

**Minutes of CAVEPM Meeting
Guelph, Ontario
May 26th, 2002**

The meeting was called to order by the Chair, Dr Ian Dohoo at 10:50. Ian then gave a brief history of CAVEPM.

The agenda was presented. Ian suggested an addition "5b–Election of NMC members for 2002-03". The agenda was accepted as amended.

The members of the NMC were introduced. Drs John Campbell, Ian Dohoo and Wayne Martin were present.

The Local Organizing Committee (Sophie St-Hilaire, Bruce McNab, Agricola Odoi, Victoria Edge and Pascal Michel) were introduced by Wayne Martin and thanked for their help.

The minutes of the 2001 meeting in Charlottetown were presented. Dave Leger moved and John Campbell seconded that they be accepted as presented. Vote in favour was passed. It was mentioned that CAVEPM has/had a mailbox at the CVMA. This is likely nonexistent anymore as we have not been notified by CVMA of any mail.

Business arising:

Wayne mentioned that after discussion with the CVMA it was not possible to retain formal "affiliation" given that many of our members are not registered veterinarians. However we continue to support CVMA initiatives.

A motion was presented to rescind the current CAVEPM statutes by Cheryl James and Cate Dewey. After brief discussion the motion was passed.

Moved by John Campbell and seconded by Cate Dewey that the Interim Statutes become the Permanent Statutes of CAVEPM.

Ian then presented the "Interim" Statutes passed in Charlottetown in 2001 and presented a number of "friendly amendments" to specific articles

Article 2 Reverse the order of the two sentences and add a third as shown

Current: The CAVEPM meetings shall normally take place annually at a site where high

quality facilities are available at a reasonable cost. The General Committee shall at each meeting determine the place of the next meeting, and whenever possible, the likely venue of the meeting two years hence will also be decided.

Proposed: The General Committee shall at each meeting determine the place of the next meeting, and whenever possible, the likely venue of the meeting two years hence will also be decided. **The CAVEPM meetings shall normally take place annually at a site where high quality facilities are available at a reasonable cost. Members will receive communications about upcoming CAVEPM / ACEMPV events and have first opportunity to participate. However, it is anticipated that most CAVEPM / ACEMPV events will also be open to non-members.**

Amendment by Cheryl James and seconded by James Valcour. Motion passed

Article 3 Modify the first sentence as shown

Current Membership of the CAVEPM shall be open to all persons who are interested in the objectives of the Society. A list of all attenders, and their email addresses, at the previous two meetings, and others who wish to be on the members list will be maintained by the secretariat. Normally a person's name will remain on that list, provided their e-mail address remains valid unless he/she requests otherwise.

Proposed **Membership in CAVEPM / ACEMPV is open to all Canadians (citizens and residents) who support the aims and objectives of the Association plus graduate students studying epidemiology (or a related discipline) in Canada. Only members may vote at the Annual General Meeting. There are no membership dues.** A list of all attendees, and their email addresses, at the previous two meetings, and others who wish to be on the members list will be maintained by the secretariat. Normally a person's name will remain on that list, provided their e-mail address remains valid unless he/she requests otherwise.

It was suggested that "and residents" be changed to "or persons residing in"

Amendment by Andria Jones and seconded by David Leger. Motion passed

Article 5 Add the word "voting" to the first sentence (to clarify that the two Treasurers do not vote)

Current The CAVEPM is presided over between meetings by a National Management Committee (NMC) comprised of at least five persons. Normally, each veterinary college

and the federal government would have one member on this committee. This Committee manages the general affairs of the Society, and advises the Local Organising Committee for the next meetings as required.

Proposed The CAVEPM is presided over between meetings by a National Management Committee (NMC) comprised of at least five **voting** persons. Normally, each veterinary college and the federal government would have one member on this committee. This Committee manages the general affairs of the Society, and advises the Local Organising Committee for the next meetings as required.

Amendment by Pascale Nerette and seconded by Dave Leger. Motion passed.

Article 6 Alter the wording of the second and third sentences as shown

6. The NMC is elected by the General Committee at each regular meeting. The NMC normally will consist of a Chairperson, three Vice-Chairpersons and one Secretary/Treasurer. One member of the NMC is to be elected as the person responsible for organizing the next scientific meeting, and will serve as the Secretary of the MMC for the year prior to this meeting. Normally, the Secretary of the current meeting will become the Chairperson of the next NMC.

6. The NMC is elected by the General Committee at each regular meeting. **The NMC normally will consist of a Chairperson, a Secretary and 3, or more, members, plus two non-voting Treasurers.** One **voting** member of the NMC is to be elected as the person responsible for organizing the next scientific meeting, and will serve as the Secretary of the MMC for the year prior to this meeting. Normally, the Secretary of the current meeting will become the Chairperson of the next NMC.

The necessity of having two treasurers (“signing authorities” in one place was described). It was noted that other organizations (eg provincial groups) might wish to host a meeting. It was also discussed as to why only the CFIA was included—it was noted that the CFIA was instrumental in starting CAVE {prior to CAVEPM}, that it is/was a national organization (and this was essential in hosting the 1991 ISVEE) and that formally involving the provincial groups would lead to a very large NMC. Amendment moved by John Campbell, seconded by Sylvia Checkly. Motion passed.

The motion to accept the Interim Statutes as our Permanent Statutes was passed as amended..

The Treasurer’s Report was presented by Wayne Martin on behalf of Sylvie Farez.

Moved by Ann Deckert and Holy Akwar that the report as presented. Wayne mentioned two specific friendly amendments. Change “actual 2002 income” to “actual 2001/02 income” and the column heading “2002/02 Budget” to “2001/02 Actual”.

Election of new NMC. Ian described the intent of, and the operation of, the NMC. The Current NMC nominated Ian Dohoo from AVC, Wayne Martin from OVC, Luc Descoteau from St Hyacinthe and John Campbell from WCVM. Moved by Sylvia Checkly and John Campbell that this slate be accepted. Passed. Moved by Cheryl James and seconded by Wayne Lees that Christine Power be the CFIA representative. Passed.

Wayne Martin then assumed the Chair. Ian will remain as a member and Luc Descoteau will become the new Secretary. A brief discussion occurred over the next meeting in St Hyacinthe. The likely topic of the short course will be “Screening/Diagnostic Tests”. Other topics suggested were “Risk Analysis” and “Bayesian Methods—as related to GIS, Screening Tests, and Risk Assessment”. It was suggested that the “Call for Papers” go out in October. The NMC is to follow up on the details with Luc.

Wayne asked for feedback about the current meeting, its organization, etc.

There was a brief discussion about the ISVEE in Chile, November 2003, and some concern about the lack of information on the meeting. The NMC is to follow-up with the ISVEE Management Committee on this.

Ian thanked James Valcour for his help on designing and maintaining the CAVEPM web-site. Ian then thanked Wayne for his help in leading the LOC for the current meeting. (As a post script, Wayne apologizes for not thanking Ian for his help in rejuvenating CAVEPM over the past two years.)

Meeting adjourned at 11:55 .