Meeting Minutes

Date: May 4, 2022 Time: 1200 - 1330

Location: Zoom

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| Present: | Bill Gentles | David Chartash | Murat Firat | Murray Rice |
|  | James Linton |  |  |  |
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| Recorder: | Bill Gentles |  |  |  |

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| **Agenda Item** | **Discussion / Outcome / Decision** | **Action** |
| 1. Introductions | Attendees introduced themselves. |  |
| 1. Agenda | No changes |  |
| 1. Minutes | Minutes of April 6, 2022, No changes. |  |
| 1. General discussion | James Linton mentioned that there will be 24 new Biomed graduates from St Clair College looking for work this summer.  He is looking for someone to teach cybersecurity at St Clair College  He also asked about the mechanisms to get a college program accredited. There is a body called Technology Accreditation Canada that charges a fee and gives a stamp of approval. Required for the military to hire grads. Could CMBES become an accrediting body? | James Linton |
| 1. E-RegisterNow Merchant Account Issues | The staff at eRegisterNow have suggested that we have our own merchant account. Up to now we have been piggybacking on their account, but the credit card companies say this isn’t secure. eRegisterNow will offer us a discount on our annual fee if we do this, reducing it from $650 +$50 + tax to $400 + tax. The process involves paying a $25 1-time setup fee and a $10/month subscription fee. The credit card companies will then pay us directly instead of the money collected flowing through eRegisterNow. Our net costs will be slightly lower as a result. Approved. Bill to inform our treasurer Amin of this change. Murat to implement. | Murat  Bill |
| 1. CESO Webinars | Webinar Registration issues : There is no cost implication for using ERegisterNow, the Zoom webinar registration tool, or the CMBES Neon tool. It was decided to use the Neon tool for registration as it is a joint webinar with CMBES. Murat to set it up. CESO will host the webinar on Zoom webinars.  Voting at the AGM will be done asynchronously using the CESO Google account. Webinar Topics:CE-IT relations (June 13 at 1200) AGM to start at 1200 with the webinar to follow.  * + A planning meeting was planned for May 11. All speakers are confirmed  Alternative Equipment Maintenance (AEM). (July 12)  * + Planning meeting May 30 at 4pm.  Home health Care Monitoring (Date TBA \_ Fall 2022)  * + Based on Bill, Tony and Elliot’s research report for CSA.   + Infusystems - contact pending   + ALS Ontario contacted – no response, reminder sent, follow up required  Cybersecurity - Biomed's role?  * + Cybersecurity director at Sick Kids – contact pending   + Collaboration with CMBES was suggested. Contact CMBES pending  CADTH and Technology assessment (Deferred to late 2022)  * + Collaboration with CMBES was suggested to reach a broader audience. Contact CMBES to coordinate/collaborate pending   + APIBQ participation?   + Timing deferred to different month. Possibly in the Fall  Capital equipment planning/ Fleet management  * + Deferred  OSHEN webinar/update. Deferred to fall 2022  * + Title changed to Equipment Donations/OSHEN Update   + Joint with CMBES  CESOP Update. Deferred to early 2023  * + Joint with CMBES | Murat  Peter, David  Bill  David  Bill  Bill  Mario  Bill, Murat  Bill |
| 1. Annual General Meeting planning | * A brief AGM to be held at the beginning of the CE-IT webinar. | Bill |
| 1. CESO Bylaws | The draft bylaws to be circulated to the CESO list in May with votes collected using Google forms. A deadline for the voting was discussed. Should be before the AGM so we can announce the results and open the call for nominations. | Bill, Peter |
| 1. New business | * None |  |
| 1. Next meeting | * Wednesday, July 6 2022, 1200 on Zoom | Bill |
| 1. Adjournment | * The meeting was adjourned at 130 pm. |  |