

CIPHI BC BRANCH
ANNUAL GENERAL MEETING
MINUTES
Sunrise Golf Course, Surrey BC
October 4, 2011 from 016:31 to 17:29

ITEM	DETAILS	ACTION (S)
	Meeting called to order by K Cordner at 16:31 Members in Attendance: 32	
1.00	Approval of Parliamentarian	
	K Cordner – Appoint Steve Chong as Parliamentarian. Scrutineers: Sabrina Sandhu and Cole Diplock. Sergeant at Arms: Rory Beise	
2.00	Approval of Agenda	
	Add – N/A Delete – N/A MOTION: motion to approve agenda as circulated <i>Moved. Seconded. All in favour. Carried</i>	
3.00	Approval of Minutes	
	Special General Meeting December 2, 2009 Add – N/A Delete – N/A MOTION: motion to approve December 2, 2009 Special General Meeting minutes as circulated <i>Moved. Seconded. All in favour. Carried</i>	
	Annual General Meeting September 9, 2010 Add – Addition of 2010 to date Delete – N/A MOTION: motion to approve September 9, 2010 Annual General Meeting minutes as amended <i>Moved. Seconded. All in favour. Carried</i>	
4.00	In Memorium	
	<ul style="list-style-type: none"> • K Cordner – Please observe a moment of silence for members who have passed away this year: 	

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	Larry D'Andrea and Ted Zoltan	
5.00	Reports	
5.01	<p>President</p> <ul style="list-style-type: none"> • In December 2010 the Branch had a face-to-face meeting at the Christmas party to identify strengths, challenges, and goals for the Branch. These meetings will be continued to assist in planning and setting future goals for the Branch. • We had a new BC exam co-ordinator, BC member to the BOC, and editor for the BC Page this year. • Consulted with Tim Lambert from the Ministry regarding the adoption of the CIPHI credential and the CPC. Followed up with a letter, with CIPHI National endorsing, requesting a Ministerial Order. • Improved the BC Branch webpage – awards page has been updated. • Conducted the first AEC workshop targeted at a specific topic – Ethics In Action. • BC has been very active in CIPHI: the BOC Chair, COPE Chair, Finance Chair, and CIPHI Historian are all from BC. BC is also a of the national MSC committee. • We have had great geographical member representation throughout the Province, as well as on the BC Branch Executive. • Sat on the BCIT curriculum review to approve changes to the program. We also participate on the standing BCIT Environmental Health advisory committee. • We are planning for the 2013 CIPHI Centennial at both the National and Branch levels. • Will budget to promote our profession to the media in the 2012 year. Did not have sufficient funding for this year and did not want to go further into deficit. • EPHW date change has been proposed for next year. • We do annual member recognition through our BC Branch awards. • We hold our annual Christmas Lunch. The date for 	

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	<p>2011 will be December 6th, 2011.</p> <ul style="list-style-type: none"> • Liaison with schools of Environmental Health annually. Met with University of Cape Breton this year. • Developed orientation manuals for executive members. This allows for smooth transfer of knowledge from Executive member-to-Executive member. • We advocate for our profession. • Acknowledge retirements and provide condolences for members who have passed away. • We maintain our By-Laws with the BC Registry. • We receive general inquiries and respond. • We provide bursaries and awards for students of Environmental Health and make award presentations. • EHR is moving to an electronic form. The editor and publisher have been selected. Members should begin to receive issues shortly. • My term as the President of CIPHI has come to an end. It has been an honor to serve as President, and I would like to acknowledge the work of the Executive group. 	
<p>5.02</p>	<p>Treasurer</p> <ul style="list-style-type: none"> • I Deol – Corrections to the balance sheet are noted in red. For the January 1, 2010 to December 31, 2010 operating year, CIPHI BC had a net operating loss. • K Cordner – Conferences are a large source of income for the Branch. IFEH was expected to bring a large profit. Unfortunately, the IFEH had a net loss. A loan of \$50,000 was required by the CIPHI Conference committee to cover payments the venue and prevent penalty, while the committee awaited other expected conference revenue. Both the BC Branch and CIPHI provided a short term loan in the amount of \$25, 000.00 each to the conference committee. \$20,000 was returned to both the Branch and National. The remainder of the loan was absorbed as loss and 	

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	<p>was shared between the Branch and National 50/50. All profits and losses are shared 50/50 between the local Branch and National.</p>	
<p>5.03</p>	<p>Board of Registration</p> <ul style="list-style-type: none"> • K Cordner – Report was submitted by Sarah MacDougall. 	
<p>5.04</p>	<p>Corresponding Member of the BOC</p> <ul style="list-style-type: none"> • K Cordner - Title is no longer Corresponding Member of the BOC. New title is BC Member of the BOC. • G Stewart – Appreciates all the hard work and time put in by Ann Thomas, who previously held the position. 	
<p>6.00</p>	<p>Notice of Motions</p>	
<p>6.01</p>	<p>Removal of By-Law #2 – Registration</p> <ul style="list-style-type: none"> • K Cordner – With the introduction of the CPC in 2010, and the 2009 change to the definition of regular member was changed to include participation in the CPC. This created an overlap between By-Law #2 and the CPC requirements. By repealing By-Law #2, the Branch can realize a cost savings of \$1500/year, achieved mostly through administrative costs. Furthermore, this would remove the redundancy between By-Law #2 and the CPC. <p>Discussion:</p> <ul style="list-style-type: none"> • T Roark – Are we fully aware of the implications in repealing By-Law #2? By-Law #2 took 10 years to develop and gives the Branch the ability to register titles (R. EHO), censure individuals, and require individuals who have exited the field for significant periods of time to prove competency. If a Ministerial Order is not granted prior to repealing By-Law #2, how would we carryout enforcement? • K Cordner – The CPC currently covers continuing education and a National Code of Ethics. Regarding exit from practice, there is currently no 	

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	<p>policy in place under the CPC to address this issue, however it is under discussion. A period of time may be required before such a policy becomes available. Until such time, we will not be able to enforce anything outside of our regulation. By removing By-Law #2, we will be losing two things that make our Branch unique. However, this will align us with the other Branches and National, and create more consistency.</p> <ul style="list-style-type: none"> • C Woods – Why is the whole section being removed? • K Cordner – We could have pulled the CPC into our regulations through reference to it. However, the section regarding exit from practice is not a significant issue. • J Egeler – Under By-Law #2 Registration is currently voluntarily. Regarding exit from practice, an individual who does not practice and does not meet the CPC criteria, would not be considered a regular member. The Branch feels comfortable in removing By-Law #2 in the interest of in cost savings and eliminating duplication. • K Cordner – CIPHI National is committed to the success of the CPC and has adjusted its business model to ensure its sustainability. • T Roark – Does not oppose the removal of By-Law #2. Only one complaint relating to PHI standards of practice was received in the first year, and no further complaints were received. <p>MOTION: motion to remove By-Law #2 - Registration - from the Branch Constitution and By-Laws <i>Moved. Seconded. All in favour. Carried</i></p>	
7.00	Awards	
7.01	<p>BC Branch Honorary Membership</p> <p>K Cordner – BC Branch Honorary Membership requires consideration and support from the members present at the AGM. Asked the Sergeant at Arms to escort Clifford Van Alstyne out of the room (C Van Alstyne exits the</p>	

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	<p>room).</p> <p>We have received one honorary award nomination (The nomination for C Van Alstyne was stated)</p> <p>MOTION: motion to support the presentation of the BC Branch Honorary Membership to Clifford Van Alstyne <i>Moved. Seconded. All in favour. Carried</i></p> <p>K Cordner – Requested Sergeant at Arms to ask C Van Alstyne to return to the Room. It is our honor to present C Van Alstyne with the BC Branch Honorary Membership.</p> <p>C Van Alstyne – Thank you very much. I am appreciative of the award.</p>	
7.02	<p>Branch Member of the Year</p> <p>K Cordner – Last year's winner, Alex Kwan, was unable to attend. We would like A Kwan to stand up and be acknowledged.</p> <p>We are proud to announce David Butt as the Branch Member of the Year. D Butt will be attending the meeting in the Interior. Please hold off on congratulating D Butt until he has been presented with the award.</p>	
7.03	<p>Alex Nilsson Award</p> <p>K Cordner – We are proud to announce Jessica Ip as the recipient of the Alex Nilsson Award. Please join me in congratulating J Ip.</p> <p>J Ip – Thank you. I am honored to accept this award.</p>	
8.00	<p>Election of Offices</p>	
	<p>K Cordner – Call to nominations from the floor. 2nd Call for Nominations from the floor. No nominations from the floor received</p> <p>MOTION: motion to approve Election of Officers as nominated <i>Moved. Seconded. All in favour. Carried</i></p>	

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9.00	Honorariums	
	<p>K Cordner – In recognition and appreciation of all the hard work and effort by the 2010 BC Page Editor and 2010 Webmaster, we would like provide each individual an honorarium in the amount of \$300.</p> <p>MOTION: motion to approve honorariums in the amount of \$300 to S MacDougall and D Butt for their outstanding contributions in the previous year.</p> <p><i>Moved. Seconded. All in favour. Carried</i></p>	
10.00	Other Business	
	Adjournment of meeting: 17:31	