

MEMBERSHIP SERVICES OFFICE

In 2007, assistance was provided to the Executive, Board and membership of CHICA-Canada in day-to-day administration as well as coordination of special projects.

General activities included membership services, input into publication of the quarterly journal, *Canadian Journal of Infection Control*, and the 2007/2008 Member and Source Guide, publication of the 2006 Annual Report, 2007 and 2008 Poster Contests, input into website information, and promotion and sales of the Just Wash 'Em Video, the Toolkit for Emergencies and Disasters, the ESBL Toolkit, the Webber Teleclass CDs, and the Infection Control Audits Toolkit.

I led in the coordination of the call for applications, interviews and appointment of Karen Dobbin Williams by the Board to the new position of Education Coordinator. In addition, I worked closely with Programs & Projects and BD (Becton Dickinson) in the development of the 2008 MRSA Roadshows and Webinars.

Other activities included facilitation of the 2007 Virox Technologies Partnership Scholarship Fund, the 2007 3M Research Grant, and the 2007 3M Chapter Achievement Award. The second Chapter Presidents Teleclass was held in January of 2007 and the Voices of CHICA, hosted by Webber Training, were held in March and September 2007.

Special projects included participation on the Communications Committee of the National Infectious Disease Day in Ottawa (October). A proposed new Industry Membership Policy was developed. In addition, the MSO has worked hard to investigate sources of on-line registration and I am happy to report that on-line membership and conference registration will be ready in early 2008.

It was also my honour to be invited to attend the annual conference of the International Federation of Infection Control in Budapest, Hungary (October).

I would like to express my thanks to the Board for its support during the past year and for providing a challenging and fulfilling work environment. I especially thank Kelli Wagner for her invaluable assistance in all projects during the year.

*Gerry Hansen BA
Executive Administrator*