

Consumer and Patient Health Information Section (CAPHIS)
Medical Library Association
Annual Business Meeting Minutes
Tuesday, May 21, 2002
1:00 PM - 2:30 PM
Dallas, TX

Susan Murray, chair, called the meeting to order at 1:00 PM. Twenty-four members were in attendance.

Introduction and Welcome

Susan Murray welcomed members and introduced the current officers: Lucy Thomas, Program Chair and incoming CAPHIS Chair; Sharon Lezotte, incoming Section Council Representative; Erica Burnham, Secretary; Michele Spatz, Past Chair and Website Committee Chair; Roz Dudden, Webmaster since 1996 and CAPHIS Top 100 Committee Chair; Heidi Sandstrom, outgoing Newsletter Editor; Gail Hendler, outgoing Section Council Representative; Claire Hamasu reporting for the Treasurer; and Deborah Batey, Membership Committee Chair.

2001 Minutes

Erica Burnham presented the minutes of the 2001 business meeting. They were approved with no changes.

Section Council Report

Sharon Lezotte presented the report from Section Council.

Name Changes:

- Clinical Libraries to Clinical Librarians and Evidence-Based Health Care
- Complementary Medicine SIG to Complementary & Alternative Medicine SIG
- Medical Society Libraries Section to Health Associations Libraries

Motion for permanent section status Corporate Information Services (with 57 members currently)

There was a proposal to disband the Section Program Planning Issues Committee and to leave the management of this task to the Planning Task Force. Stemming from this disbanding discussion came to issue of either decreasing number of presenters at the concurrent sessions or keeping the number of presenters the same

but increasing time. The third option was to maintain the status quo and push for stricter enforcement of the rules by the moderators.

A vote was called and due to concerns over potentially diminishing opportunities for presentations at future MLA meetings, the status quo should be maintained for the time being.

Presentation of the new Section Council logo.

AHIP - new pins to purchase, 32% of MLA members are in AHIP.

Consumer Health Credential changed to Certificate. A Technology Certificate has also been introduced.

In order to qualify for Emeritus standing in MLA, you must be an active member for 10 consecutive years.

MLAnet will no longer charge fees to host Section websites.

MLA presented a draft of Issues, Challenges, Choices, outlining the future goals of the Association.

Mentoring Task Force Report

Gail Hendler presented to results from the Task Force's activities.

The Task Force set out to evaluate the interest within the Section membership of developing and participating in a mentoring service. A survey was created and sent to the membership via the CAPHIS listserv. A very poor response rate led to an appeal by Susan Murray. In total, 36 people responded representing an 18% response rate. The final recommendation is to wait for MLA to present its mentoring program and evaluate whether a joint effort is feasible.

CAPHIS thanks Gail for her hard work as Section Council Representative and as Chair of the Mentoring Task Force.

Program Committee Report

CAPHIS was lead sponsor for Dollars and Sense Part II, which focused on partnerships and web-based tools for information dissemination and Dealing with Tough Questions. CAPHIS also co-sponsored Dollars and Sense Part I, Michael Gorman's talk on the Value and Values of Libraries and Parts I and II of Diversity,

Demographics, and Disparities in Accessing and Delivering Health Information and Health Care. Thanks to Lucy for a great program.

Nominating Committee

Michele Spatz welcomed the CAPHIS Chair-elect, Naomi Broering. Naomi has been involved with MLA in a variety of capacities over the years and is pleased that her career has brought her to consumer health and to CAPHIS. Naomi is a Distinguished Member of AHIP and an MLA Fellow. She is currently working with the Herrick Community Health Care Library in La Mesa, California.

Erica Burnham agreed to serve another year as Secretary. Erica is Head Librarian at McGill University's Macdonald Campus Library in Montreal, Quebec.

Michele has agreed to serve as CAPHIS Nominee to the MLA Nominating Committee.

The Committee will be recruiting for several positions this year: Treasurer, Section Council Rep-Elect, and Chair-Elect.

Treasurer's Report

Claire Hamasu presented the report. The checks and account responsibilities have not yet been transferred over to the Treasurer Denise Corless, so Claire had the bills and Denise had the checks. It appears that CAPHIS is carrying a balance of about \$2500 and is in fine financial health, although large projects continue to pose a problem. A motion was made to raise the CAPHIS membership fees from \$7.50 to \$15 to keep them more in line with other Section dues. The motion was carried.

Top 100 Task Force Report

The Task Force started its review project early this year. A full review of the sites listed in the Top 100 is underway. We look forward to the work of the committee.

MLA's public relations firm, PCI, uses the Top 100 when reporters ask, "What is the best site for...?" Barbara Bibel mentioned that the Top 100 is now listed on the Librarian's Index to the Internet.

Website Committee Report

Roz Dudden will remain webmaster until the end of the year. A search for a new webmaster is underway and we hope the transition period will be sufficiently long. The CAPHIS directory still resides on the National Jewish server at Roz's work.

MLAnet is not currently accepting databases on their hosted websites. The database's home will be reviewed over the next year.

Michele Spatz announced the need for new Website Committee members. Anyone interested, please contact her.

Michele has been in contact with Feili Tu, a researcher at the San Jose State University. She is conducting a usability study of the CAPHIS website and presented a poster at the conference on the preliminary results of her research. The poster abstract is as follows:

A usability study of the official Website of the Consumer and Patient Health Information Section (CAPHIS) of the Medical Library Association (MLA): a report

Feili Tu, Ph.D., Assistant Professor, School of Library and Information Science, San José State University, San Jose, CA ;

Presentation Number: 57

The Consumer and Patient Health Information Section (CAPHIS) of the Medical Library Association (MLA) first launched its Website in 1996. The CAPHIS Executive Committee under the leadership of the past chair decided to redesign it, and the new CAPHIS Website was debuted on May 1, 2000. To assess the usability and effectiveness of the CAPHIS Website, the chair invited the School of Library and Information Science, San José State University, to conduct a research project. Two graduate research assistants and the fall 2001 Libr220-01 "Medical Libraries & Reference" class taught by the principal investigator are assisting in creating the research protocol and handling the procedures. This project is designed to study the usability, readability, and ease of use features of the Website and each individual page. An investigation of the experience of professionals and lay persons is built in to the research protocol, because the target audience of the CAPHIS Website consists of both of these groups. Both quantitative and qualitative research approaches will be applied in this study. Data collection methods include a survey, interviews, a readability study, and a focus group study. The expected timetable will be the fall semester of 2001 (August 27–December 11, 2001). The results will reveal strengths and weaknesses of the CAPHIS Website regarding usability and will provide suggestions for improvements.

Secretary's Report

Susan Murray thanked Erica Burnham for seeing the CAPHIS brochure into print. It has been well received by all.

Erica has been working on a CAPHIS manual that will expand on the bylaws and provide information on the work and structure of the section. Once completed the manual will be posted on the website.

Bylaws Changes

The Bylaws changes were approved.

CAPHIS Newsletter Report

After a difficult year, the newsletter now has issues for winter and spring online. Heidi Sandstrom will be resigning as Newsletter editor and a volunteer to take on this role is needed. CAPHIS thanks Heidi for her enormous effort in the design, layout and content of Consumer Connections.

A Newsletter Committee is needed to carry out the task of content development and technological maintenance. The Committee should be structured as follows: Editor, Co-editor, Book review editor, Production manager. Barbara Bibel will continue as Book review editor and will be collecting books at ALA for review. Keep posted for review opportunities. Volunteers or suggestions for editors are welcome.

MLA 2003 Program Planning

Naomi Broering thanked everyone for the opportunity to be chair-elect and Program Committee chair of CAPHIS. She plans on making sure that CAPHIS is primary sponsor on one or two programs next year and to co-sponsor several more. Three program topic suggestions were made and the group decided to push for two of the topics: E-Reference and Evidence-based Medicine for Consumers.

Naomi mentioned that some sections are reducing the length of their business meetings at the conference to accommodate and invited speaker. Perhaps CAPHIS would consider this possibility.

There will be a call for reviewers when the abstracts for papers come in.

Fundraising for sponsorship of invited speakers will also be a priority for Naomi. Any suggestions on organizations or leads are welcome.

Remarks from MLA President

Linda Watson welcomed CAPHIS members. She told CAPHIS members that our mission figured prominently in MLA's Goals for 2002-2003. She also congratulated Susan Murray, Roz Dudden and Michelle Spatz for their contribution to MLA's Top 10 Useful Websites.

Linda thanked Andrea Kenyon and Susan Murray for their part in having a health sciences librarian nominated to URAC's Health Web Site Accreditation Committee. The MLA Board voted to make this appointment and Michele Spatz's name has been sent to URAC for consideration. More information on this program can be found at:

<http://websiteaccreditation.urac.org/>

Linda briefly outlined her interest in information therapy and mentioned that she will be attending an Information Therapy Innovators Conference September 24-27, 2002 in Utah. Details can be found at:

http://www.informationtherapy.org/rs_innovators.html

Goal Setting 2002-2003

Lucy Thomas presented the Goals for 2002-2003:

1. Updating CAPHIS directory on CAPHIS website and hopefully moving it from Roz's institutional site.
2. Get into MLA benchmarking study.
3. Have a CAPHIS member tea at next MLA in San Diego.
4. Re-define CAPHIS mission and re-construct CAPHIS history - chairs for this project are Michele Spatz & Andrea Kenyon.
5. Follow-up goals from 2001-2002
 - a) Recruiting & appointing a newsletter committee to include 4 people: an editor, a co-editor a producer, a book review editor (Barbara Bibel volunteered to stay on in this capacity.) Heidi Sandstrom agreed to stay on to give orientation / training to the incoming newsletter staff.
 - b) Recruit new webmaster. Roz Dudden agreed to stay on to train / orient new person(s)

Respectfully submitted October 18, 2002,

Erica Burnham

CAPHIS Secretary