

## **eHLbc Management Committee Meeting Minutes**

**Monday, June 23, 2025**

Monday, June 23, 2025  
10:00 am to 12:00 pm Pacific  
Virtual Meeting

### **In Attendance:**

Connie Bolding, Interior Health Authority, *Health*  
Shannon Cheng-Gornall, Provincial Health Services Authority, *Health*  
Megan Crouch, Simon Fraser University, *Post-Secondary*  
Chantalle Jack, Provincial Health Services Authority, *Health* (Past Chair)  
Todd Mundle, Kwantlen Polytechnic University, *Post-Secondary* (Chair)  
Katharine Shipley, Douglas College, *Post-Secondary*

### **eHLbc Admin Centre:**

Leah Hopton  
Sunni Nishimura  
Reba Ouimet [Recorder]

**Regrets:** Daphne Hamilton-Nagorsen, WorkSafeBC, *Affiliate* (Non-voting)

### **Agenda Items:**

#### **1. Welcome & Adoption of Agenda**

T. Mundle provided welcoming remarks including territorial acknowledgements. As there were some new members, attendees completed a round of introductions.

The agenda was adopted as distributed.

#### **2. Administrative Updates**

S. Nishimura provided three main updates from the eHLbc Administrative Centre, noted below:

##### ***Strengthening Administrative Infrastructure***

###### ***Admin Centre Team***

- The eHLbc Administrative Fee covers the administrative costs of the consortium, roughly equivalent to a 1.5 FTE position, filled by various BC ELN staff members as needed. Typically, the Executive Director's or Client Support Specialist's time is not charged to eHLbc.
- The new SFU service agreement between BC ELN (eHLbc's administrative host), and the Ministry of Post-Secondary and Future Skills (PSFS) is currently being developed. As a result, administrative processes are under review and changes are being made, such as moving eHLbc finances out of the SFU operating fund into a fund designed for external funds. eHLbc operations are slower than usual as a result.

### *Operations Manager Position*

- S. Nishimura outlined the plan to add a new Operations Manager position, shared with BC ELN, which should generate efficiencies in administrative work.

### *Leah Hopton Study Leave*

- L. Hopton will be on study leave from September 2025 – April 2026 to research library consortia and their capacity; work is underway to adjust Admin Centre team workloads and reprioritise duties to accommodate.

In response to a question about how the new SFU agreement will affect the consortium, S. Nishimura affirmed that details of the new agreement are still being worked out especially regarding cybersecurity, legal responsibilities, etc., but nothing has raised any concerns so far. S. Nishimura is in regular communication with PSFS, the Dean of Libraries at SFU and the BC ELN and eHLbc Chairs on this matter.

### **2026-2023 Core Suite Renewal**

S. Nishimura provided an updated timeline for the 2026-30 Core Suite renewal process.

While eHLbc is still well ahead of schedule when compared to the previous renewal, the timeline has been pushed back a few months. Negotiations have taken longer than anticipated due to:

- The Ovid AI clause still being finalized
- Changes to the initial approach to vendors, which requested a standard inflationary increase not based on FTEs. However, the vendors require updated FTEs, so staff are now gathering some preliminary numbers.

The new plan is as follows:

- Confirm eHLbc Admin Fee & Cost-sharing Model with Management Committee via email or via special meeting, as Chairs decide
- Present the final pricing proposal to the Management Committee in early September
- Send the proposal to members in October, with a response deadline in November

The Admin Centre still anticipates the details of the renewal will be finalized well in advance of the renewal date.

### ***Learning Opportunities***

eHLbc staff were able to attend the recent Canadian Health Libraries Association (CHLA) conference. It was clear that many eHLbc members couldn't attend largely due to budget restrictions.

S. Nishimura has reached out to the Health Libraries Association of BC (HLABC) with a proposal for a jointly coordinated online reprise of CHLA sessions with a focus on presenters from BC.

In response to a question, S. Nishimura noted that many of the CHLA sessions were focused on AI, planetary health/environment, and systematic searching.

## **3. Strategic Framework – Goal Setting**

T. Mundle reminded members that the 2024-28 Strategic Framework was developed by the All Member Group in June 2023 to guide the consortium's work and demonstrate accountability to stakeholders. Earlier this month, the eHLbc All Member Group met to identify and discuss

current challenges and needs to inform strategic goal setting.

L. Hopton facilitated a strategic goal-setting session with the committee. The process began with a review of environmental challenges and opportunities identified during the recent All Member Group meeting. This input, along with suggestions shared by member organizations, informed the committee's review of each goal in the strategic framework. Goals were revised as needed to reflect emerging priorities and constraints.

While shaping the goals, the committee discussed and considered a range of factors, including:

- The limited capacity of eHLbc member staff and the Administrative Centre to implement updates or pursue new goals
- Ongoing staffing and budget constraints faced by member organizations
- The membership's interest in licensing Canadian resources, particularly those with a focus on Indigenous content
- The growing influence of AI on health research, including increased use by students
- Long-term trends in health libraries, such as the need to demonstrate value, the persistence of structural challenges beyond local control, and the lack of viable alternatives to U.S.-based resources
- The strong sense of community and mutual support fostered by collaboration among members during challenging periods

**MOTION: To approve the 2024-28 eHLbc Strategic Framework Goals as updated.**

Moved: K. Shipley

Seconded: S. Cheng

**Motion carried.**

The Management Committee voted to unanimously approve the updated eHLbc Strategic Framework Goals, which can be viewed here:

[https://ehlbcc.ca/sites/default/files/misc\\_files/eHLbc\\_Strat\\_Framework\\_2024-28\\_REV2025.pdf](https://ehlbcc.ca/sites/default/files/misc_files/eHLbc_Strat_Framework_2024-28_REV2025.pdf)

#### **4. New Business**

There was no new business.

#### **5. Next Meeting**

The next Management Committee meeting will likely focus on the 2026-2030 Core Suite proposal. The Admin Centre will reach out to schedule a meeting when the proposal is ready.