Electronic Health Library of BC

e-HLbc

Trusted Information meets Practice

e-HLbc Management Committee Meeting Minutes

Date: March 11, 2014, 10:00am - 12:30pm
Location: Room 2050 (Alan & Margaret Eyre Boardroom), SFU Harbour Centre, 515 Hastings Street, Vancouver, BC

Participants:

April Haddad (JIBC, Vice-Chair)	*e-HLbc Administrative Centre*
Shannon Long (VCHA)	Jennifer Bancroft (e-HLbc, Recorder)
Deb Monkman (PABC)	Anita Cocchia (BC ELN)
Todd Mundle (KPU)	Leigh Anne Palmer (e-HLbc)
Michelle Purdon (FHA)	
Ruth Rochlin (IHA, Chair)	
Debbie Schachter (Douglas)	

1. Welcome and Attendance (Ruth Rochlin)

The Chair welcomed members, and attendance was taken.

2. Adoption of the Agenda and the November 2013 Meeting Minutes (Ruth Rochlin)

The agenda was approved with no further additions. The Chair reported that all action items from the November 5, 2013 Management Committee meeting have been completed. The meeting minutes were approved via email and posted to the e-HLbc website.

3. Ovid and the College of Physicians & Surgeons of BC (Leigh Anne Palmer)

The Committee discussed Ovid's suggestion to add an amendment to the Ovid License Agreement with e-HLbc. Ovid now maintains that an amendment is needed because not all of the patrons of the College of Physicians and Surgeons of BC (CPSBC) are covered by the definition of authorized users in the license agreement. The Committee agreed that it would be beneficial to ammend the Authorized Users clause, not the Professional Association clause of the license agreement, as Ovid has recommended.

ACTION: The e-HLbc Administrative Centre will respond to Ovid and propose alternate wording and placement of the amendment.

4. Health Shared Services BC and Sole Source Application (Leigh Anne Palmer)

The e-HLbc Administrative Centre was approached by Health Shared Services BC (HSSBC), the procurement agency for the Health Authorities of BC. HSSBC believes that because the Health Authorities spent more than $50,000 through e-HLbc, HSSBC requires a sole source waiver from e-HLbc.

The Committee discussed various possible courses of action. It was decided that e-HLbc will not enter into any formal agreement with HSSBC, since e-HLbc works through the

Health Authority libraries and not through HSSBC. Instead, the e-HLbc Administrative Centre will work with the Health Authority librarians to develop a sole source waiver template with an evergreen clause. Individual Health Authority libraries may then submit this waiver to HSSBC as needed.

ACTION: The e-HLbc Administrative Centre will respond to HSSBC to discuss next steps.

5. Draft Expenditure Plan (Leigh Anne Palmer)

The e-HLbc Administrative Centre presented the projected 2013/14 Expenditure Summary and the 2014/15 Expenditure Plan.

ACTION: The e-HLbc Administrative Centre will finalize the 2013/14 Expenditure Summary and make minor additions and formatting changes to the 2014/15 Expenditure Plan. Finalized documents will be presented at the Srping Steering Committee meeting.

6. Training Materials Update (Shannon Long)

An informal group of librarians from e-HLbc member institutions was formed to discuss plans and priorities for the sharing of e-HLbc members' training materials. The group consists of Shannon Long (VCHA), Anne Allgaier (NHA), Cathy Rayment (PHSA), Deb Monkman (PABC), and Kristina Oldenburg (MTABC). The group will meet in person after the Spring Steering Committee meeting.

ACTION: The group will provide an update of their goals and activities at the Spring Steering Committee meeting and call for interest from the Post-Secondary Sector.

7. Administrative Centre Update (Leigh Anne Palmer & Jennifer Bancroft)

The e-HLbc Administrative Centre provided an update on its investigations of high ranking products identified through the product selection process, preparations for the Core Suite renewal in 2015, expansion of e-HLbc's affiliate membership program, and responsibilities of e-HLbc within the BC ELN Office. Various strategies and approaches to negotiating the 2015 Core Suite Renewal were discussed. In particular, the Committee considered how to provide LWW Total Access Collection content to interested members after March 31, 2015. There was in-depth discussion about communication protocols across e-HLbc and BC ELN.

ACTION: The e-HLbc Year in Review for 2013, and the ELN Connect Newsletter, will each include an article about BC ELN and e-HLbc staff responsibilities. The e-HLbc Administrative Centre will communicate these duties at the Spring Steering Committee meeting as well.

8. Next Meeting (Ruth Rochlin)

ACTION: The Management Committee meeting minutes will be approved via email and posted to the e-HLbc website. There will be a short business meeting following the Spring Steering Committee meeting.