

e-HLbc Management Committee Minutes September 21, 2007

Present: George Eisler, Bob Foley, Greg Rowell, Nancy Levesque, Anita Cocchia, Colleen Kennedy, Cathy Rayment, BJ Gdanski, Jo Anne Newyear-Ramirez

Absent: Lea Starr

Introductions of Committee members for BJ Gdanski started the meeting. BJ is the new Business manager for BCAHC. Thanks and words of appreciation were expressed for Sherry Lipp's hard work over the past few years on this project. She will be missed.

A. Management Committee Report

Discussion concerning need to develop a comprehensive communication/marketing strategy. Plan to include key members from BCAHC (Andrea, Suzanne, BJ, Alix) to meet with the Management Committee to focus on developing a strategy for plan and action. Need a consistent look and presence for our efforts.

Part of the communication strategy will deal with burnout of sub-committee members.

Practice makes Perfect Conference Nov 4-7- Jo Anne and Cathy shared draft of a brochure to be included in registrants' packets. BCAHC staff will take a look and refine and polish. Suggested we have a table at the conference to show and demonstrate e-HLbc resources. Jo Anne will work with BJ and Alix to set this up with necessary promotional materials on hand.

Actions:

1. Jo Anne to set up meeting in early November (after November 7th) for Communication/Marketing Strategy
2. Jo Anne and BJ will work on e-HLbc presence at PMP conference
3. Chairs will set a teleconference to discuss the agenda for the upcoming Steering Committee meeting (Oct 29th)

B. Training Report

The two training surveys, training needs assessment, training evaluation survey have been re-edited. Results from the Spring report indicated a general disconnect between the comments and rankings. Important to align sessions to participants' expectations.

Survey software can report results graphically. Training Committee liked viewing the evaluation results this way. Colleen mentioned the need to

promote training sessions better. Should be a part of the communication strategy meeting.

Actions:

1. Jo Anne will send Management Committee URL so they can view the changes to the two survey forms. Comments need to be sent back to Colleen by October 2.
2. Plan to send out Training Assessment Survey in November 2007

C. Evaluation

Sub-committee meets next week. They will assess the priorities and make recommendations on the scope of the evaluation to the Management Committee. Nancy will prepare a summary for the October 29th Steering Committee meeting.

Some discussion about the need on the health authorities part for outcome based measures. Cathy reported on a recent webinar about Health Library strategies for conveying value of a library and the recent Outsell report (<http://www.iwr.co.uk/information-world-review/news/2197686/organisations-access-enterprise>)

Discussion on hiring a writer for the renewal business case. The writer should have a familiarity with the health sector. Suggestion that we employ the writer of the 2005 Business Case.

Mentioned need for internal reporting of e-*HLbc* successes.

Actions:

1. Jo Anne was asked to develop a timeframe for e-*HLbc* working backwards from the 3-year end March 2009. Need to be able to view our essential target dates/key deadlines for projects, licensing and developing a renewal proposal.

D. Membership

PABC (Physiotherapy Association of BC) now has access to e-*HLbc* resources. Invoice was recently sent out. Jo Anne handed out a collation of comments received from various physiotherapists. These were overwhelmingly enthusiastic.

Eugene Barsky, PABC librarian, is conducting a survey to assess any changes in physiotherapists' usage of the journal literature that might be as a result of access to e-*HLbc*. Once study is completed he will share the information.

Anita and Jo Anne met with the Massage Therapists Association of BC. Bob and Lea were sent an action plan to approve for their affiliate membership.

Actions:

1. Anita and Jo Anne will contact the BC Pharmacy Association next.

E. Admin Centre

Jo Anne reported on the process of gathering statistics. Asked group about preferences for reporting in the future. Committee agreed that twice a year is sufficient. Statistics to be posted on public web site after Steering Committee meeting.

Comparing usage of resources at onset of project April 2006 to March 2007, (one year out) showed a dramatic increase. Number of sessions increased 138.3%. Fulltext views of articles increased 189.3% Cost per fulltext view is approximately \$ 0.24 cents (excludes admin fee and GST).

Jo Anne ranked database use; top journals viewed and discussed various ways we could present this information.

Discussion about need to demonstrate value of suite of products beyond statistics.

Actions:

1. Jo Anne to prepare a one-page summary of highlights for upcoming Steering Committee meeting.
2. Greg and Nancy will arrange a time to discuss the Admin Centre contract renewal. Contract ends March 31st 2008.

F. Financial Update

BJ reported a surplus as a result of the changing US dollar. Management Committee will meet in the near future to discuss e-HLbc needs and how to use this appropriately.

G. New product Selection

Discussion about one vote per member not entirely equitable. There are more post secondary than health sector members. Decided that affiliates and members may suggest and vote on ranking products. A group comprised of Management Committee members would then view the results and make product selections that have an overarching benefit for both sectors. It was agreed that we will keep a core set of databases for the entire group and potentially will have some opt in opt out licensing for new products, Concern that it is important to keep this a comprehensive suite available to all.

Actions:

1. Management Committee will resume discussion of this proposed new product selection process at the next scheduled meeting.