

BC Branch CIPHI Executive Council Meeting
Welch Room 535 Hornby Vancouver
March 6, 2009

ITEM	DETAILS	ACTION ITEM(S)
	Meeting called to order by J Egeler at 08:50 First face to face meeting.	
1.00	Roll Call	
	Present: Steve Chong, Keir Cordner, Isher Deol, Jasmina Egeler, Ingo Frankfurt Nigel Headley, Sonia Hundal, Grace MacIver, Paul Markey, Ashleen Nadan, Sarah Nicklason, Shawna Scafe, Gary Tam Regrets: Greg Baytalan, Kuljeet Chattha, Barbara Haworth, Jessica Ip, Guests: Alex Kwan, Gord Stewart, Tim Roark	
2.00	Approval of Agenda	
	Add – n/a Delete –n/a MOTION: Motion to approve agenda as amended. <i>Moved. Seconded. All in favour. Carried.</i>	
3.00	Approval of Minutes	
	MOTION: Motion to approve minutes as circulated. <i>Moved. Seconded. All in favour. Carried.</i> J Egeler – Reviewed action items: Gift certificate purchased and provided to Greta Kos; K Cordner contacted Lorraine Woolsey to arrange student focus groups; E-mail David Butt to take off EPHW; J Egeler has Member of the Year plaque to give to Lis Vallaster; Two template letters, members and non-members, to be mailed out to retired EHOs.	
4.00	Email Motions	
	> J Egeler – E-mail motions are not communicated to members. Include e-mail motions in agenda. Since January, three motions carried out: Approved \$500 donation to Kananaskis Conference, approved Casey Neathway for John A Stringer Award, approved \$100 towards in-service up North. > T Roark – Those with a strong opposition for a motion/controversial motion – to be sent to all board members. J Egeler stated to be put under debate for conference call	
5.00	Business Arising	
5.01	Sewerage Systems Leadership Council Committee & Sewerage Systems Regulation Improvement Coalition	

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	<p>> T Roark – have not seen report in detail, J. Egeler to send out report to members (75 pages). Articling students and lawyers. Research excellent. Two options provided in report: Fix system or go back to regulated system. Report hand delivered Wed at 1 pm to Ministry of Health, Health Living and Sport, and all registering bodies outside of health. Vancouver Sun got a hold of report. Quote from Ministry stating very interested in information. Press Release from Ministry stating working closely with coalition and put a lot of report together.</p> <p>> Current regulations allow greater development of properties that otherwise PHI would reject.</p> <p>Receiving e-mails from many people about fraudulent contractors, Asking if they can do anything. Hope institute will continue to support initiative. Work with ministry and other associations. And new regulations to protect health of public.</p> <p>Coalition provided outline of how doc to sent out. Media release to Environmental Law Center. ELC tight connections to reporters. Did not put on Canada Wire. J Egeler received calls from Tim Lambert – unhappy. He wants two answers from CIPHI, are we attached to the NDP political group. What is out position of submission? What is our response?</p> <p>> G MacIver – respond in writing, go to constitution, what is our mandate, and support public health. We encourage an open discussion. Participating and not supporting a public party. We are advocates of Public Health.</p> <p>> K Cordner - review constitution</p> <p>> S Chong – has copy of constitution. Agrees need written response. Was the communication strategy reviewed by CIPHI? Unprofessional how it was sent to the public.</p> <p>> J Egeler – unaware how ELC was going to handle the media release. G Rice stated ELC sent conditions to reporters to not contact Ministry for certain time frame. It was a project by law students and they sent it out</p> <p>> T Roark - sent e-mail to ELC requesting that the report go to Ministry before it goes to media > K Cordner – Ministry to submit a written statement of what their concerns.</p> <p>- Issues the Ministry needs to address to the coalition. CIPHI needs to send written response to Ministry on our involvement</p> <p>> G MacIver – to put motion forward during meeting. Defer motions to after lunch.</p> <p>> J Egeler - to have communication ASAP to ministry by next week.</p> <p>> P Markey – everyone knows there is a problem with legislation. Nothing is being done at the moment. Within coalition and branch are no political cloudiness. Field level and public health at heart and driving the point</p>	

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	forward strong. Statement to ministry to be very basic.	ACTION: To send communication to Ministry with in a week.
5.02	<p>Continuing Professional Competency Focus Groups</p> <ul style="list-style-type: none"> • K Cordner provided an update on the focus groups held in BC – one for students at BCIT, one for working EHO's. A copy of the focus group report was distributed and the highlights were discussed. Further revisions will be made to the CPC based on feedback from the focus groups. Next step will be to distribute the revised document to members for a Canada wide review. 	
5.03	<p>Constitution and Bylaws review (conducted after lunch)</p> <ul style="list-style-type: none"> > S Chong - tasks Registrar has on file. All amendments have been filed. Proxy voting with election of officer. > T Roark was able to visit registrar in Victoria. Process of going through any that are missed. > T Roark – last one 1988 – anything after that we have. Anything past that? > S Chong - From memory: amendment changed membership renewal dates. Obligated to file and make changes from AGM. Are we able to file from previous general mtg. is there a timeframe. T Roark did not find that. > G MacIver – to check minutes <p>Proxy Voting – draft a motion, resolution to delete 3 sections of current bylaws. Replace with new wording. Replacing section 21. Editing and add sentences. Highlights: Proxy voting for election of officers. Any such proxy must be issued by Recording Secretary 30 days prior to annual general meeting.</p> <p>Section 22: Officer must notify 60 days prior. Recording Secretary to notify 30 days prior to membership.</p> <ul style="list-style-type: none"> > G MacIver - does writing include e-mail? <p>Section 39: Recording Secretary will receive resolutions 60 days before AGM and notify members 30 days in advance. Administration process.</p> <p>E-mail is it acceptable for writing: if it is in by-law if you can ensure the e-mail is sent by the person. The actual proxy vote: If you scanned and e-mailed it, and send original copy. Or mail to person attending. Scan and e-mailing is accepted as legal process.</p> <ul style="list-style-type: none"> > J Egeler – to send e-mail to other branches how they do it. 	<p>ACTION: G MacIver to follow-up and explore our options regarding different forms of writing including e-mail.</p> <p>ACTION: Complete bylaw changes prior to next AGM. (30 days prior). S Chong to</p>

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	<p>Add to bylaw – the form of the proxy.</p> <ul style="list-style-type: none"> > J Egeler – e-mail is sufficient for notices if your by-laws state it. > G MacIver – to find out what is allowed legally. > G MacIver – future AGMs include others by video conferences/ audio 	<p>circulate to executive.</p>
5.04	<p>Membership Services Center</p> <ul style="list-style-type: none"> > J Egeler – Some received the e-mail request to sign up. - Provide feedback to J Egeler on how the process is going for EHOs - Some people are finding it frustrating process. Filter for security. - Include information on why the security is needed. More complex then most passwords. - Manage personal profile/ BC Branch J Egeler/K Cordner have access (view only). National office has greater security clearance. 	
5.05	<p>Committee Updates</p> <ul style="list-style-type: none"> > Membership – (S Scafe) – conference call in January – increase membership. Re-writing current letter. Outside committee work – sewage council mtg. E-mail S Scafe about other outside work. > J Egeler – add into letter the members service center. BC Page – include the letter in next issue > Social – Need a Chair for committee. Booking X-mas venue in advance. Social committees to put events on. > T Roark – meeting in Okanagan or interior. Special meeting. Organize. Alberta has two meetings. > G MacIver- video conferencing in different locations. Satellite. > J Egeler- may want to consider bringing speakers to AGM – more interesting. Learning component. > Website (K Cordner) – unable to do tele-conference. Minimal, updating/improvements. Utilizing David Butt to update content. > T Roark– recommendations please send to K Cordner. Contact information to Webmaster. More information and pertinent to members. > J Egeler – to send minutes to D Butt. > Education (P Markey) – Income statement submitted: came out with more profit than anticipated. Revenue: 42, 640.91 and Expenses: 25 741.35. 	<p>ACTION ITEM: Need social committee chair.</p>