



Annual General Meeting of
The Ottawa Valley Health Libraries Association /
Association des Bibliothèques de la santé de la Vallée de l'Outaouais

Virtual Call via Zoom
Wednesday, October 21, 2020
4:30 – 6:00pm

Present: Debbie Ayotte, Nan Bai, Kelly Farrah (President/ meeting host), Cait Ford, Alex Hickey (Treasurer), Jeff Mason (CE Coordinator/ call co-host), Sandra McKeown, Margaret Sampson (secretary/recorder), Danielle Rabb, Sarah Visintini, Renee de Gannes-Marshall, Suzanne McCormick

Minutes:

1. Welcome and introductions

The president made a land acknowledgement and a statement reflecting on racism in healthcare.

2. Approval of Agenda - Margaret moved approval, Alex seconded, approved

3. Approval of AGM Minutes from September 30, 2019 – Cait moved, Sarah seconded, approved

4. Reports from the OVHLA Executive

1. President's Report – Kelly Farrah

- We were planning to have a quiet year after the 2019 conference and then faced some new challenges in 2020 with the pandemic. Despite this, we held a couple of successful events in 2020: a social event in February (Skating on the Canal and Hot Chocolate) and the Mini-Symposium in June, held virtually for the first time.
- This year we had the advantage of having a full executive for the first time in a while. I would like to give a huge shout-out to the fantastic executive: Alex, Jeff, and Margaret. Thanks for going above and beyond even during these difficult times.

2. Treasurer's Report – Alexandra Hickey

- Membership renewal for 2020 had a total of 5 Institutional and 10 Individuals (including one student) renewals. Down by one in Institutional but up in Individuals.
- The bank account balance is currently at \$7,524.66.
- We received \$1600 (in August) from the CHLA for our work as hosts of CHLA 2019 here in Ottawa. We were also reimbursed in January for \$596.98 from CHLA for our 2019 Volunteer After-Party.
- A donation of \$150 was made in July to the Parkdale Food Bank in lieu of hosting a face-to-face mini-symposium
- Our account has been changed to a "Not-for-Profit" business account. We are now paying \$4.00 (which has been waived since February) compared to the \$6.00 + added fees being paid previously. We have saved well over \$60 as of October 2020.



3. CE Coordinator Report – Jeff Mason

We had a very successful virtual mini-symposium, great event and well-timed. Not much activity otherwise. The professional development award went unclaimed, with few educational opportunities. Numerous CE opportunities have been shared on the listserv.

4. Secretary's Report – Margaret Sampson

Attended all meetings, taking minutes

5. OVHLA Executive Elections

1. Treasurer
2. CE Coordinator

No nominations were received for the positions up for elections. Nominations and volunteers were solicited from the floor. Sarah Visintini volunteered as treasurer. There were no volunteers for CE. The president indicated that we would continue with a low-key year based on other demands and stresses people faced. Volunteers were invited to come forward.

6. Amendments to OVHLA By-Laws - Proposal to modify #4 (to align with the current practice of executive position turnover)

Motion to amend Article 4 - Officers:

Current wording:

The business of the Association shall be conducted by an Executive Committee consisting of a President, a Secretary, a Treasurer and a Continuing Education Coordinator. There will be a two-year term of office for each position. Terms of office will begin in the fall and end in the fall of the following 2 years hence. Terms will be staggered so no more than two officers will have their term expire in the same year.

Proposed wording:

The business of the Association shall be conducted by an Executive Committee consisting of a President, a Secretary, a Treasurer and a Continuing Education Coordinator. There will be a two-year term of office for each position. Terms of office will begin in the fall and end in the fall of the following 2 years hence. The terms of the office of President and Secretary will end in odd-numbered years. The terms of office for Treasurer and Continuing Education Coordinator will end in even-numbered years.

Notes on the proposed amendment:

The amendment is intended to clarify when terms of office end for each position in accordance with current practices. The amendment removes the text: "Terms will be staggered so no more than two officers will have their term expire in the same year" and replaces this text with: "The terms of the office of President and Secretary will end in odd-numbered years. The terms of office for Treasurer and Continuing Education Coordinator will end in even-numbered years."

Moved by Kelly to amend the bylaw, Sarah seconded. Motion passed.



7. President's Award winner

This has been the year of Covid-19. So many in the library community have contributed, adapting services, rapid searches for evidence, supporting each other, working from home. This year the award is going out to the whole OVHLA community for our work together. Thank you for your efforts. We will donate the money usually spent on the certificate and refreshments. Please make your suggestions to Kelly. As this is the President's Award, she will make the decision.

8. CE award –

No applications were received last year or this year. It was noted that there were fewer CE opportunities this year and so less need for funding support. We discussed what do we do in these cases. A few options are;

1. No award in a given year, no other action
2. Next year have 2 winners or increase the value of the award
3. The money could be rolled into a CE event for the benefit of all
4. Put in a pot to help early-career or racialized students
5. Provide an honorarium for indigenous voice in library planning

There was a discussion on whether the award is viable. Is it too restrictive?

There was some support for making publication fees eligible for support, or to broaden the criteria include other professional opportunities.

The executive will revisit the award next year, based on response.

8. Roundtable Updates

Updates were provided for Joule, Inc. (Renee), Heart Institute (Sarah V), Queens (Sandra and Cleo), CADTH (Danielle), CMA (Debbie), CHEO (Margaret). Updates are below, in alphabetical order by the institution. The text was provided by those making the reporting and some include information not presented orally at the meeting

9. A post-meeting social event was deferred to another day

10. The meeting adjourned at 5:48 pm

Round Table Updates

Bracken Health Sciences Library, Queen's University Library, Kingston – Sandra McKeown

Sarah Wickett, formerly one of the health sciences librarians at Bracken, was the successful candidate for the Head Health Sciences Librarian position that was posted after Susanne Maranda's retirement. Bracken librarians saw a significant increase in requests for synthesis support after the university campus closed in response to the covid pandemic. Many faculty and students cited having to switch from lab or original research to "desk research" when buildings across campus closed. Bracken librarians have been unable to keep up with this influx of requests for advisory consultation and collaboration



services, and beginning in the summer of 2020, had to temporarily suspend collaboration services where librarians participate in review teams as co-authors. In response to faculty feedback, library administrators have approved hiring an additional health sciences librarian on a temporary basis to help meet the demand for library support. The position will be posted externally in the coming months. Amanda Ross-White began sabbatical July 1st and will return March 1st 2021. The Queen's community was pleased to welcome Jane Philpott as the new Dean of Health Sciences beginning July 1st 2020.

CADTH Updates – Danielle Rabb

- CADTH's response to the pandemic offered many opportunities for the RIS team. Internally we supported the organization in delivering robust literature search results often with very tight timelines. Our work primarily supported our Implementation and Liaison Officers and their work in jurisdictions, our rapid response service as well as horizon scanning. We also developed unique literature search strategies and filters, plus a custom grey literature search checklist focusing on the pandemic. These resources are found on the CADTH Covid-19 microsite. <https://covid.cadth.ca/literature-searching-tools/>
- This year we implemented some systems changes by upgrading our library catalogue working with AndOrNot as well as transitioning our grey literature checklist to an online tool. For now, these systems are internal however we might roll out the changes to our public-facing Grey Literature checklist.
- We've engaged with our clients in the jurisdictions by offering various workshops. Pre-pandemic we travelled to Whitehorse, Regina, and Charlottetown. And, we're now offering virtual workshops to our Northern customers in the Yukon, Northwest Territories and Nunavut.

CHEO Highlights– COVID-19 edition presented by Margaret Sampson

Our focus this year was to have been developing and promoting our eBook collection. Since April, we have been operating without an approved budget and funds for purchases and renewals are approved on an *ad hoc* basis. We were in the process of discarding our print journal collection and creating study space when the pandemic started in March 2020. In-person library services have been suspended since all library staff are providing services remotely and will be doing so until June 30, 2021. However, our Medical Library is accessible through a badge reader has always been set up for self-checkout after hours and on weekends so employees can still borrow books. A library team member goes in periodically to shelve, restock our isolation collection for patients, process loans and send out books to employees who work at our offsite locations. CHEO now offers casual parking to accommodate this.

We have been busy with systematic reviews and have increased our support to obtain full-text articles, previous we have left them to their own devices.

We are working with the Chief Residents to create a must-have print reference collection. This partially funded through an award from the family of Dr. Frances Boulva, a CHEO resident who died of a brain tumour very near the end of his residency. We are also redecorating our study room and it will be named in his memory.



The Kaitlin Atkinson Family Resource Library has been closed since mid-March. We have purchased some DRM-free eBooks to allow public usage. Our initial focus has been wellness material. We are considering a curbside pickup for our Family Library.

Update: On November 2 we learned that the CHEO libraries would be closed on account of fiscal and space challenges associated with the COVID-19 pandemic. Margaret Sampson will be retiring from full-time work but maintaining some professional activities including finishing her term as OVHLA secretary and can be reached at mjs.sampson@outlook.com. Heather Donovan and Jill Cherry, library technicians, are seeking other employment.

CMA Highlights – Debbie Ayotte

The CMA library and archives are involved in a records management project that will see records relating to CMA corporate history being transferred to the CMA archives in a more systematic manner.

A new office for CMA's head office opened in December 2019 and staff worked on-site until March 13, 2020. All staff have been working from home since that time. It is hoped that a future OVHLA meeting can be hosted in-person at the new office.

Joule Inc Highlights – Renée de Gannes-Marshall

Focus on COVID-19

Like all other health libraries – our attention has been on COVID-19 and supporting the information needs of our members through the pandemic in 2020. We have done/continue to do this through a number of products and services.

- Back in February – we launched on Joule's Boldly blog the [Ask a Librarian feature on COVID-19](#), a curated repository of evidence summaries, article collections, guidelines, patient education content and more. We continue to issue regular updates. We worked collaboratively with the EBSCO health team to add a couple of "listicle" features - [Five research discoveries affecting clinical care for COVID-19](#) and [Five research discoveries affecting clinical care for COVID-19](#) and [Answering physicians questions about COVID-19](#)
- Clinical Products launched [POEMs COVID-19 research briefs](#) to supplement the daily POEMs service with 37 briefs published to date and an average open rate of 50% for the member-only emails.
- 154 guidelines, interim guidance and position statements have been added to [CPG Infobase](#), Canada's only bilingual central repository of clinical practice guidelines.
- 55 COVID-19-related literature searches were managed by the [Ask a Librarian](#) team on a priority basis (offering weekend coverage throughout the first 6 weeks of the pandemic).
- Offering free access to [full RxTx content](#) via the CPS online and CPS on the RxTx app to all members until end of December 2020 in cooperation with CPhA

Program review

All business units @ Joule were tasked in 2020 with undertaking a program review – or an in-depth evaluation of all products and services. The objective was around cost-cutting, but rather focused on



gaps and opportunities and doing a “health check” on our current member offering. We are working on our final report which will compile profiles on all tools/databases and the Ask a Librarian service that we provide to members as well as highlights/themes from a virtual retreat that we conducted with colleagues representing Membership and Marketing and a brainstorming session around gaps and new product ideas.

Infobase marks 25th anniversary

The [CPG Infobase](#) (formerly CMA Infobase) is a unique and popular tool for searching Canadian clinical practice guidelines (CPGs). Created by the Canadian Medical Association in 1995, the CPG Infobase has become the most comprehensive online source of current, evidence-based CPGs in Canada, and one of few national repositories following the sunset of the National Guideline Clearinghouse in 2018.

CPG Infobase is:

Comprehensive – It provides free access to approximately 1200 Canadian guidelines covering a variety of clinical conditions. Starting in 2019, more than 700 Choosing Wisely Canada recommendations were added to support physicians in their conversations with patients about avoiding unnecessary medical procedures.

Credible — It includes only those guidelines developed or endorsed by authoritative medical bodies in Canada, typically specialty societies, based on comprehensive reviews of the literature.

Current — All guidelines are published or reviewed within the last 5 years. For example, it includes more than [150 guidance documents on COVID-19](#).

CPG Infobase features a simple and bilingual search interface, a sophisticated search engine that allows for full-text search, and multiple filters to assist in quickly identifying relevant content. More enhanced features are planned, so stay tuned!

Medical librarians have been a core user group since day one. We are grateful that you direct members of your community to the tool via links on your websites/LibGuides and in your catalogues, and for including CPG Infobase in your teaching sessions. We appreciate your continued support and want to hear your ideas on improving the tool. If you have any questions or feedback, please contact database manager – Nan Bai - via email at infobase@cma.ca or by phone (613) 806-7064.

Deborah Scott-Douglas appointment

In January 2020 Deborah Scott-Douglas (formerly Director of Information Services and Clinical Products @ CMA and former OVHLA president) was appointed president of Joule, a CMA company designed to assist physicians in the pursuit of clinical excellence. She had held the position in an interim capacity since the summer and also continues her role as Executive Vice President, Innovation, at the CMA. Read more [here](#).

[University of Ottawa Heart Institute Library Update -submitted by Sarah Visintini](#)

It's been just over a year since Sarah Visintini returned from maternity leave to the Heart Institute. A needs assessment of library space and services was in the process of being rolled out when the pandemic hit, and is now on indefinite hold. Since then, Sarah has been working from home with occasional visits to the Berkman Library onsite to put up signage, check out books and ensure the space is being well cared for (it is!). Systematic review and literature search requests have increased



significantly since the pandemic hit, though 1:1 consults and interlibrary loan requests have been coming in at slightly below average. Collections work has been severely disrupted by the pandemic, however steps are being taken to encumber funds and purchase e-resources whenever possible in order to ensure the budget is appropriately spent down.