

BC Branch CIPHI Executive Council Meeting

Minutes

April 17, 2012 from 08:30 to 09:15

Dial in: 1-866-613-5223

Access code: 4535350

ITEM	DETAILS	TIME	NAME (S)
	Location: Teleconference		
1.00	Roll Call	08:30	
	<p>Attendees: Gary Tam, Rory Beise, Cole Diplock, Kelcey Watts, Paula Tait, Crystal Brown, Keir Cordner, Kuljeet Rai, Isher Deol, Jeremy Chow, Juliana Gola</p> <p>Guests: Tim Roark</p> <p>Regrets: Grace MacIver, Greg Baytalan, Kuljeet Chattha, John Pickles, Paul Markey</p>		All
2.00	Approval of Agenda		
2.01	<p>Addition to Agenda</p> <p>Add – N/A Deleted – N/A</p> <p>MOTION: motion to approve agenda as circulated. <i>Moved. Seconded. All in favour. Carried</i></p>	08:33	All
3.00	Approval of Minutes		
3.01	<p>Minutes from March 20, 2012</p> <p>Add – Items 1.00 and 6.03: Amend "G McIver" to "G MacIver"</p> <p>Deleted – N/A</p> <p>MOTION: motion to approve agenda as amended. <i>Moved. Seconded. All in favour. Carried</i></p>	08:35	All
4.00	Old Business/Action Items – Status Update		
4.01	<p>Electronic Motions – CIPHI BOC Examiner List</p> <ul style="list-style-type: none"> Electronic motion to approve the BOC examiners list was passed. G Tam had a discussion with the BC BOC Co-ordinator to streamline the process for approving examiners. The BC BOC Co-ordinator will cross-reference the approved list of 		

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	examiners and correspond with those requiring renewal of membership.		
4.02	<p>CIPHI Position Statement – Stakeholder/Union</p> <ul style="list-style-type: none"> Two position statements have been sent out: Letter to Union and Branch Position Statement. 	08:37	G. Tam
4.03	<p>Budget 2012 – Revision</p> <ul style="list-style-type: none"> Revised budget has been sent to Executives for review. 	08:39	K. Chattha
4.04	<p>Website Remodeling – Proposal from the webmaster</p> <ul style="list-style-type: none"> Webmaster is to write down ideas for the remodeled website and submit to C Brown. C Brown will then circulate ideas to Councilors for approval. BCIT student has volunteered to work on website. 	08:45	C. Brown
4.05	<p>APEGBC Document Review</p> <ul style="list-style-type: none"> Requested by APEGBC to review Practice Document. Comments were compiled and were sent back to APEGBC. Have not heard further from APEGBC. 	08:50	G.Tam
5.00	Standing Business		
5.01	<p>Centennial Committee – Update on activities</p> <ul style="list-style-type: none"> K Cordner registered as a researcher at the BC Archives. Also met with the Librarian at the Ministry of Health. Was able to find and copy relevant documents. BCIT students have researched historical information on the evolution of the Environmental Health Program at BCIT. Currently working on the first draft. K Cordner has developed a draft webpage for the Centennial Celebrations. 	08:55	K. Cordner
5.02	Education Committee 2012 – Updates	09:00	C. Brown/J.

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	<ul style="list-style-type: none"> Working with the NCCEH to identify speakers. Venue is being selected (within FHA). Conference will likely be a two day event (first week of October). 		Pickles
5.03	<p>Promotion & Advocacy Committee – Ads on local newspapers & Environmental Public Health Week 2012</p> <ul style="list-style-type: none"> Drinking water week <ul style="list-style-type: none"> Discussions with BCWWA to include CIPHI logo on their website. Contacted local media. P Tait and R Beise have contacted NHA and VIHA communications departments respectively regarding drinking water week. EPHW <ul style="list-style-type: none"> National meeting will be held April 27. In addition to Provincial Proclamation, can we get Municipal Proclamations? 2012 Budget <ul style="list-style-type: none"> Committee agreed \$4000 budget is a substantial amount. Committee agreed to retain \$1000 for promotion and re-allocate \$3000 back to the Executive. Centennial is in January 2013. Some budget allocation may be required at the end of 2012 to promote the celebration. 	09:15	P. Tait
5.04	<p>Award Committee – Update</p> <ul style="list-style-type: none"> Discussion tabled – speaker not present 	09:25	G. MacIver
5.05	<p>Sewerage & Radon Updates</p> <ul style="list-style-type: none"> Discussion tabled – speaker not present 	09:30	G. Baytalan
6.00	New Business		
6.01	<p>CIPHI BC Branch Finance/Expense Reimbursement Policy</p> <ul style="list-style-type: none"> Policy and Procedures for reimbursement of expenses is being developed. Policy will develop consistency between Executives. 	09:35	G.Tam/K. Chattha

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	<ul style="list-style-type: none"> Policy will be sent out to the Executives for review. 		
6.02	<p>Liaising with Ministry</p> <ul style="list-style-type: none"> Will contact Tim Lambert regarding the CPHI(C) and CPC being incorporated into the Public Health Act. Want to determine what progress has been made and what further steps are required to achieve the goal of incorporating the CPHI(C) and CPC into the Public Health Act. G Tam will keep Executives updated on the discussions. 		G. Tam
	<p>Roundtable</p> <ul style="list-style-type: none"> Retirees and honourary members without email contact: we need to re-engage these members, especially for the centennial celebrations. This weekend is a day of mourning to remember those who have passed away while on the job. <ul style="list-style-type: none"> Inspectors have been seriously injured in automobile accidents while working and have passed away as a result, and some inspectors have committed suicide. T Roark will provide a write-up regarding this subject. 		All
	Adjournment at 09:15 Hours		
	Next Meeting May 15, 2012		