

PAAC Meeting

Tuesday, January 12, 2021

NOTES – Meeting Summary

Attendees: Savannah Clancey, Catherine Wong, Ayethida Walker, Massih Bidhendi, Carolyn Brooks, Fiona Caprani, Nelson Cabral, Sinthujah Santhirasiri, Lisa Bevacqua, Violetta Dukic, Dwayne Rodrigues, Dragana Markovic

Regrets: Bernice Baumgart, Theresa Vo, Paula Nixon, Katrina Chu, Bryan Abankwah, Maureen Morris,

Agenda/Minutes

1. Agenda Approval – Approved by Dragana and Massih
2. Approval of Minutes - Approved by Carolyn and Violetta

Business Arising from Last Meeting

- PGME Updates:
 - Town Hall on Friday, January 15 @ 1pm to discuss supporting learners during second wave, vaccination, redeployment. All are welcome to attend the Town Hall. Side discussion about vaccination – many learners have spiked a fever shortly after receiving the Covid-19 vaccine and have had to quarantine and get a swab and wait for negative results. Those who opt to not receive the vaccine will continue to wear PPE, same with those who are still waiting to receive the vaccine.
 - Call for Transfers was sent, Programs will receive list of trainees who want to transfer in February
 - Feedback on Accreditation – Lisa B suggested inviting Laura Leigh to PAAC to discuss and directly give her feedback

Standing Items

3. Subcommittee Updates

a) Appreciation & Recognition of the PA Event

- Appreciation Event committee (previous members: Savannah, Massih, Katrina); if any of the current members would like to join the committee to help plan the event, please contact Bernice, Savannah or Catherine
- Administrative Professional Day is Wednesday, April 28th, 2021; will have the virtual Appreciation event on the same day.
- Need to figure out schedule of the day, if we will have guest speakers and how many (suggested topics: Zoom Fatigue, Work From Home Best Practices, Surviving the Virtual World, Setting Boundaries, Advocacy for Self) or instead of a guest speaker, have a panel discussion with Colleagues about Work-Life Balance, how we adjusted to working from home (hear from different types of family types – single parent, someone who lives by themselves)

- Lisa B suggested doing a poll either at the beginning of the event or throughout the event asking silly questions (eg. Who is wearing pajama pants? Who didn't comb their hair today? What did you stock up on during the pandemic?)

4. Strengthening Partnership

- Survey was sent prior to the holiday break with about 45 response received. Will send out the survey again later in the week
- Responses to be reviewed later in the month
- **Action Item: Lisa B to send out survey again on behalf of PAAC using PGME Listserv**

5. PGMEAC Update – Bernice Baumgart

- PAAC Award winners were announced at the December All PD's meeting; certificates are being prepared for the winners
- Accreditation Official Report to be released in February
- Onboarding Issue was brought, but a working group is already in place for this

6. Hospital Onboarding – Bryan Abankwah

- Nothing new to report since last meeting as the Hospital Onboarding committee did not meet

7. PAAC Award Expansion

- Previous Award Committee members include: Bernice, Savannah, Catherine, Massih, Ayethida, Katrina, Bryan
- Keep the same 2 awards for this year
- Will announce winner for 2019-2020 at Appreciation Event
- **Action Item: Catherine to send an email out to Awards committee regarding continued participation on the committee**
- Awards committee members to meet on January 19th to discuss rubric. **Action Item: Massih will update rubric based on outcome of discussion**
- Committee Members to meet week of April 5th to decide on winners for the 2 awards
- Award winners to be conveyed to PGME the week of April 12th
- Deadline to submit a nomination: March 29, 2021

8. Spotlight

- Deferred

9. Recruitment Policy for Review

- **Action Item: Resend the Recruitment Policy to members for feedback**
- **Action Item: Members to email exec to inform if plans to stay or leave the committee**

New Business

10. Post-Accreditation Review

- Bernice has been speaking with Laura Leigh regarding the post accreditation survey. More information around this come likely through an email to the committee before it is distributed widely. It was suggested that Laura Leigh be invited to attend the next PAAC meeting for us to

provide feedback

11. Open Forum

- CMPA Safety Symposium – sessions will be online, but currently scheduled for during the day, which may pose a problem for learners and interfere with clinic/learning. Sessions are on a first come first serve basis. Action Item: Lisa B will send out an email with the sessions dates, while she finalizes the email with Dr. Bandiera.
- Request for Transfers – Lisa B mentioned that the email for transfer requests will go to the PDs in February. PDs will need to indicate if they can accept the transfer or not.
- New PA Orientation Session (Jan 28, 9am) – Savannah, Massih, Ayethida, Violetta and Catherine have volunteered to attend the session to network with the new PA/admin coordinator/Education coordinator

The meeting was adjourned at 1:59pm.

Next Meeting: February 23, 2021

Upcoming Meeting: May 11, 2021