

BC Branch CIPHI Executive Council Meeting

**MINUTES**

May 20<sup>th</sup> from 08:45 to 10:15 PST

Dial in: 1-866-613-5223

Access code: 4535350

ITEM	DETAILS	TIME	NAME (S)
	<b>Location:</b> Teleconference		
<b>1.00</b>	<b>Roll Call</b>		
Members	<input checked="" type="checkbox"/> Crystal Brown <input checked="" type="checkbox"/> Gary Tam <input checked="" type="checkbox"/> John Pickles <input type="checkbox"/> Greg Baytalan <input type="checkbox"/> Emily Woodrow <input type="checkbox"/> Paula Tait <input checked="" type="checkbox"/> Nadia 'Kyerematen  <input checked="" type="checkbox"/> Dale Chen <input checked="" type="checkbox"/> Gordon Moseley <input type="checkbox"/> Jessica Ip <input checked="" type="checkbox"/> Daniel Fong <input type="checkbox"/> Stacey Sowa <input type="checkbox"/> Virginia Jorgensen  Those highlighted in yellow were absent  <b>Guests:</b> Keir Cordner, Christine Chen	08:48	All
<b>2.00</b>	<b>Approval of Agenda</b>		
2.01	Addition to Agenda <b>Motion:</b> To Approve Agenda as circulated via email and amended. Seconded. Carried.	08:51	All
<b>3.00</b>	<b>Approval of Minutes</b>		
3.01	April 15 <sup>th</sup> 2014 <b>Motion:</b> To Approve Executive Meeting Minutes as circulated via email. Seconded. Carried.	08:55	C. Brown
<b>4.00</b>	<b>Electronic Motions</b>		
4.01	April 16 <sup>th</sup> 2014 <b>Motion:</b> To appoint Ron Popoff to a second term to the BOC as supported and recommended by the BOC Board. New term would expire May 2018. Passed.	08:55	C. Brown

ITEM	DETAILS	TIME	NAME (S)
	<p>May 9<sup>th</sup>, 2014 Motion: To approve a budget of \$150 to go towards prizes for some draws for NH. This money will be split between the meeting next week as well as activities that will occur during Environmental Public Health Week, later on in the year. This is consistent with what has happened in the past. Passed.</p>		
<b>5.00</b>	<b>Standing Business</b>		
5.01	<p><b>COPE Update:</b></p> <ul style="list-style-type: none"> <li>• Always had English version of COPE reference guide, but soon to have complete French version</li> <li>• Annually now conduct audit of 10% of member professional development hour credits. Working to continually improve the review process. All in all most of those reviewed had approximately 50% pass rate, largely due to simply not logging the PDH's.</li> <li>• Will be making a presentation about the program and demonstration using the system at the National Conference.</li> <li>• Need to continue to improve education and awareness about the CPC Program.</li> </ul>	8:56	K. Corder
5.02	<p><b>BC Branch Committees:</b></p> <ul style="list-style-type: none"> <li>• Education and Promotion Committees</li> <li>• Would like to set up regular meeting regular meeting. Meet with Directors in April and were all in support of the Branch doing another educational webinar series.</li> <li>• Still discussing means of payment which should be determined by the end of May 2014</li> <li>• Gave the Directors a list a question to help improve and guide the development of the Branch.</li> <li>• Recurring theme which was brought up at the Director's meeting by FNHA inquiring "What does CIPHI do for us?"</li> </ul>	9:12	C. Brown
5.03	<p><b>Liaising with Ministry &amp; Unions – News &amp; Updates</b></p> <ul style="list-style-type: none"> <li>• Tabled</li> </ul>	9:26	C. Brown
5.04	<p><b>Radon Updates</b></p> <ul style="list-style-type: none"> <li>• Tabled</li> </ul>	9:27	G. Baytalan

ITEM	DETAILS	TIME	NAME (S)
5:05	<p><b>Update from BC Page:</b></p> <ul style="list-style-type: none"> <li>• Tentative plans for Spring/Summer Issue in June with submission deadline for end of May</li> <li>• Need announcements about upcoming webinar series in the Fall as well as EPHW in September</li> <li>• Congrats to new BCIT Grads and successful BOC Candidates</li> </ul>	9:28	S. Sowa
5:06	<p><b>Update from Historian:</b></p> <ul style="list-style-type: none"> <li>• Summer has arrived in many ways.</li> <li>• Have been working on photos and stories from the past. Working on getting a submission ready for the upcoming BC Page.</li> </ul>	9:31	T. Roark
5:07	<p><b>Finance Update:</b></p> <ul style="list-style-type: none"> <li>• Membership and membership dues are down however the educational webinar series stand to be a good source of income.</li> <li>• No major expenses to date this calendar year, though still waiting for expense claim for the BC Page new software program.</li> <li>• New signing authorities have now been confirmed with RBC for the next two years</li> </ul>	9:33	J. Pickles
5:08	<p><b>EPHW Sept 2014:</b></p> <ul style="list-style-type: none"> <li>• Still working on new campaign of the next 100 years</li> <li>• Action Item – need to bring back a few contacts of local</li> <li>• Crystal to look into creating a shared document folder to facilitate</li> </ul>	9:35	C. Brown

ITEM	DETAILS	TIME	NAME (S)
<b>6.0</b>	<b>Old Business</b>		
6:01	<b>Drinking Water Week May 2014:</b> <ul style="list-style-type: none"> <li>• Did share VCH You Tube video's and posted logo on website</li> <li>• Got proclaimed by 20 or so city's across the province</li> <li>• Story to be captured in BC Page</li> </ul>	9:43	C. Brown
<b>7.0</b>	<b>New Business</b>		
7.1	<b>BOC Boards:</b> <ul style="list-style-type: none"> <li>• After last year's Fall BOC there was discussion held which identified an issue with the difficulty getting volunteers to sit on BOC Board panels. This may be due in part to dwindling support from HA for members to participate in this process potential forcing people attend on their own time.</li> <li>• Must consider engaging the Ministry and the SET of each HA to ensure the continued availability of EHP for the BOC's</li> </ul>	9:45	C. Brown
7.2	<b>Update for Northern Health Door Prize</b> <ul style="list-style-type: none"> <li>• Tabled</li> </ul>	9:51	C. Brown
	Adjournment at _9_:52_ Hours		
	Next Meeting: June 17 <sup>th</sup> , 2014		