

BC Branch CIPHI Executive Council Meeting

MINUTES

May 16th, 2017, from 08:45 to 10:15 PST

Via Teleconference

Dial in: 1-866-613-5223

Access code: 4535350

ITEM	DETAILS	NAME (S)
	Location: Teleconference	
1.00	Roll Call	
Members	<input type="checkbox"/> Crystal Brown <input checked="" type="checkbox"/> Dale Chen <input type="checkbox"/> Tiffany Chu <input checked="" type="checkbox"/> Gordon Moseley <input checked="" type="checkbox"/> John Pickles <input type="checkbox"/> Jessica Ip <input type="checkbox"/> Catherine Sun <input type="checkbox"/> Daniel Fong <input checked="" type="checkbox"/> Emily Woodrow <input checked="" type="checkbox"/> Stacey Sowa <input checked="" type="checkbox"/> Debby Peng <input checked="" type="checkbox"/> Christine Chen <input type="checkbox"/> Nadia White <input checked="" type="checkbox"/> Janelle Rimell Those highlighted in yellow are absent Guests: None.	All
2.00	Approval of Agenda	
2.01	Motion: To approve as Agenda for today's BC Branch Executive Council Meeting as circulated via email on May 15 th , 2017. Seconded. Carried.	All
3.00	Approval of Minutes	
3.01	Motion: To approve the drafted minutes from the BC Branch Executive Council Meeting held on April 18 th , 2017 as circulated via email on May 15 th , 2017. Seconded. Carried.	Gordon
4.00	Electronic Motions	
4.01	April 28th, 2017- Motion: that we the CIPHI BC Branch Executive Council strongly consider and accept the nomination of Ms. Carol Leung for the current vacant position of the Recording Secretary, effective immediately. Seconded. Carried.	Gordon

ITEM	DETAILS	NAME (S)
5.00	Standing Business	
5.01	<p>CoPE Update</p> <ul style="list-style-type: none"> We are finishing up with our audits from 2016 The group is scheduled to meet in Toronto June 10th and 11th to review the education/compliance process for members not completing the PDH process, appeal process, and other documents on the go. 	C. Diplock
5.02	<p>BOC Update</p> <ul style="list-style-type: none"> Nothing to report 	Dale
5.03	<p>BC Branch Education Committee</p> <ul style="list-style-type: none"> May 18th Final BC Branch Educational Webinar until 2018 has be put on hold as speaking is otherwise engaged at the PREOC due to recent weather related provincial emergencies. Webinar will unfortunately be cancelled Currently have 41 people signed up for the webinar If you have seen any good webinars recently please forward Education committee hibernation 2017 in progress 	Emily
5.04	<p>Promotions and Membership Committee</p> <ul style="list-style-type: none"> Membership drive winner selected the prize of the reimbursement of the annual membership fees. Congratulations again to Mr. Malakoe <p>ACTION ITEM: In Progress</p> <ul style="list-style-type: none"> Cost benefit to be done very carefully for proposed model to enhance current membership recognition 	Dale/Gordon
5.05	<p>Liaising with Ministry & Unions – News & Updates</p> <ul style="list-style-type: none"> Nothing to report 	Dale
5.06	<p>Update from BC Page</p> <ul style="list-style-type: none"> Pending release of the Spring Page Only pressing issue Expecting to make an announcement about release of Summer Page to be schedule for release at the end of August <p>ACTION ITEM: COMPLETED</p> <ul style="list-style-type: none"> Christine to forward AEC branding logo to Stacey for use in advertising within the BC Page until the conference in November. 	Stacey

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5.07	Update from Historian <ul style="list-style-type: none"> Nothing to Roark 	Dale/Tim
5.08	Finance Update: <ul style="list-style-type: none"> Not a lot transactions or activities to report this month Have received some more membership dues and fees for an advertisement in the BC Page Invoice for teleconference and usual list of recurring fees 	John
5.09	Website & Social Media: <ul style="list-style-type: none"> Nothing to report ACTION ITEM: In Progress <ul style="list-style-type: none"> Dale to explore web design options – support for Elden and/or individuals/companies to complete work & cost potential 	Elden/Dale
6.0	Old Business	
6.1	BCIT Branch Relations/Student Liaison <ul style="list-style-type: none"> Nothing to report at this point in time. 	Gordon/ Jessica
6.2	BC Executive Council Update: <ul style="list-style-type: none"> New Recording Secretary will be Ms. Carol Leung Update on vacant councillor position and current candidate for this role? ACTION ITEM: NEW <ul style="list-style-type: none"> Emily to submit an electronic motion to accept nomination of standing candidate Mr. Paul Cseke for the role of councillor position 	Dale/Gordon
6.3	2017 National AEC – Richmond: <ul style="list-style-type: none"> Call for abstracts has been issued for presenters with a deadline established of June 9th Christine whom sits on the organizing committee has electronic abstracts submission forms if required. 	Dale/John /Gordon
6.4	New Societies Act - Compliance Strategy-	John/Dale

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	<ul style="list-style-type: none"> For discussion and consent – Whether to become a Member Funded Society or maintain status quo? <p>Action Item: NEW</p> <ul style="list-style-type: none"> Need to draft a Q&A for review and reference regarding what a member funded society is and the pro and cons versus maintaining the status and circulate to the membership at large. <p>ACTION ITEM: COMPLETED</p> <ul style="list-style-type: none"> Circulation of draft updated constitution and by-law for comment by beginning of April. 	
6.5	<p>National Awards:</p> <p>ACTION ITEM: COMPLETED</p> <ul style="list-style-type: none"> Email membership to solicit for nomination for Life Membership along with other available awards in anticipation of 2017 AEC. No responses received yet, but as the deadline approaches hopefully we will receive a few nominations. 	Dale
6.6	<p>CIPHI Environmental Public Health Week Committee</p> <ul style="list-style-type: none"> NEC inquiry for Branch Representation <p>ACTION ITEM: IN PROGRESS</p> <ul style="list-style-type: none"> Gordon to confirm details of the NEC EPHW sub-committee work and send out EOI to executive for identification of new BC rep as soon as practicable. 	Dale/Gordon
7.0	New Business	
	Adjournment at _9_: _42_ Hours	
	Next Meeting: June 20th, 2017	

Calendar of Events 2017	
January	CIPHI CPC - PDHs due January 31 st
February	
March	
April	CIPHI's Birthday BOC's – April 26 th
May	Drinking Water Week <ul style="list-style-type: none"> • Occurs during different weeks
June	
July	
August	
September	EPHW Sept. 25-29 th World Environmental Health Day: Thursday September 28 th
October	BOC's – Oct. 25 th
November	National AEC – Richmond – Nov. 5-8 th
December	Christmas Luncheon/ BC AGM – TBA