

BC Branch CIPHI Executive Council Meeting

MINUTES

June 21, 2011 from 08:30 to 10:00

Dial in: 1-866-613-5223

Access code: 4535350

ITEM	DETAILS	TIME	NAME (S)
	Location: Teleconference		
1.00	Roll Call		
	<p>Attendees: Keir Cordner, Gary Tam, Sabrina Sandhu, Isher Deol, Cole Diplock, Paul Markey, Jeremy Chow, Jasmina Egeler, Sarah MacDougall, Greg Baytalan, Juliana Gola</p> <p>Guests: Tim Roark</p> <p>Regrets: Crystal Brown, Rory Beise, Grace MacIver</p>		All
2.00	Approval of Agenda		
	<p>Add – N/A</p> <p>Delete – N/A</p> <p>MOTION: motion to approve agenda as circulated</p> <p><i>Moved. Seconded. All in favour. Carried</i></p>		All
3.00	Approval of Minutes – Apr. 19, 2011		
	<p>Add – N/A</p> <p>Delete – N/A</p> <p>MOTION: motion to approve minutes from April 19, 2011 as circulated</p> <p><i>Moved. Seconded. All in favour. Carried</i></p>		All
4.00	Old Business/Motions		
	<p>Motion to approve expenditure for donated Silent Auction item for 77th CIPHI Annual Education Conference (AEC) in the amount of \$200 – Motion Carried.</p> <ul style="list-style-type: none"> A Roberto Luongo Vancouver Canucks Jersey was donated for the silent auction. <p>Motion to approve expenditure for contribution of \$200 from CIPHI BC Branch towards the opening</p>		K.Cordner

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	<p>reception at the 77th CIPHI – Motion Carried.</p> <ul style="list-style-type: none"> Cheque has been forwarded to the CIPHI Office. 		
5.00	New Business		
5.01	<p>BC Annual Education workshops – update on progress</p> <ul style="list-style-type: none"> Things are going well. All three venues have been booked in Surrey, Kelowna, and Prince George. Speakers have been confirmed. Paul will meet with speakers at the National CIPHI Conference to discuss the workshop content. A budget has also been drafted. Fees for members and non-members will be \$149 and \$179, respectively. Expected attendance in the Surrey will be 45, Kelowna 40-45, and Prince George 20. Discussions have been held with Regional Directors, and there has been commitment by Regional Directors to send representatives. Posters are almost complete and will be ready to send out shortly. Registration information will be sent out shortly. 		<p>P.Markey/C. Brown/K.Cordner</p>
5.02	<p>Promotions/Advocacy – Updates - Media messaging – proposed strategies – frequency – etc. Centenary planning.</p> <p>Media Messaging</p> <ul style="list-style-type: none"> Considering investing money for advertising public health topics through local media. \$4000 can be set aside annually to advertise. The initial plan is to have an article published each quarter, with approximately \$1000 being set aside for each quarter. The information will be published in select local areas, with information being specific to that area. If you have any articles that have been drafted or published, send articles 		<p>G.Tam/S.Sandhuordner</p>

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	<p>to G. Tam.</p> <ul style="list-style-type: none"> • S. Sandhu has looked into various local newspapers, and prices vary based on readership. • Ideally, members from outside the committee will also contribute articles/stories. • \$4000 was not built into the budget for this year. We must consider this expenditure to ensure the year end balance is moved back into the positive. At the end of the year, the campaign will be evaluated to determine if the money was well spent. • Another form of advertising is to write letters to the editor to offer our opinions on public health topics. • S. Sandhu inquired to CUPE to include EPHW information in Union emails but never received a reply. S. Sandhu will follow up with the Union. G. Baytalan has a BCGEU contact. S. Sandhu and G. Baytalan will work together to draft a letter to both Unions. <p>Centenary Planning</p> <ul style="list-style-type: none"> • A subcommittee will be formed to work on Centenary Planning. A chair is needed for the committee. Try to find volunteers that are not part of the executive committee to be part of committee planning. • Want to parallel what National is doing to have consistent promotion throughout the Provinces. • BC Branch can promote on the Landing Page, BC Branch Newsletter, and during EPHW • National would like any historical photographs and any stories to share at the 2013 National Conference – send information to T. Roark. 		
5.03	<p>Website Committee – Update – Awards Page Facebook Twitter discussion</p> <ul style="list-style-type: none"> • Awards page has been re-designed and pictures have been included of the most recent recipients. • C. Diplock and J. Chow have been reviewing the BC Page monthly for dated information and 		G.Tam / Website Committee

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	<p>broken weblinks.</p> <ul style="list-style-type: none"> Facebook/Twitter survey was sent out recently to the executive committee. Of the results obtained, only 2-3 have a Facebook account and 2 have twitter accounts. The main area for social networking should be the MSC. Significant amounts of time and money have been invested into the MSC. The BC Branch appreciates all the time and effort T. Roark has given in providing historical information to the BC Branch and in updating the awards page. 		
5.04	<p>Awards Nominations – NEC National Awards Nominations Letter</p> <ul style="list-style-type: none"> Nominations are still being accepted. Bring potential nominees to the attention of K. Cordner and G. Tam 		K.Cordner
5.05	<p>Membership Committee – member/non-member survey results + BC Branch activities spreadsheet – updates</p> <ul style="list-style-type: none"> Currently compiling the results of the survey Working on the spreadsheet of yearly CIPHI activities 		C.Brown/S.MacDougall/ G.Baytalan/K.Cordner
5.06	<p>Liason activities with Ministry – Letter to Minister. Liason with Unions. Liason with HA’s + Other Employers. Updates.</p> <p>Letter to Minister</p> <ul style="list-style-type: none"> Discussed with Tim Lambert and Cheryl Martin regarding the inclusion of the CPC and CPHI(C) under the Public Health Act. K. Cordner will follow up with a formal letter. Will ask the National President, Phi Phan, to co-sign the letter. T. Roark can provide historical information supporting registration. <p>Liaison with HAs and Other Employers</p> <ul style="list-style-type: none"> Workshops are being put on in three different HAs. Letters have been sent out regarding the 		K.Cordner/G.Tam

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	<p>Christmas Lunch.</p> <ul style="list-style-type: none"> • Discussion with Fraser Health Regional Director regarding low membership numbers in CIPHI. • Must determine the needs of the employer to properly design relevant workshops. 		
5.07	<p>Sierra Leone Project – Update</p> <ul style="list-style-type: none"> • On-going project to raise \$10,000 by the end of the year. • If you have fundraiser ideas, send them to K. Cordner. 		G.Tam/K.Cordner
5.08	<p>Environmental Public Health Week – date change proposal – update – cost share NEC/Branch</p> <ul style="list-style-type: none"> • Branches have sent their preferences to National. No final decision has been made. • NEC and the Branch will now share the cost of EPHW posters 75/25. The cost to courier the posters will be covered by the Branch. 75/25 split is consistent with the splitting of membership fees between National and Provincial. In the past, the entire cost of EPHW has been carried by National. 		G.Tam/K.Cordner
5.09	<p>Sewerage Updates/ Coalition/Other</p> <ul style="list-style-type: none"> • Tim Lambert has inquired whether or not the coalition can be dissolved and have the BC Branch take over. • If the coalition were to be disbanded, we would require non-members to be part of the committee. • Further discussion is required before a final decision can be made. 		G.Baytalan
5.10	Adjournment at 10:10 Hours		
	Next Meeting July 2011		

Approved