

## BC Branch CIPHI Executive Council Meeting

**MINUTES**


 October 28<sup>th</sup> 2014 from 08:45 to 10:15 PST


Dial in: 1-866-613-5223

Access code: 4535350

ITEM	DETAILS	NAME (S)		
	Location: Teleconference			
<b>1.00</b>	<b>Roll Call</b>			
Members	<table border="0"> <tr> <td> <input type="checkbox"/> Crystal Brown  <input checked="" type="checkbox"/> Gary Tam  <input checked="" type="checkbox"/> John Pickles  <input type="checkbox"/> Greg Baytalan  <input type="checkbox"/> Emily Woodrow  <input checked="" type="checkbox"/> Paula Tait  <input checked="" type="checkbox"/> Nadia Kyerematen         </td> <td> <input checked="" type="checkbox"/> Dale Chen  <input checked="" type="checkbox"/> Gordon Moseley  <input type="checkbox"/> Jessica Ip  <input checked="" type="checkbox"/> Daniel Fong  <input checked="" type="checkbox"/> Stacey Sowa  <input checked="" type="checkbox"/> Virginia Jorgensen  <input checked="" type="checkbox"/> Christine Chen         </td> </tr> </table> <p>Those highlighted in yellow are absent</p> <p><b>Guests:</b> Tiffany Chu</p>	<input type="checkbox"/> Crystal Brown <input checked="" type="checkbox"/> Gary Tam <input checked="" type="checkbox"/> John Pickles <input type="checkbox"/> Greg Baytalan <input type="checkbox"/> Emily Woodrow <input checked="" type="checkbox"/> Paula Tait <input checked="" type="checkbox"/> Nadia Kyerematen	<input checked="" type="checkbox"/> Dale Chen <input checked="" type="checkbox"/> Gordon Moseley <input type="checkbox"/> Jessica Ip <input checked="" type="checkbox"/> Daniel Fong <input checked="" type="checkbox"/> Stacey Sowa <input checked="" type="checkbox"/> Virginia Jorgensen <input checked="" type="checkbox"/> Christine Chen	All
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<b>2.00</b>	<b>Approval of Agenda</b>			
2.01	Addition to Agenda <b>Motion:</b> To approve Agenda as circulated via email Oct 27, 2014 and amended. Seconded. Carried.	All		
<b>3.00</b>	<b>Approval of Minutes</b>			
3.01	<b>Motion:</b> To approve the Minutes from September 16 <sup>th</sup> , 2014 as drafted and circulated via email and amended Oct 28 <sup>th</sup> , 2014. Seconded. Carried.	D. Chen		
<b>4.00</b>	<b>Electronic Motions</b>			
4.01	<b>Sept 10<sup>th</sup> 2014</b> Motion to support the nomination of Ann Thomas as National President Elect. <b>Motion: Passed</b>	D. Chen		

ITEM	DETAILS	NAME (S)
	<b>September 30<sup>th</sup>, 2014</b> Motion to approve BCIT's nomination for the 2014 Bob Herbison award. <b>Motion: Passed</b>  <b>October 10<sup>th</sup>, 2014</b> Motion to approve the list of BOC examiners for the Fall 2014 session. Motion repealed (Not required to approve the list)	
<b>5.00</b>	<b>Standing Business</b>	
5.01	<b>COPE Update – Tabled</b> <ul style="list-style-type: none"> <li>• Going to attend quarterly</li> <li>• September, December, March, June</li> </ul>	K. Cordner
5.02	<b>BOC Update - Tabled</b>	R. Popoff
5.03	<b>BC Branch Education Committee:</b> <ul style="list-style-type: none"> <li>• No major updates to report</li> <li>• Drinking Water webinar will be garnering approximately 20 connections for BCWWA members as a collaborative effort</li> <li>• Need to confirm details for Final Webinar at AGM to be held at Atrium Inn</li> <li>• Important to continue to promote upcoming webinar events to increase awareness and participation.</li> </ul>	D. Chen/ D. Fong
5.04	<b>BC Branch Promotion Committee:</b> <ul style="list-style-type: none"> <li>• Still looking for swag promotional items</li> <li>• No updates from MEC</li> </ul>	D. Chen
5.05	<b>Liaising with Ministry &amp; Unions – News &amp; Updates</b> <ul style="list-style-type: none"> <li>• No new updates</li> </ul>	D. Chen
5.06	<b>Crystal to talk to NEC regarding creating a position paper on Radon – Tabled</b>	C. Brown
5.07	<b>Update from BC Page-</b> <ul style="list-style-type: none"> <li>• Need to work on establishing a bank of recurring articles or columns to facilitate easier development in future.</li> <li>• Would like to see ideas come forward from various committees or individuals. Please send to BC Page Editors</li> </ul>	S. Sowa
5.08	<b>Update from Historian - Tabled</b>	T. Roark

ITEM	DETAILS	NAME (S)
5.09	<p><b>Finance Update:</b></p> <ul style="list-style-type: none"> <li>• Treasurer's Report will be presented at upcoming AGM</li> <li>• Includes auditors' examination letters, income statement, and balance sheet.</li> <li>• Will need to present 2 reports this year at AGM in order to bring statements up to less than 6 months old.</li> <li>• The 2013 Budget Report and Current Financial Report from January 1 to June 30, 2014.</li> <li>• Very little expenditures to date this year but majority of planned expense associated with AGM.</li> <li>• Expect to break even with the budget this year if not a small surplus.</li> <li>• Need approval for this financial report to bring to AGM with endorsement from Branch President or representative.</li> <li>• Treasurer made request to by accounting software next year which will be approximately \$200.00 and would like to be able to accept on-line payments for webinar registration etc.</li> </ul>	J. Pickles
5.10	<b>EPHW Sept 2014 - Draw Update - Tabled</b>	C. Brown
<b>6.0</b>	<b>Old Business</b>	
6.1	<p><b>AGM 2014:</b></p> <ul style="list-style-type: none"> <li>• Quorum</li> <li>• Need members if not able to attend to send proxy which can be brought to meeting or sent via email</li> <li>• Proxy votes to be sent to C. Chen</li> </ul>	D. Chen
6.2	<p><b>BCIT 50<sup>th</sup> Anniversary Legacy fund - Tabled</b></p> <div style="text-align: center;">  <p>BCIT Donation Letter.PDF</p> </div>	C. Brown

ITEM	DETAILS	NAME (S)
6.3	<p><b>Christmas Luncheon</b></p> <ul style="list-style-type: none"> <li>local reps have been confirmed for sales of tickets</li> <li>Usually anticipate 70 people attending but may see a drop this year with reduced support from VCH for in person attendance.</li> <li>Poster is in process of being finalized. See attached draft for reference.</li> </ul>  <p>Christmas Luncheon 2014 poster_draft 02</p> <ul style="list-style-type: none"> <li>Interests expressed to subsidize the meal to be consistent with past years to \$25.00 for members, \$20.00 for students, and 30.00 for non-members or to promote an equitable subsidy for all to promote membership which would like to incur a significant cost. Gary assigned to drive discussion via email for consideration of emotion.</li> </ul>	D. Chen/ T. Chu / G. Tam
<b>7.0</b>	<b>New Business</b>	
7.1	<p><b>2014 BCIT Entrance Awards and Fall Scholarship Ceremony</b></p> <ul style="list-style-type: none"> <li>Presentation of Bob Herbison Award on behalf of CIPHI</li> <li>Date – November 5<sup>th</sup> at 12:30 @ BCIT</li> <li>Branch Representation to be determined</li> </ul>	D. Chen
7.2	<p><b>UVic Environmental Law Society Research Opportunity</b></p> <ul style="list-style-type: none"> <li>Looking for some professional organization to lend their name to do some research work on their behalf</li> <li>Free law research for non-profit organizations</li> <li>Presented an existing scenario with numerous environmental health issues based in the interior with an a ready to eat farm located adjacent to a feed lot with several farm industry practices in question from both parties in question.</li> <li>Application form to be drafted and forwarded to Executive for review and consideration of an electronic motion for BC Branch Approval</li> </ul>	G. Baytalan
	Adjournment at <b>_10_ : _16_</b> Hours	
	<b>Next Meeting:</b> November 18 <sup>th</sup> , 2014	

### **Calendar of Events**

September	EPHW 2014 September 21-27 <sup>th</sup> <ul style="list-style-type: none"> <li>• Fourth week in September</li> </ul> World Environmental Health Day: Thursday September 25th
October	BOCs
November	
December	Christmas Luncheon – Dec 4 <sup>th</sup> 2014 @ Atrium Inn – See 2014 Poster for details
January	Membership renewal and PDHs due
February	
March	
April	CIPHI's Birthday BOCs
May	Drinking Water Week <ul style="list-style-type: none"> <li>• Occurs during different weeks</li> </ul>
June	Safe Kids Week 2014 June 7 <sup>th</sup> -14 <sup>th</sup>  BC Page Spring Summer Edition to be Released
July	National AEC
August	