

BC Branch CIPHI Executive Council Meeting

MINUTES

June 20th, 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 type="checkbox"/> Tiffany Chu <input type="checkbox"/> John Pickles <input type="checkbox"/> Catherine Sun <input type="checkbox"/> Emily Woodrow <input type="checkbox"/> Debby Peng <input type="checkbox"/> Nadia White <input checked="" type="checkbox"/> Paul Cseke <input checked="" type="checkbox"/> Dale Chen <input checked="" type="checkbox"/> Gordon Moseley <input checked="" type="checkbox"/> Jessica Ip <input type="checkbox"/> Daniel Fong <input type="checkbox"/> Stacey Sowa <input type="checkbox"/> Christine Chen <input type="checkbox"/> Janelle Rimell <input checked="" type="checkbox"/> Carol Leung Those highlighted in yellow are absent Guests: Tim Roark	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 June 19 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 May 16 th , 2017 as circulated via email on June 19 th , 2017. Seconded. Carried.	Gordon
4.00	Electronic Motions	
4.01	May 18, 2017 – Motion: That we the CIPHI BC Branch Executive Council accept the nomination for Paul Cseke to fill the current vacant position of Councilor, effective immediately. Seconded. Carried	Gordon

ITEM	DETAILS	NAME (S)
5.00	Standing Business	
5.01	CoPE Update - <i>Tabled</i>	C. Diplock
5.02	BOC Update <ul style="list-style-type: none"> Gary is ready to resume his post as BOC rep and BOC National is ready to accept his return BOC National is working on revamping examination process, proposal package is being prepared for review by National Executive Council (NEC), possibly a radical change from current process 	Dale
5.03	BC Branch Education Committee - <i>Tabled</i>	Emily
5.04	Promotions and Membership Committee <ul style="list-style-type: none"> AEC coming up in Richmond, therefore expecting higher than normal membership numbers due to commitment of VCH sponsoring AEC attendees – good news for branch this year <div style="background-color: #000080; color: white; padding: 2px;">ACTION ITEM: In Progress</div> <ul style="list-style-type: none"> Further develop membership recognition program Develop activity to promote the Environmental Public Health Week and drum up interest for BC Branch activities – working with Environmental Public Health Week Committee Possibly talk to health authorities regarding health authorities sponsoring CIPHI membership to facilitate attendance of AEC 	Dale/Gordon
5.05	Liaising with Ministry & Unions – News & Updates <ul style="list-style-type: none"> Next round of union negotiation starting soon Nothing to report further 	Dale
5.06	Update from BC Page <ul style="list-style-type: none"> BC Page scheduled to come out end of August Looking for submissions by Aug 18, BC Page will be released Aug 31, any interest pieces and pictures are welcome Questions or suggestions for editorial team, forward to Stacey Unanimous agreement that the BC Page is great 	Stacey

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5.07	<p>Update from Historian</p> <ul style="list-style-type: none"> • 50th Anniversary of BCIT's Environmental Health Program this year, Martin Macleod reached out to Tim asking for ideas of how to celebrate, to track down the graduates of the first year of the program, and will be looking to publicize the upcoming event in the BC Page • Suggestion to Dale to bring forth and review the concept of only nominating one life member per year. In some provinces where they cannot host AEC, it could be decades before life membership nomination occurs. Suggesting unrestricted number of applications to be approved for life membership nomination so as not to lose opportunity to recognize such members. • Ken Christian running for mayor of Kamloops, keep track of updates in BC Page • Retired members contacted Tim because they were concerned that the CIPHI BC Branch website is out of date and the move to update the website is moving slowly. Suggestion to executive council to move more quickly with this update. • Current webmaster expressed interest to stay on as webmaster, but he is currently putting together the AEC website, and may be too busy to make BC Branch website a priority. • Jessica expressed updating website should be moved up in priority with AEC coming up <p style="background-color: #0056b3; color: white; margin: 5px 0;">Action Item: New</p> <ul style="list-style-type: none"> • Tim to forward Lawyer George Price's contact information, who can act as a consultant in regards to changes of the Society Act 	Dale/Tim
5.08	<p>Finance Update:</p> <ul style="list-style-type: none"> • Most recent Treasurer's report circulated June 19 • Budget for 2017: \$18000, revenue as of May 31: \$7400, expenses so far: \$3730 • Not a lot of transactions or activities to report since last month, currently over the expected revenue due to increase in membership 	John
5.09	<p>Website & Social Media:</p> <ul style="list-style-type: none"> • Make updating website a priority, especially because AEC coming up • Paul expressed interest in helping with social media aspect. Gordon suggested Paul to lead the Website 	Elden/Dale

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	<p>and Social Media Committee moving forward if no objections from executive council</p> <ul style="list-style-type: none"> • Tim has ideas to share with committee regarding historical information once this committee is active • <p style="background-color: #0056b3; color: white; padding: 2px;">ACTION ITEM: In Progress</p> <ul style="list-style-type: none"> • Dale to explore support for Elden regarding updating website and making it a priority item 	
6.0	Old Business	
6.1	<p>BCIT Branch Relations/Student Liaison</p> <ul style="list-style-type: none"> • Spring practicum sessions are now over <p style="background-color: #0056b3; color: white; padding: 2px;">ACTION ITEM: New</p> <ul style="list-style-type: none"> • Jessica to make contact with current first year student liaison in August and see if he would like to continue as second year student liaison as well as identify a first year student liaison. Would like liaisons to attend meetings in coming school year if possible. 	Gordon/ Jessica
6.2	<p>BC Executive Council Update:</p> <ul style="list-style-type: none"> • New Recording Secretary: Carol Leung • New councilor: Paul Cseke • AEC Organizing Committee is asking which timeslot to hold AGM if AGM will coincide with the AEC. The difficulty in having the AGM with AEC is timing – don't want to be in conflict with education sessions, but also want members to be able to participate in both. If the AGM is held during the Christmas Luncheon, it is difficult to justify sending branch executives to attend both the AEC and the AGM events. • Possibly hold AGM on Sunday or late Monday afternoon after the sessions are over on first day of AEC. • Discussed possibly not holding a Christmas Luncheon since both events are so close together in time. • Holiday Inn is booked Dec 7 for Christmas Luncheon <p style="background-color: #0056b3; color: white; padding: 2px;">Action Item: New</p> <ul style="list-style-type: none"> • Dale to get in touch with Gary regarding timeslots of AGM during AEC. • Doodle poll to be sent out for executives to establish what majority preference is: AGM during Christmas Luncheon or during AEC? Establish deadline by next meeting in July 	Dale/Gordon

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6.3	<p>2017 National AEC – Richmond:</p> <ul style="list-style-type: none"> Update from Daniel, working with colleagues at VCH to review abstracts with education committee for educational content of conference Internal program determined – great variety of topics 	Dale/John /Gordon
6.4	<p>New Societies Act - Compliance Strategy:</p> <ul style="list-style-type: none"> Need to decide whether to become a Member Funded Society or maintain status quo as Public Society Need to confirm constitution and bylaw by August Get legal opinion from Tim's contact <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 within BC Branch 	John/Dale
6.5	<p>National Awards:</p> <p>Action Item: New</p> <ul style="list-style-type: none"> Dale to bring up multiple life membership at National table, could be in place for coming years 	Dale
6.6	<p>CIPHI Environmental Public Health Week Committee</p> <ul style="list-style-type: none"> Followed up with Gregory (President of Newfoundland branch and EPHW Committee), no BC rep yet but willing to accept BC branch rep EPHW Committee will be meeting in July and August NEC inquiry for Branch Representation <p>Action Item: New</p> <ul style="list-style-type: none"> Gordon to work with Dale to send out EOI to membership at large for identification of new BC rep for National committee 	Dale/Gordon
7.0	New Business	
	Adjournment at <u>9</u> : <u>56</u> Hours	
	Next Meeting: July 18th, 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

