

CSAM-SMCA Conference Committee Meeting

September 29, 2021 – 6:00pm MST

Minutes

Present: P. Sobey J. Brasch M. Willows N. Ali A. Marmel R. Fraser

A. Warnock N. Bootsman B. Hebert (recorder)

Regrets: D. Martell

Call to Order: 6:04pm MST – P. Sobey

Adoption of Agenda:

- Addition: Safe Supply Panel Update

Review of Last Meeting Minutes September 15, 2021 (Appendix #1)

- Minutes from September 15, 2021, have been reviewed and approved
- Action items:
 - Post Conference: INHSU Most appropriate place to go
 - D. Martell and P. Sobey to make opening ceremonies script

New Business:

1. CME Update
 - a. CACCF, CCFP, CCPA & CPD have all been approved
2. Budget Review
 - a. B. Hebert shared on screen
3. Fundamentals Review
 - a. October 3rd, 10am-6pm EST
 - b. All presentations have been received
 - c. Currently 75 registered

4. Best Research Brief Review/ Selection Process

- a. J. Brasch shared evaluation on screen
- b. B. Hebert will send out a share folder to all research brief reviewers
- c. We will choose 5 best overall research briefs and 4 best trainee research briefs
- d. There will be about 5 videos for each reviewer to watch (approx. 1 hour of time)
- e. J. Brasch will recruit volunteer reviewers from the BOD and conference committee
- f. All reviews to be completed by October 8th or earlier

5. Mentor Lunch/ Trainee Event Update

- a. Mentor lunch will have a similar set up to last year
- b. A. Warnock looking to expand the list of mentors
 - i. If anyone has any suggestions – email A. Warnock
 - ii. A. Warnock and J. Brasch to connect and review current list of attendees that may be suitable to mentor
 - iii. John Kohen – P. Sobey to make email introduction to A. Warnock
 - iv. Sharon Vipler – P. Sobey to make email introduction to A. Warnock
- c. \$20 skip the dishes gift card
 - i. Approved by conference committee
 - ii. Cap at the first 30 students to register

6. Second Social Event

- a. B. Hebert to connect with AMP and D. Martell to finalize logistics

7. Plenary Gifts

- a. B. Hebert to connect with M. Dorozio about last year's gallery
 - i. Planning to use the same one for 2021 plenary gifts

8. Safe Supply Update

- a. P. Sobey emailed several people to participate

- b. Due to the sensitivity of the topic, it has been hard to recruit individuals
- c. Look at changing the format to have only 3 speakers
- d. P. Sobey to follow up with emails sent

Next Meeting: October 13, 2021 @ 6:00pm MST

Adjournment: 7:05pm MST – P. Sobey

Action Items:

P. Sobey

- Connect with D. Martell to write opening ceremony script
- Continue to recruit for members for the safe supply panel
- Make email introduction for A. Warnock to John Kohen and Sharon Vipler

J. Brasch

- Research Brief Evaluation/ review
- Connect with A. Warnock regarding the mentor lunch

B. Hebert

- Send out research brief video folder to volunteers
- Connect with M. Dorozio for plenary gift gallery
- Connect with AMP and D. Martell about second social event