BC Branch CIPHI Executive Council Meeting

MINUTES

June 19, 2012

Dial in: 1-866-613-5223

Access code: 4535350

ITEM	DETAILS	TIME	NAME (S)
	Location: Teleconference		
1.00	**Roll Call**	**08:30**	
	Attendees: Gary Tam, Rory Beise, Juliana Gola, Greg Baytalan, Grace MacIver, Kelcey Watts, Keir Cordner, Cole Diplock, Paula Tait, Kuljeet Rai, Kuljeet Chattha **Guests:** **Regrets:** Crystal Brown, Isher Deol, Paul Markey, John Pickles, Jeremy Chow	**8:35**	**All**
2.00	**Approval of Agenda**	**8:39**	
2.01	**Addition to Agenda** Add – N/A Deleted – N/A Motion: motion to approve agenda as circulated. *Moved. Seconded. All in favour.* **Carried**	**08:40**	**All**
3.00	**Approval of Minutes**		
3.01	**Minutes from May 15, 2012** Add – N/A Deleted – N/A Motion: motion to approve minutes as circulated. *Moved. Seconded. All in favour.* **Carried**		
4.00	**Old Business/Action Items – Status Update**		
4.01	**Electronic Motions - Minute Approval – May 15, 2012**	**08:41**	**G. Tam**
4.02	**Website Remodeling – Proposal from the webmaster** • Tabled for the next teleconference.	**08:42**	**C. Brown**
4.03	**CIPHI Conference Bank Account**	**08:43**	**G. Tam**

APPROVED

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	• Bank account name has been changed from CIPHI Conference Bank Account to CIPHI BC Branch – account is to be used for conference related purposes only.		
4.04	**CIPHI BC Branch Executives – Temporary Positions** • 4 positions will be vacant starting in July 2012. The Branch has already received interest from 3 individuals, leaving 1 position to be filled by NHA, IHA, or FHA. • Treasurer and Corresponding Secretary positions have been backfilled. • K Watts' last day at work/CIPHI will be Thursday, June 21.	**08:45**	**G. Tam**
5.00	**Standing Business**		
5.01	**Centennial Committee – Update on activities** • Teleconference was cancelled. • Information on the first cryptosporidium and toxoplasmosis outbreaks has been gathered. • Searched the CIPHI locker for information/materials to be used for the Centennial celebration. • Tim Roark has access to the locker. • Second visit to the locker will occur in the Fall.	**08:47**	**K. Cordner**
5.02	**Promotion & Advocacy Committee – Environmental Public Health Week 2012** • Facebook page is up and running (200 members after 1 month). • Contact the Promotion & Advocacy Committee if you have any comments or suggestions on promotions. • Promotion topics for the summer months (i.e. camping, outdoor, water safety). • No updates to report regarding National Public Health Week. • Suggestions for fall topics. • Collaborations with BCIT students are being considered.	**08:50**	**P. Tait**

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	• Letter has been drafted for the Provincial Proclamation.		
5.03	**Liaising with Ministry & Unions** • Updates from the union – salary has not been discussed at the negotiations. • G Tam will meet with Tim Lambert in early July to discuss the incorporation of the CPHI(C) credential and CPC into the Public Health Act.	**09:00**	**G. Tam**
5.04	**Award Committee – Update** • Meeting was carried out 2 weeks ago – BC Branch Centennial Award. • Need volunteers for the committee as J Gola will be leaving soon. • Discussed Honorary member vs. Honorary recognition award – will vote amongst award committee members.	**09:02**	**G. Tam**
5.05	**Sewerage & Radon Updates** Sewerage: • ASTTBC (Applied Science Technologists & Technicians of BC) ROWP (Registered Onsite Wastewater Practitioner) fees are $420.00 (including HST) for 2012. • This high fee is in part due to costs incurred from a ROWP disciplinary hearing in northern BC. • Costs of this nature are difficult for those not in the business, such as EHO's. • Inquiry has been made to ASTTBC to determine if something similar to their "Retired Member" status (no or limited involvement), can be granted to ROWP's not in business, yet wishing to retain their ROWP status. Radon: • CARST stands for Canadian Association of Radon Scientists and Technologists. • The National Environmental Health Association, National Radon Proficiency Program (NEHA-NRPP) certifies in radon measurement	**09:05**	**G. Baytalan**

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	and mitigation (two individual certifications) in Canada and the USA. • Health Canada recognizes the USA certification. • Health Canada and CARST hosted a workshop and Canadian transfer exam on April 28, 2012 at the 1st Annual CARST Conference in Ottawa on April 27 and 28, 2012 for those in Canada NRHA-NRPP certified wishing to transfer their certification to Canada. • Greg wrote the measurement and mitigation exams.		
5.06	**Education Committee 2012 – Updates** • Schedule is being finalized. • Promotional posters are being sent out and registration forms have been sent out to the public. • G Tam has been contacting the Regional Directors of Health Authorities to determine their commitment and feedbacks towards the conference. • Decisions may be formalized early next week. • More sponsorship forms have been returned to the Committee. • Social committee: working on the social event for the conference. • R Beise is finalizing the budget.	**09:10**	**G.Tam**
6.00	**New Business**		
6.01	**CIPHI BC Branch Finance/Expense Reimbursement Policy** • No changes to the policy. MOTION: motion to approve the policy as circulated. *Moved. Seconded. All in favour*. **Carried**	**09:26**	**G. Tam/K. Chattha**
6.02	**BC Branch Centenary Awards – Project** • Need a Project Manager to look after this – appointment of Project Manager (Jessica Ip has volunteered) or public recruitment? MOTION: motion to appoint Jessica Ip as the Project Manager for the BC Branch Centenary Awards.	**09:28**	**G. Tam**

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	Moved. Seconded. All in favour. **Carried**		
6.03	**NEC Centenary Pin Purchase** • Number of pins ordered is based on last year (235). • Pending NEC decision on how pins are to be distributed. • Suggestion: membership committee to use distribution as part of membership drive.	**09:32**	**G. Tam**
	Adjournment at 09:38 Hours		
	Next Meeting July 17, 2012		

APPROVED