

BC BRANCH CIPHI EXECUTIVE MEETING
Tuesday September 26, 2006
Minutes

Present: Steve Chong, Jennifer Flaten, Roopy Khatkar, Shawn Parhar, Tara Hluchy, Gord Stewart, Sonia Hundal, Joanne Lum, Lis Vallaster, Jasmina Egeler, Nigel Headley

Regrets: Salima Kassam, Brent Zaharia, Jeff Kresowaty, Keir Cordner, Kuljeet Chattha, Tim Roark,

1. Approval of minutes

Motion to approve minutes moved by Lis Vallaster, seconded by Jennifer Flaten

1. Old business

a. BOC Update

- Rooms are booked at New Westminster Key
- Modified format, some changes (ie. no recording of response required). Also, two versions of exam.
- **Motion to approve Gord Stewart's trip to Washington for the BOC meeting moved by Steve Chong and seconded by Tara Hluchy**
- **Motion to add Tara Hluchy and Greg Baytalan to list of BOC examiners moved by Steve Chong and seconded by Jennifer Flaten**
- If MHOs want to participate in the BOC exam we will accept them

Action: Jasmina Egeler will draft a letter to the MHOs and invite them to participate in the process.

b. Draft sewerage paper

- Action: Jasmina Egeler will contact Lucy Beck, Director of Health Protection NHA, to discuss position paper. Encourage Trevor Getty to publish his paper.

c. Education conference summary

- Waiting for expenses to come in. \$18,000 profit made

d. BC Branch job descriptions

- Shawn Parhar and Jasmina Egeler have drafted job descriptions to clarify duties of all members on the executive.

e. 2007 CIPHI Conference Update

- Finalized social events and venues. Conference dates are June 18-20.

2. **Committees**

a. **Social committee**

- July 30, Softball tournament: Good turnout; encourage more participation from other regions, broke even on the event. Vancouver won the tournament.
- Run for the Cure: Encourage support, two donators and seven registered runners.
- December 6 is the Christmas luncheon. Location and menu to be discussed.

b. **Promotions/Advocacy Committee**

- This would be important to have within the Branch (i.e. career fairs). Put an advertisement in the BC page for request of volunteers.

Action: Jasmina Egeler to send an email to executive to form committee.

3. **New business**

a. **BCIT career fairs**

- Jasmina attending SFU fair

b. **Public Health Agency of BC Article**

- Keir Corder will put article together on challenges of inspecting in remote areas

c. **Volunteer Application form**

- Forward feedback to Jennifer Flaten. Application will be put on website and **BC Page**

d. **Environmental Public Health week**

- Get action plan together for January. This would be done by Promotions/Advocacy committee (once formed).

e. **Storage facility**

- Need to find space to store materials, display signs, flyers, etc. This will help with keeping inventory. Need quotes from storage facilities (approx \$30-40 per month). Storage must be accessible and in a convenient location. We have to decide which items will be used again and which items to recycle/discard.

Action: Shawn Parhar to research possible storage facilities for next meeting.

Motion to adjourn meeting by Shawn Parhar.