

BC BRANCH CIPHI EXECUTIVE COMMITTEE MEETING
March 5, 2008

Present: Sonia Hundal, Jennifer Flaten, Jasmina Egeler, Gary Tam, Paul Markey, Barb Haworth, Shannon Roberts, Ashleen Nadan, Nigel Headley, Lis Vallaster, Steve Chong

Regrets: Shawn Parhar, Kuljeet Chattha, Keir Cordner, Trevor Getty, Shawna Bicknell, Ingo Frankfurt

A. Approval of Minutes

- **Motion to approve minutes. Moved and seconded. Motion carried.**

B. Old Business

1. Sewerage Systems Leadership Council Committee & Adhoc Coalition Committee

- Briefing was put together by numerous stakeholders not just the BC Branch as misunderstood by David Fishwick and others.

2. Royal Roads University Meeting

- J. Egeler was supposed to meet last week but was unable to attend. Meeting will be re-scheduled.

3. Online Foodsafe level 1 certificate processing

- Foodsafe wants the contractor (whoever it will be) to process all National and International certificates. It is expected by Foodsafe that the contractor would have all necessary material (computer, software, etc.) and will be reimbursed \$10 for every certificate processed. It was calculated that a profit of \$6 would be made (per certificate processed).
- BC Branch would receive all necessary info electronically from instructor.
- Foodsafe wants an answer from us by next week
- Discussed possibility of having a trial period to see if this task would work for us (i.e. time commitment, etc.). Also need information on time period we would have to commit to this.

Motion to support this initiative. Moved and seconded. Motion carried.

4. **NEC meetings**

- Discussions in Winnipeg on Feb. 22 and 23.
- Reviewed the CIPHI constitution. Work needs to be done around wording and language; updates are required.
- NEC looking for a newsletter editor. \$750 of an honorarium attached to the position
- NEC has money to spend before the end of the Fiscal year. Translation work (\$35,000) being looked at.
- Code of Ethics put on website
- Discussion around re-establishing a Branch in Quebec. Quebec has requested a BOC exam for Quebec's candidates.
- CIPHI looking at putting on an ethics course.
- \$13,000 generated in advertisement last year
- Newfoundland AEC: over 40 abstracts received, some workshops will be available at the conference and BOC examiner training. A post conference drinking water course will be put on.
- Bow valley Technician update: moving along with the next phase. Bow Valley wants to arrange to work with some Health Authorities. This program will be available in 2009

5. **Dr. Blatherwick's Endowment: Amendment**

Motion to contribute \$3660 to the Dr. Blatherwick Endowment. Moved and seconded. Motion carried.

C. Committee Updates

1. **Membership**

- Process has changed this year, so no final numbers yet

2. **Social**

- Discussion around having Bowling night in Burnaby in late April or a Bocce tournament in July with a barbecue
- Decision by next week

3. **Website**

- deferred

4. **Education**

- Committee chair requested purchasing Adobe writer and a laptop. This would allow the committee and the Branch to PDF its documents. The laptop would also allow for electronic storage of branch documents. This would be helpful during transition to new President.

- Discussion to continue at next meeting

5. **Promotions and Advocacy**

- deferred

D. New Business

1. **BOC Update**

- October exam-Not all Branches send a representative to BOC meetings.
- BOC is being re-structured so there will be 15 members on the BOC with members from Branches that want a representative to be present
- BOC exam process and package discussed at BCIT by G. Steward.
- Next exam on April 15, 8 candidates repeating oral part of exam and 3 candidates are re-submitting reports

Motion to cover G. Stewart's expenses to attend BOC Meetings and Examiner's Training in Newfoundland. Moved and seconded. Motion carried.

2. **Funding request for annual licensing officers' conference (Sun Peaks, April 11th and 12th)**

3.

- Last year spent around \$100

4. **Branch Executive membership renewal reminder**

- Please renew CIPHI membership

Motion to adjourn.