


BC Branch CIPHI Executive Council Meeting

MINUTES

Sept 16th 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"/> Dale Chen <input checked="" type="checkbox"/> Greg Baytalan <input checked="" type="checkbox"/> Emily Woodrow <input type="checkbox"/> Paula Tait <input type="checkbox"/> Nadia Kyerematen <input checked="" type="checkbox"/> Gordon Moseley <input type="checkbox"/> Jessica Ip <input checked="" type="checkbox"/> Daniel Fong <input checked="" type="checkbox"/> Stacey Sowa <input type="checkbox"/> Virginia Jorgensen <input type="checkbox"/> Christine Chen Those highlighted in yellow are absent <i>Guests: Tim Roark, Branch Historian</i> | All |
| 2.00 | Approval of Agenda | |
| 2.01 | Motion: To approve agenda a circulated via email and amended September 16 2014. Seconded. Carried | All |
| 3.00 | Approval of Minutes | |
| 3.01 |  BC Branch Minutes August 19th.docx Motion: To approve the minutes from August 19 th , 2014 as circulated via email. Seconded. Carried. | C. Brown |

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| 4.00 | Electronic Motions | |
| 4.01 | <p>Electronic Motions:</p> <p><u>September 9th, 2014</u> Motion that we host a daily prize draw of \$25 GC for EPHW 2014 from September 22-26, budgeting no more than \$125.00, in addition to the grand prize draw of a free 2015 CIPHI membership. Valid entries coming from active members with completion of an on-line BC Branch Survey, limited to one entry per day, per member. Motion: Passed</p> <p>Motion: To amend Sept 9th, 2014 motion and open contest up to all EPHP within BC and not limit it to active members. Seconded. Carried.</p> <p><u>Sept 10th, 2014</u> Motion to support the nomination of Ann Thomas as National President Elect. Motion: Pending</p> | C. Brown |
| 5.00 | Standing Business | |
| 5.01 | <p>COPE Update - Tabled</p> <ul style="list-style-type: none"> • Quarterly meeting - September, December, March, June • Application to COPE for approval of PDH for webinar series | K. Corder |
| 5.02 | <p>BOC Update – Tabled</p> <ul style="list-style-type: none"> • Concerned with lack of support from employers to garner adequate number of volunteers • Any questions can be directed to his attention to bring to the national table • Move of BOC to a Saturday nationally • Change venue to a classroom and provide a honorarium or provision of all costs to BOC volunteers | R. Popoff |

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| 5.03 | <p>BC Branch Education Committee</p> <ul style="list-style-type: none"> • First Webinar coming up on September 24, 2014 • With new computers were forced to go with much more expensive software package totaling around \$600.00 • Poster was distributed through list serve Sept 15, 2014 • Drinking Water webinar to be open to BCWWA members • Request to be able to record the webinars. | D. Chen D. Fong |
| 5.04 | <p>BC Branch Promotion Committee</p> <ul style="list-style-type: none"> • Membership Engagement Committee has been created and had it first meeting Sept 2nd 2014 • Still looking into options for Branch Swag. • BC Page deadline Oct 10, looking Executive Profiles. Questions will be distributed to executive next week. • What do we want the prize to be for the BCIT Health Promotion Presentation? So far have offered free membership and opportunity to present with webinar series. <p>Motion: Wining presentation will be offered a free membership and opportunity to present their project within the annual webinar series. Seconded. Carried.</p> <ul style="list-style-type: none"> • <i>Question</i> - about Student Liaison Position to improve student engagement with the BC Branch? To be discussed further at MEC before being brought back Executive Committee. | D. Chen |
| 5.05 | <p>Liaising with Ministry & Unions – News & Updates</p> <ul style="list-style-type: none"> • No new updates to report at this time. • Discussion to be had about challenges with BOC participation to garner financial support from the Ministry and HA's. • Subsidies for hosting annual Face-to-Face meeting again | C. Brown |
| 5.06 | <p>Crystal to talk to NEC regarding creating a position paper on Radon - Tabled</p> | C. Brown |
| 5.07 | <p>Update from BC Page</p> <ul style="list-style-type: none"> • Deadline for submission is Oct 10, 2014 for release of Fall issue scheduled for Oct 27, 2014. • Budget needs to be reviewed in light of new software purchase which a claim for expense is still outstanding to date. | S. Sowa |

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| 5.08 | <p>Update from Historian</p> <ul style="list-style-type: none"> • There was a question raised about, "How to number the minutes from our branch meeting?" Answer - the BC Branch can number the minutes as we see fit. • Still looking for old photos, media articles, scrap books so keep an eye out for to submit to Branch Historian. | T. Roark |
| 5.09 | <p>Finance Update</p> <ul style="list-style-type: none"> • Nothing notable to report • Budget to be prepared soon for upcoming AGM | J. Pickles |
| 5.10 | <p>EPHW Sept 2014</p> <ul style="list-style-type: none"> • Poster is complete and municipal proclamations are starting to come in. • Working on questions for Promotions Survey. | C. Brown |
| 6.0 | Old Business | |
| 6.1 | <p>BOC Boards</p> <ul style="list-style-type: none"> • Call for examiners to all active members made. Any interest, please contact C. Brown or BOC Coordinator, Mrs. Gundie Volk for more information or to express your interest. | C. Brown |
| 6.2 | <p>Food Safe Certificates: Open School</p> <ul style="list-style-type: none"> • Nothing to Report | C. Brown |
| 6.3 | <p>AGM 2014</p> <ul style="list-style-type: none"> • 60 Day Notice Required. Aim for end of September. • Any individual who are planning to step down from their position please notify the President as soon as possible. • Review of Nomination for Branch Awards in November for presentation at the AGM. | C. Brown |
| 6.4 | <p>BCIT 50th Anniversary Legacy Fund - Tabled</p>  <p>BCIT Donation Letter.PDF</p> | C. Brown |
| 6.5 | BCIT Health Promotion Course - Tabled | C. Brown |

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| 6.6 | <p>Annual Christmas Luncheon</p> <ul style="list-style-type: none"> • Need someone to step forward to organize the luncheon details. • Venue – Same as last year • Date – December 5th 2014 | C. Brown |
| 7.0 | New Business | |
| 7.1 | <p>Ann Thomas - Expression of Interest for National President Elect</p> <ul style="list-style-type: none"> • Willing to get involved because of an established strategic plan and strong support from the NEC. • Encouraged to help see the strategic plan progress forward providing guidance, and facilitating the committee meetings. • Two big issues of governance and mandatory membership with a strong advocated for continuing education. | C. Brown |
| | Adjournment at _10_:_21_ Hours | |
| | Next Meeting: October 21 st 2014 | |

Calendar of Events

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|-----------|---|
| September | <p>EPHW 2014 September 21-27th</p> <ul style="list-style-type: none"> • Fourth week in September <p>World Environmental Health Day: Thursday September 25th</p> |
| October | BOCs |
| November | |
| December | Christmas Luncheon |
| January | Membership renewal and PDHs due |
| February | |
| March | |
| April | CIPHI's Birthday BOCs |
| May | <p>Drinking Water Week</p> <ul style="list-style-type: none"> • Occurs during different weeks |
| June | Safe Kids Week 2014 June 7 th -14 th |

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| | BC Page Spring Summer Edition to be Released |
| July | National AEC |
| August | |

