

BC Branch CIPHI Executive Council Meeting

MINUTES

March 19, 2013 from 08:30 to 10:05

Dial in: 1-866-613-5223

Access code: 4535350

ITEM	DETAILS	TIME	NAME (S)
	Location: Teleconference		
1.00	Roll Call	08:30	
	Attendees: Rory Beise, Keir Cordner, Kuljeet Rai, Virginia Jorgenson, Daniel Fong, Gary Tam, Jeremy Chow, Dale Chen, John Pickle, Greg Baytalan, Crystal Brown Guests: Regrets: Isher Deol		All
2.00	Approval of Agenda		
2.01	Addition to Agenda Added – Item 6.06 National CIPHI Updates to be moved to Item 5.06. Deleted – N/A <i>Motion: motion to approve agenda as amended. Moved. Seconded. All in favour. Carried</i>	08:33	All
3.00	Approval of Minutes		
3.01	November 20, 2012 Added – N/A Deleted – N/A <i>Motion: motion to approve minutes as circulated. Moved. Seconded. All in favour. Carried</i> February 19, 2013 Added – N/A Deleted – N/A <i>Motion: motion to approve minutes as circulated. Moved. Seconded. All in favour. Carried</i>	08:35	G. Tam
4.00	Old Business/Action Items – Status Update		

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4.01	Electronic Motion: None <ul style="list-style-type: none"> No electronic motions during the past month. 		G. Tam
5.00	Standing Business		
5.01	Centennial Committee – Update on activities <ul style="list-style-type: none"> Held a teleconference on March 12, 2013 to discuss the BCIT Tree Planting Ceremony and BBQ fundraiser. <ul style="list-style-type: none"> BCIT has approved the event. Currently working with BCIT Food Services regarding the supply of food, utensils, and equipment. BCIT has a commemorative tree program which includes the tree planting, a personalized plaque, and caring for the tree for 10 years. The total cost is \$1200. Motion regarding the expenditure is required by Friday. A map has been provided by BCIT for available locations for the tree. A banner for the CIPHI Centennial and BC Branch is needed for the event. 5 – 6 Volunteer Branch members are needed for the BBQ (April 22, 2013 from 10:30 to 13:30). IHA is supportive of the event and is also interested in a regional educational event. NHA has not had discussions at this time. – Update on National activities <ul style="list-style-type: none"> Mosaic banner is short 180 photos. There are very few photos from NHA, IHA, and FHA. Deadline of March 21, 2013 to submit photos. Cookbook requires more recipes. Ensure recipes are not from a published source. Mascot – unsure if the mascot will come to BC. It has been travelling through other provinces. Media draft will be ready in April. 	08:40	K. Cordner/ G. Tam

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	<ul style="list-style-type: none"> National media release will be on April 19, 2013 to coincide with the birthday of CIPHI. Poster tribute of 100 EHO's will be developed to recognize EHO's who have made a significant contribution to public health. 		
5.02	<p>Centenary Award Project</p> <ul style="list-style-type: none"> Meeting will be held to discuss the awards. Facebook promotion page will be developed. 		J. Ip
5.03	<p>Education Committee – Webinar Project</p> <ul style="list-style-type: none"> Webinar planning is going well. Speakers have been confirmed. Sponsors have been signed up. A nominal fee will be collected from the HAs (over \$9000 in total). Webinar webpage has been developed. Registration will not be required for HA employees. Retirees/students will be required to pay \$30 for 6 sessions. Life members will not be required to pay. All other individuals will be required to pay \$60 for 6 sessions. Webinar committee will be testing the platform with a mock presentation. 	08:50	I. Deol
5.04	<p>Promotion & Advocacy, Membership & Website Committee</p> <ul style="list-style-type: none"> - Website Harmonization Project Report <ul style="list-style-type: none"> Volunteer has reviewed the website and made a report on recommended changes. Some changes have already been implemented. Other recommendations require more discussion prior to implementation. - BCWWA Drinking Water Week Promotion <ul style="list-style-type: none"> If you are aware of any drinking water related activities contact R Beise (Drinking Water Week is May). 	09:05	C. Brown/ R. Beise
5.05	<p>Liaising with Ministry & Unions – News & Updates</p> <ul style="list-style-type: none"> No updates at this time. 		G. Tam

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5.06	<p>National CIPHI Updates</p> <ul style="list-style-type: none"> National President-Elect has been selected – Gary O’Toole from Nova Scotia. Announcement will be sent out to members. Strategic planning to be carried out in June. 	09:10	G. Tam
5.07	<p>Sewerage & Radon Updates</p> <ul style="list-style-type: none"> Held discussions surround the dissolution of the coalition. No other updates at this time. 	09:15	G. Baytalan
6.00	New Business		
6.01	<p>CIPHI BC Branch 2013 Finance Update</p> <ul style="list-style-type: none"> Have not completed the 2012 finances at this time. Preliminary indications are for an operational loss for the fiscal year. Branch has run at an operational loss from 2009-2012. Losses have yet to be recovered. Education component will likely generate profit. Since the webinar is expected to generate revenue, should another webinar be held in the Fall? Fall webinar will have similar revenue, but the sponsor amounts may change. 	09:25	R. Beise
6.02	<p>BC Branch Sponsorship on Branch President-Elect to CIPHI AEC 2013</p> <ul style="list-style-type: none"> C Brown will take over the duties as President next year and will need to meet key contacts and transition into the position. <p>Motion: motion to approve the expenditure for registration fee, accommodations, and associated travel costs for the President-Elect to attend the 2013 AEC in Winnipeg.</p> <ul style="list-style-type: none"> <i>Moved. Seconded. All in favour. Carried</i> 	09:30	G. Tam
6.03	<p>BC Branch Delegate Sponsorship to CIPHI AEC 2013</p> <ul style="list-style-type: none"> Received applications from 3 Branch members regarding sponsorship for the AEC. 	09:35	G. Tam

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	<ul style="list-style-type: none"> The Branch needs to decide whether or not individuals will be sponsored this year. If so, how many individuals will be sponsored and how much funding will they receive. The Branch has not budgeted sponsorship funding into the 2013 budget. In April 2013 we will determine the interest of HAs to fund another webinar. At this time we will have a clearer picture of the 2013 budget, and can determine whether or not to sponsor members. Sponsorship guidelines will be followed in determining who to sponsor. Discussion to be tabled for the next teleconference. 		
6.04	<p>CIPHI AEC 2013 – Silent Auction Item</p> <ul style="list-style-type: none"> Item will be discussed via email. 	09:45	G. Tam
6.05	<p>Committee Members – Delegations</p> <ul style="list-style-type: none"> S Sandhu will be returning next month. 	09:55	C. Brown
	Adjournment at 10:05 Hours		
	Next Meeting: April 16, 2013		