


BC Branch CIPHI Executive Council Meeting

MINUTES







 January 20th, 2015 from 08:45 to 10:15 PST

Dial in: 1-866-613-5223

Access code: 4535350

ITEM	DETAILS	NAME (S)
	Location: Teleconference	
1.00	Roll Call	
Members	<input checked="" type="checkbox"/> Crystal Brown <input checked="" type="checkbox"/> Gary Tam <input checked="" type="checkbox"/> John Pickles <input type="checkbox"/> Catherine Sun <input type="checkbox"/> Emily Woodrow <input type="checkbox"/> Paula Tait <input type="checkbox"/> Nadia Kyerematen <input checked="" type="checkbox"/> Tiffany Chu Those highlighted in yellow are absent Guests: N/A	All
2.00	Approval of Agenda	
2.01	Addition to Agenda	All
3.00	Approval of Minutes	
3.01	 BC Branch Minutes 11.18.14.docx <ul style="list-style-type: none"> Will approve at the next BC branch meeting. 	Crystal
4.00	Electronic Motions	
4.01	Electronic Motions December 16th, 2014 To budget and spend \$150 for the Northern Health face to face meeting happening at the beginning Jan. Motion: Failed	Crystal
5.00	Standing Business	

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5.01	<p>COPE Update - Tabled</p> <ul style="list-style-type: none"> No update available from Keir Reminder that PDH's are due at the end of January. <p>Points for future discussion</p> <ul style="list-style-type: none"> Going to attend quarterly September, December, March, June Webinar on entering PDHs?? Ontario is hosting a webinar in January on how to enter PDHs. 	K. Cordner
5.02	<p>BOC Update - Tabled</p> <ul style="list-style-type: none"> No update available from Ron. 	R. Popoff
5.03	<p>BC Branch Education Committee</p> <ul style="list-style-type: none"> We still need to decide what to do with the recordings from the Fall webinar series. Decision was made to leave this to the Education Committee. 	D. Chen/ D. Fong
5.04	<p>BC Branch Promotion Committee</p> <ul style="list-style-type: none"> Nothing to report from Dale Crystal noted that she has been tasked at the NEC to have some swag available by the Ottawa conference. 	Dale
5.05	<p>Membership Engagement Committee - Tabled</p> <ul style="list-style-type: none"> Membership Drive <p>Action Item:</p> <ul style="list-style-type: none"> Crystal to touch base with Gordon regarding amending the current motion on the table, and time frames for Membership Drive. 	G. Moseley
5.06	<p>Liaising with Ministry & Unions – News & Updates</p> <ul style="list-style-type: none"> No new updates 	C. Brown
5.07	<p>Crystal to talk to NEC regarding creating a position paper on Radon</p> <ul style="list-style-type: none"> NEC feels that we do not have the capacity at this time to create and maintain educational documents. 	C. Brown
5.08	<p>Update from BC Page</p> <ul style="list-style-type: none"> Getting ready for release of winter 2015 BC Page in February. 	S. Sowa
5.09	<p>Update from Historian – Tabled</p>	T. Roark
5.10	<p>Finance Update</p>	J. Pickles

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	<ul style="list-style-type: none"> Notice – Please submit any outstanding claims for the 2014 Fiscal ASAP <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">  2014 Q4 Budget Report.xls </div> <div style="text-align: center;">  Treasurers Report Jan 2015.docx </div> <div style="text-align: center;">  BC Branch Policy BOP1 v2.doc </div> <div style="text-align: center;">  BC Branch Policy BOP2.doc </div> </div> <div style="margin-top: 10px;">  Draft Job Description Treasurer.doc </div> <ul style="list-style-type: none"> Still awaiting a couple of payments and invoices for 2014. If we receive all outstanding payments, then the BC Branch will have a profit for 2014. <p>Motion: To approve the attached Job Description for the Treasurer. Moved. Seconded. Carried.</p>	
5.11	<p>Awards</p> <ul style="list-style-type: none"> Crystal to contact possible presenters to present the award recipients with the BC Branch awards. 	J. Ip
6.0	Old Business	
6.1	<p>BCIT 50th Anniversary Legacy Fund</p> <div style="text-align: center;">  BCIT Donation Letter.PDF </div>	C. Brown
7.0	New Business	
7.1	<p>Events section on the webpage</p> <ul style="list-style-type: none"> BC Branch will list information on BC branch educational opportunities, National AEC and a link to NCCEH for additional opportunities. 	C. Brown
7.2	BCCDC Collaboration	D. Fong

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	<ul style="list-style-type: none"> The BCCDC is looking for potential collaborators from the BC Branch Executive 	
7.3	<p>Updates from NEC Face to Face January 2015</p> <ul style="list-style-type: none"> Crystal met with the NEC in Ottawa. Over the two day meeting, the following items were discussed: <ul style="list-style-type: none"> Approval of NEC Budget for 2015 Succession planning of the MSC Possible online storage for all CIPHI documents; provincial and national. EPHW 2015 CIPHI Swag 	C. Brown
7.4	<p>BC Branch direction for 2015</p> <ul style="list-style-type: none"> Webinar Swag Christmas luncheon AGM Environmental Health Week Update Policies, By-laws etc. Awards <ul style="list-style-type: none"> The BC Branch is to pick the initiatives that we would like to spend our energy and time on for the year. Executive is to think about areas that they feel are top priority for the year. If executive wish to change committees, this is the opportunity to do so. A reminder that the Branch has agreed to meet face to face when we have a change in presidency so that the new President can meet his executive, and set the priorities for the term. Please ensure that you set some time aside for this initiative. Will be happening late fall. 	C. Brown
	Adjournment at _10_: _07_ Hours	
	Next Meeting: February 23rd , 2015	

Calendar of Events

January	Membership renewal and PDHs due
February	
March	
April	CIPHI's Birthday BOCs
May	Drinking Water Week <ul style="list-style-type: none"> Occurs during different weeks
June	Safe Kids Week 2014 June 7 th -14 th BC Page Spring Summer Edition to be Released
July	
August	
September	EPHW 2014 September 21-27 th <ul style="list-style-type: none"> Fourth week in September National AEC World Environmental Health Day: Thursday September 25th
October	BOCs
November	
December	Christmas Luncheon