHLbc's desire for continued partnership in providing access to CPS and RxTx.

CPhA sent a response (included in the agenda package), stating inaccurately that the termination of the agreement was due to eHLbc's unwillingness to implement different pricing models for the health sector and the post-secondary sector. In fact eHLbc objected only to differential pricing *within* the sectors. This inaccuracy had previously occurred in the initial CPhA letter announcing the decision not to renew, at which time eHLbc had requested and received a correction to the inaccuracy.

After some discussion, the Committee agreed that a follow-up letter should be sent correcting the inaccuracy and making a suggestion to re-open negotiations, as they may have been terminated on the basis of that misunderstanding.

**ACTION:** The Administrative Centre will draft a response to CPhA for approval via email.

## **5. Elections Update**

A. Helmuth reminded the Committee that two post-secondary representative positions on the Management Committee are up for election to replace T. Mundle and D. Schachter, who have both served three terms on the Committee. She reminded the Committee that:

- Elections are staggered so that post-secondary and health representatives are elected in different election cycles.
- In the year that the Chair of the Committee is from the health sector, the post-secondary representatives will stand for election, and vice versa the following year.
- The Chair and Vice-Chair are always excluded from the election cycle.
- Post-secondary members of the Steering Committee are eligible to participate in voting.
- Affiliate members have their own election cycle.

The call for nominees will be sent mid-May, and the election will be held by electronic ballot after the June 7 Steering Committee meeting.

## **6. New Business**

There was no new business.

## **7. Next Meeting**

The next Management Committee meeting will be an in-person meeting scheduled for September/October.