


BC Branch CIPHI Executive Council Meeting

MINUTES




July 28th, 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 type="checkbox"/> Crystal Brown <input type="checkbox"/> Gary Tam <input checked="" type="checkbox"/> John Pickles <input type="checkbox"/> Catherine Sun <input checked="" type="checkbox"/> Emily Woodrow <input checked="" type="checkbox"/> Debby Peng <input checked="" type="checkbox"/> Nadia Kyerematen <input checked="" type="checkbox"/> Tiffany Chu <input checked="" type="checkbox"/> Dale Chen <input checked="" type="checkbox"/> Gordon Moseley <input checked="" type="checkbox"/> Jessica Ip <input type="checkbox"/> Daniel Fong <input checked="" type="checkbox"/> Stacey Sowa <input type="checkbox"/> Virginia Jorgensen <input checked="" type="checkbox"/> Christine Chen Those highlighted in yellow are absent Guests: Dilavar Rana	All
2.00	Approval of Agenda	
2.01	Motion: To approve agenda as circulated via e-mail July 27 th , 2015. Seconded. Carried.	All
3.00	Approval of Minutes	
3.01	May 19, 2015 - Tabled  BC Branch Minutes.05.19.15.doc June 15th, 2015: BC Branch Minutes.06.16.15.docx	D. Chen

ITEM	DETAILS	NAME (S)
	<p>Motion: To approve the minutes from BC Branch Executive Meeting Minutes from June 16th, 2015. Seconded. Carried.</p>	
4.00	Electronic Motions	
4.01	<p>Electronic Motions</p> <ul style="list-style-type: none"> • None 	C. Brown
5.00	Standing Business	
5.01	COPE Update - Tabled	K. Cordner
5.02	BOC Update - Tabled	R. Popoff
5.03	<p>BC Branch Education Committee</p> <ul style="list-style-type: none"> • Two presentations confirmed <ul style="list-style-type: none"> ○ Michael Wu – Suction Hazards in Pools – EPHW ○ BCIT 2nd Year Winning Health Promotion Presentation – Allergen Safety in FSE – Sept? • Debate about self-financed versus seeking sponsorship to host these presentations • Student presentation discussion highlighted the fact that all would be sitting their BOC in October and branch activities fairly busy in September so November may be more conducive for all parties concerned. • Some discussion about hosting an in person education workshop in future. Original idea to coordinate the event with the AGM and Christmas Lunch. Further development of idea to be discussed by Education Committee. 	D. Chen/ E. Woodrow
5.04	<p>BC Branch Promotion/Membership Engagement Committee</p> <ul style="list-style-type: none"> • Once the details of the webinar are confirmed we will look at further promotional activities • Several project still in the design and development phase • Promotional swag did arrive and was well received at the VCH educational event. Still a fair amount remaining with current Treasurer • Nothing to report regarding Membership Engagement 	D. Chen/ G. Moseley
5.05	Liaising with Ministry & Unions – News & Updates - Tabled	C. Brown
5.06	<p>Update from BC Page</p> <ul style="list-style-type: none"> • Current planned release date for summer page in early 	S. Sowa

ITEM	DETAILS	NAME (S)
	August	
5.07	<p>Update from Historian</p> <ul style="list-style-type: none"> • Letter sent along with an appreciation gift to Mr. Bill Leith for generous contribution to BCIT ENVH Scholarship. • Request for reimbursement not yet received by Treasurer 	D. Chen
5.08	<div style="text-align: center;">  Treasurers Report June 2015.xls </div> <p>Finance Update</p> <ul style="list-style-type: none"> • Nothing unusual occurring with finances at present • No extra membership dues, an don't expect much more for the remainder of the year • Promotions/Membership committee still on budget even after swag expenditures. • Spent a little more money than anticipated with some miscellaneous items but not unreasonable • Overall budget relatively healthy • A discussion about National Conference Donation will be required during August 18th BC Branch Executive Meeting 	J. Pickles
5.09	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Financial Statement_2014.pdf </div> <div style="text-align: center;">  Signed_Audit Letter_2014 Account. </div> </div> <p>Finance Audit Statement</p> <ul style="list-style-type: none"> • No questions arose from completion of the audit review • As noted in the signed audit letter this financial was accepted without any concerns or further changes required. • E-motion to be circulated for approval of the audit • January – June 2015 financial records are ready for review as a supplementary audit prior to development of this year AGM package. 	T. Chu

ITEM	DETAILS	NAME (S)
5.10	Xmas Luncheon and AGM - Tabled	D. Chen
5.11	President Elect Position <ul style="list-style-type: none"> Search still in progress to identify a prospective new President Elect Position as candidate for consideration at the upcoming 2015 AGM. 	D. Chen
6.0	Old Business	
	<ul style="list-style-type: none"> N/A 	
7.0	New Business	
7.1	<ul style="list-style-type: none"> Welcome to Debby Peng!! 	Crystal
	Adjournment at _9_:38_ Hours	
	Next Meeting: August 18 th , 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