

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

75TH ANNUAL GENERAL MEETING

MAY 4TH, 2009

KANANASKIS DELTA LODGE

KANANASKIS, ALBERTA

2:35 PM MTN

Prepared by:

Adam Grant
Claudia Kurzac
Jasmina Egeler
Phi Phan
Ken Cross
Rick Sokolowski
Peter Heywood
Josée Thériault
Barry MacGregor
Darryl Johnson

National President
Immediate Past President
BC Branch President
AB Branch President
SK Branch President
MB Branch President
ON Branch President
NB Branch President
NS / PEI Branch President
NL Branch President

Robert Bradbury
Michael Florian
Len Gallant
Mike LeBlanc
Debra Losito
Domenic Losito
Tim Roark
Klaus Seeger
Ann Thomas

AEC 2009
EHFC
Retirees Advisory
Webmaser
EHR
EHR / IFEH / AEC 2010
Historian
Public Health History Project
Board of Certification

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CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS
75TH ANNUAL GENERAL MEETING

AGENDA

MAY 4TH, 2009

**KANANASKIS DELTA LODGE
1 CENTENNIAL DRIVE
KANANASKIS VILLAGE, ALBERTA**

2:35 pm MTN

1. Call to Order
2. Appointment of Officials:
 - a) Parliamentarian
 - b) Sergeant-at-Arms
 - c) Scrutineers
3. Roll Call of Officers
4. In Memoriam
5. Approval of Agenda
6. Approval of the 74th Annual General Meeting Minutes – July 21st, 2008, St. John's, NL
7. National President's Report – Adam Grant
8. Immediate Past President's Report – Claudia Kurzac
9. Branch President's Reports:
 - a) British Columbia Branch – Jasmina Egeler
 - b) Alberta Branch – Phi Phan
 - c) Saskatchewan Branch – Ken Cross
 - d) Manitoba Branch – Rick Sokolowski
 - e) Ontario Branch – Peter Heywood
 - f) New Brunswick Branch – Josée Thériault
 - g) Nova Scotia / Prince Edward Island Branch – Barry MacGregor
 - h) Newfoundland and Labrador Branch – Darryl Johnson
10. Chair, Board of Certification Report – Ann Thomas
11. Committee Reports:
 - a) Nominations – *No Election this Year*
 - b) Awards – Phi Phan
 - c) Finance – Jasmina Egeler
 - d) Budget – Jasmina Egeler
 - e) Membership – Josée Thériault
 - f) Constitution and By-laws – Darryl Johnson

- g) Website – Mike LeBlanc
- h) Environmental Health Review – Domenic Losito
- i) Historian – Tim Roark
- j) Environmental Health Foundation of Canada – Michael Florian
- k) Retirees Advisory Committee– Len Gallant
- l) CIPHI AEC 2008 – Darryl Johnson
- m) CIPHI AEC 2009 – Robert Bradbury
- n) IFEH 2010 World Congress / CIPHI AEC 2010 – Domenic Losito
- o) Advocacy – Jasmina Egeler
- p) Data Management Project – Adam Grant
- q) Continuing Professional Competency Project – Phi Phan
- r) Public Health History Project – Klaus Seeger

12. New Business:

- a) CIPHI Website – *How To Page* (Please see Appendices)
- b) CIPHI Website – *Frequently Asked Questions* (Please see Appendices)
- c) Appointment of NEC representatives to the BOC

13. Notices of Motion:

- Motion #1
- Motion #2
- Motion #3
- Motion #4
- Motion #5

14. Next Meeting: September 6th, 2010, Vancouver, BC

15. Adjournment

IN MEMORIAM

These esteemed colleagues will be sadly missed.

Fred Alcock – BC Branch

George Armson – BC Branch

Dan Armstrong – BC Branch

Eric Bartlett – Saskatchewan Branch

Ronald Belak – Saskatchewan Branch

Ross Campbell – Ontario Branch

Wilmar Cave – SK Branch

Morven Ewan – BC Branch

Don Marks – BC Branch

Ben Mueller – ON Branch

Les Nicholson – ON Branch

Griff Owen – BC Branch

Dr. Ken Pennifold – Alberta Branch

Ken Reynolds – Alberta Branch

Robert Stickland – BC Branch

Herb Waters – Ontario Branch

74TH ANNUAL GENERAL MEETING**DRAFT OF MINUTES TO BE APPROVED**

**July 21st, 2008
Delta St. John's Hotel
St. John's, NL**

ITEM	DETAILS	ACTION ITEM(S)
1.00	Call to order <ul style="list-style-type: none">• C KURZAC welcomes and thanks all for attending• Meeting called to order• Welcomes CIPHI Life members	
2.00	Appointment of Officials <ul style="list-style-type: none">• Parliamentarian<ul style="list-style-type: none">◦ Thanks to Brian Hatton• Sergeant-at-Arms<ul style="list-style-type: none">◦ Thanks to Alan McMullan• Scrutineers<ul style="list-style-type: none">◦ Thanks to Peter Heywood and Tamela Carroll	
3.00	Roll Call of Officers <ul style="list-style-type: none">• NL, NS, NB, ON, MB, SK, AB, BC, Past President, National President, All present	
4.00	In Memoriam <ul style="list-style-type: none">• C Kurzac read out the names of members of the profession deceased in the past year;• Francis Peters, Life Member, SK Branch, April 2008• Michael Kulyk, MB Branch, April 17th, 2008,• Clarence Bernier, MB Branch, July 10th, 2008• Russ Sankey, BC Branch, July 1st, 2008• Fred Alcock, BC Branch, 2008• John McMullen, NS/PEI Branch, July 10th, 2008	

ITEM	DETAILS	ACTION ITEM(S)
	<ul style="list-style-type: none"> Paul MacDonnell, NS/PEI Branch Bernard Bedore, ON Branch, June 17th, 2008 Also recognized was the passing of Dr. Sheila Basrur of Ontario The membership stood for a moment of silence 	
5.00	Approval of Agenda	
	<ul style="list-style-type: none"> The Notice of Motion included in the AGM package is incorrect. Members asked to refer to the Notices of Motion on the screens. <p><u>Motion to approve agenda</u> <i>D BUTT / B CHRAPKO. All in favour. Carried.</i></p>	
6.00	Approval of the 73rd Annual General Meeting Minutes - June 21st, 2007, Kelowna, BC	
	<p><u>Motion to approve minutes</u> <i>M FLORIAN / P SCHARFE. All in favour. Carried.</i></p>	
7.00	Business Arising	
	<p><u>Legal opinion regarding notices of motion at CIPHI AGM's</u></p> <ul style="list-style-type: none"> A legal opinion was obtained following the 2007 AGM. The opinion was that once a Notice of Motion has been circulated to the membership, it belongs to the members at the meeting and amendments can be made. The NEC to review / revise the form of proxy that is circulated prior to the next AGM. 	NEC
8.00	National President's Report	
	<p><u>Motion to accept report</u> <i>R BRADBURY / K CROSS</i></p> <ul style="list-style-type: none"> C Kurzac thanked the membership for the opportunity to hold the post of National President No further discussion <p><i>All in favour. Carried.</i></p>	
9.00	Immediate Past President's Report	
	<p><u>Motion to accept report</u> <i>R BRADBURY / A GRANT. All in favour. Carried.</i></p>	

ITEM	DETAILS	ACTION ITEM(S)
10.00	Branch President's Reports	
10.01	<u>BC Branch</u> <u>Motion to accept report</u> <i>J EGELER / P PHAN. All in favour. Carried.</i>	
10.02	<u>AB Branch</u> <u>Motion to accept report</u> <i>P PHAN / R SOKOLOWSKI. All in favour. Carried.</i>	
10.03	<u>SK Branch</u> <u>Motion to accept report</u> <i>K CROSS / R SOKOLOWSKI. All in favour. Carried.</i>	
10.04	<u>MB Branch</u> <u>Motion to accept report</u> <i>R SOKOLOWSKI / T CARROLL. All in favour. Carried.</i>	
10.05	<u>ON Branch</u> <u>Motion to accept report</u> <i>A GRANT / P SCHARFE. All in favour. Carried.</i>	
10.06	<u>NS/PEI Branch</u> <u>Motion to accept report</u> <i>D MACINTOSH / G O'TOOLE. All in favour. Carried.</i>	
10.07	<u>NB Branch</u> <u>Motion to accept report</u> <i>G O'TOOLE / S MCLEAN. All in favour. Carried.</i>	
10.08	<u>NL Branch</u> <u>Motion to accept report</u> <i>D JOHNSON / K CROSS. All in favour. Carried.</i>	
11.00	Chair, Board of Certification (A THOMAS)	
	<u>Motion to accept report</u> <i>A THOMAS / M TONERY. All in favour. Carried.</i>	

ITEM	DETAILS	ACTION ITEM(S)
12.00	Committee Reports	
	<p>President & President-Elect Nominations:</p> <p><u>Motion to accept report</u> <i>R BRADBURY / R SOKOLOWSKI. All in favour. Carried</i></p> <p>One nomination for the post of National President- Adam Grant elected by acclamation-Congratulations!</p> <p>No nomination received for the post of National President-Elect</p>	
12.01	<u>Nominations / Awards (P PHAN)</u>	
	<ul style="list-style-type: none"> • <i>Honorarium and Life Member awards need approval by AGM</i> • Nomination to Dr. Predy for <i>Honourable Member Award</i> <ul style="list-style-type: none"> ○ <u>Motion to accept 2008 award</u> <i>P PHAN / R BRADBURY. All in favour. Carried.</i> • 2nd <i>Honourable Member Award</i> nomination to Mr. Duncan Ellison <ul style="list-style-type: none"> ○ <u>Motion to accept 2008 award</u> <i>P PHAN / T ROARK. All in favour. Carried.</i> • Nomination of Mr. Mark Allan, NB Branch, for <i>Life Member Award</i> <ul style="list-style-type: none"> ○ <u>Motion to accept 2008 award</u> <i>P PHAN / G O'TOOLE. All in favour. Carried.</i> 	
12.02	<u>Finance (J EGELER)</u>	
	<p><u>Motion to accept report</u> <i>J EGELER / R BRADBURY. All in favour. Carried.</i></p>	
12.03	<u>Budget (J EGELER)</u>	
	<p><u>Motion to accept report</u> <i>J EGELER / R SOKOLOWSKI. All in favour. Carried.</i></p>	
12.04	<u>Membership (G O'TOOLE)</u>	
	<p><u>Motion to accept report</u> <i>G O'TOOLE / T CARROLL</i></p> <ul style="list-style-type: none"> • Moving forward, reporting will include the previous year, rather than partial year reporting (C KURZAC) • Question regarding Quebec branch. C Kurzac advised that the NEC has formed a committee with members from the Retirees Advisory committee and two NEC representatives to explore the possibility of re-establishing a Quebec Branch. There is some interest. A few volunteers are working on translating a French version of the CIPHI website. 	

ITEM	DETAILS	ACTION ITEM(S)
	<ul style="list-style-type: none"> Question if a breakdown in provincial drop-out rates can be included? C Kurzac advised this will be done. Membership report to include a breakdown by membership category and branch. No further questions <p><i>All in favour. Carried.</i></p>	
12.05	<p><u>Constitution and Bylaws (D JOHNSON)</u></p> <p><u>Motion to accept report</u> D JOHNSON / R BRADBURY</p> <p><i>All in favour. Carried.</i></p>	
12.06	<p><u>Website (M LEBLANC)</u></p> <p><u>Motion to accept report on behalf</u> R SOKOLOWSKI / SHAW. <i>All in favour. Carried.</i></p>	
12.07	<p><u>Environmental Health Review (N LOSITO)</u></p> <p><u>Motion to accept on behalf</u> A GRANT / D BUTT. <i>All in favour. Carried.</i></p>	
12.08	<p><u>Historian (T ROARK)</u></p> <p><u>Motion to accept report</u> T ROARK / B CHRAPKO</p> <ul style="list-style-type: none"> T Roark spoke to his report and noted the history project was moving forward. The Public Health Agency of Canada was interested in the project (the project involves compiling a history of Public Health in Canada). <p><i>All in favour. Carried.</i></p>	
12.09	<p><u>Environmental Health Foundation of Canada (D ELLISON)</u></p> <p><u>Motion to accept report</u> D ELLISON / K CROSS</p> <ul style="list-style-type: none"> Duncan Ellison spoke to his report and thanked the CIPHI membership for their continued support of the EHF(C). <p><i>All in favour. Carried.</i></p>	

ITEM	DETAILS	ACTION ITEM(S)
12.10	<p><u>CIPHI Retirees Advisory Committee (L GALLANT)</u></p> <p><u>Motion to accept report</u> <i>L GALLANT / T CARROLL</i></p> <ul style="list-style-type: none"> Reminder that the Committee will be meeting over the next two days. C KURZAC thanked all of the volunteers of this committee and the Public Health Agency of Canada for their support in bringing all of the retirees to this conference. <p><i>All in favour. Carried.</i></p>	
12.11	<p><u>IFEH 2010 World Congress (C KURZAC)</u></p> <p><u>Motion to accept report</u> <i>J EGELER / D BUTT</i></p> <ul style="list-style-type: none"> C Kurzac spoke to the report <p><i>All in favour. Carried.</i></p>	
12.12	<p><u>CIPHI AEC 2007 (J EGELER)</u></p> <p><u>Motion to accept report on behalf</u> <i>J EGELER / K SEEGER. All in favour. Carried.</i></p>	
12.13	<p><u>CIPHI AEC 2008 (D JOHNSON)</u></p> <p><u>Motion to accept report</u> <i>D JOHNSON / A GRANT</i></p> <ul style="list-style-type: none"> D Johnson spoke to the report. The conference has been a huge effort for the NL Branch members but is going very well. <p><i>All in favour. Carried.</i></p>	
12.14	<p><u>CIPHI AEC 2009 (R BRADBURY)</u></p> <p><u>Motion to accept report</u> <i>R BRADBURY / B CHRAPKO. All in favour. Carried.</i></p>	
12.15	<p><u>Resolutions (D JOHNSON)</u></p> <p>No resolutions received.</p>	

ITEM	DETAILS	ACTION ITEM(S)
12.16	<p><u>Advocacy (A GRANT)</u></p> <p><u>Motion to accept report</u> <i>A GRANT / J EGELER.</i></p> <ul style="list-style-type: none"> Discussion. <p><i>All in favour. Carried.</i></p>	
12.17	<p><u>Data Management Project (A GRANT)</u></p> <p><u>Motion to accept report</u> <i>A GRANT / P HEYWOOD</i></p> <ul style="list-style-type: none"> A Grant spoke to his report <p><i>All in favour. Carried.</i></p>	
12.18	<p><u>CIPHI Continuing Competency Project (C KURZAC)</u></p> <p><u>Motion to accept report</u> <i>R BRADBURY / G O'TOOLE</i></p> <ul style="list-style-type: none"> Funding from the Public Health Agency of Canada has helped to move the project along. <p><i>All in favour. Carried.</i></p>	
13.00	New Business	
13.01	<p><u>CIPHI AEC Bids</u></p> <ul style="list-style-type: none"> Expressions of interest have been received. No formal bids received to date. 	
13.02	<p><u>Appointment of National Executive Council representatives to the Board of Certification</u></p> <ul style="list-style-type: none"> The NEC recommends two members to be the representatives of the NEC on the BOC. <u>Motion to appoint Eric Serwotka and Nina Van Der Pluijm</u> <i>P PHAN / A GRANT. All in favour. Carried.</i> 	
14.00	Notices of Motion	
	<ul style="list-style-type: none"> Due to the number of Notices of Motion, the voting process will be to count opposed votes first, abstain second, in favour third, and then proxies. This will make counting of the votes in the room easier. 	

ITEM	DETAILS	ACTION ITEM(S)
	<p><u>Motion #1:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 1 • Call the question, 61 in favour • Proxies, all in favour • Motion carries unanimously <p><u>Motion #2:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 2 • Call the question, 61 in favour • Proxies, all in favour • Motion carries unanimously <p><u>Motion #3:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 3 • Comment on promotion of profession, intent of association • Comment on Environmental health (Brad)... perhaps another motion to look at the mandate on the health of Canadians... who is the health we are protecting... to be revisited at the next AGM • What is the definition of a Canadian? • Call the question, 61 in favour • Proxies, 1 against • 127 in favour, 1 against • Motion carries <p><u>Motion #4:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 4 • No further questions • Call the question, 61 in favour • Proxies, all in favour • Motion carries unanimously <p><u>Motion #5:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 5 • Call the question, 61 in favour • Proxies, 3 opposed • Motion carries 	

ITEM	DETAILS	ACTION ITEM(S)
	<p><u>Motion #6:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 6 • Call the question, 61 in favour • Proxies, all in favour • Motion carries unanimously <p><u>Motion #7:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 7 • Call the question, 61 in favour • Proxies, 2 opposed • Motion carries <p><u>Motion #8:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 8 • Motion to amend motion 8, EPHI to PHI • Moved by Darryl, second Adam Grant • Call the question, all in favour of amending wording • Call the question, 61 in favour of motion 8 • Proxies, 3 opposed • Motion carries <p><u>Motion #9:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 9 • Call the question, 61 in favour • Proxies, 3 opposed • Motion carries <p><u>Motion #10:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 10 • Call the question, 61 in favour • Proxies, all in favour • Motion carries unanimously <p><u>Motion #11:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 11 • Motion to amend word “company” to “corporation” • Moved by Darryl, second Adam 	

ITEM	DETAILS	ACTION ITEM(S)
	<ul style="list-style-type: none"> • Call the question, all in favour of amending wording • Call the question, 61 in favour of motion 11 • Proxies, all in favour • Motion carries unanimously <p><u>Motion #12:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 12 • Motion to amend section wording from “44C” to “43 C” • Moved by Darryl, second Adam Grant • Call the question, all in favour of amendment • Motion to amend motion to replace “institute” with “corporation” • Call the question all in favour of amendment • Call the question, 61 in favour of motion 12 • Proxies, all in favour • Motion carries <p><u>Motion #13:</u></p> <ul style="list-style-type: none"> • Darryl Johnson reads Notice of Motion 13 • Call the question, 61 in favour of motion 13 • Proxies, all in favour • Motion carries unanimously <p><u>Motion to move to destroy the proxies</u> <i>D BUTT / B CHRAPKO. All in favour. Carried.</i></p> <ul style="list-style-type: none"> • Thank you to Rob Bradbury 	

15.00 Next Meeting

May 4th, 2009; Kananaskis, AB

16.00 Adjournment

Motion to adjourn AGM
R DEBERGER / F O'BRIEN

Unapproved

NATIONAL PRESIDENT'S REPORT

I wish to extend warm greetings to all our members on behalf of the National Executive Committee. As I did not assume the role of National President until late July, the 2008 - 2009 year has been a short one. During the past eight months the NEC, National Office, the National Committees, and their dedicated volunteers have worked tirelessly to deliver on key initiatives we've been aiming toward over the past several years. The CIPHI Members' Service Centre was launched in February; our new National Office completed key transitional projects; and our Core Competencies Project Team published our Discipline-Specific Competencies Document. These moves forward were only possible as a result of CIPHI volunteers efficiently working hand-in-hand with paid professionals.

It is important that I recap the developments of the past year from a personal vantage point. I have been involved with CIPHI on a voluntary basis for the past seven years, and have worked in the profession for more than twelve. My personal motivation for becoming active within CIPHI stemmed from my own disappointment and criticism of the organization upon entering the profession. Anyone who worked with me during my first seven years as a PHI / EHO will tell you I was a loud and harsh critic. It was my opinion that CIPHI sorely lacked infrastructure and a basic understanding of our profession. But what I didn't realize then was that there were others that shared my same criticisms and concerns, and that this unrest had already begun to evoke change within the Association. Thanks to the efforts of our volunteers and supporters, CIPHI has finally acquired an effective infrastructure via the new Member Service Centre and office support services, and strides have been made in understanding and defining our professional competencies.

So – how did we get to where we are today? These accomplishments result from a combination of many factors, including timing, luck, a change in philosophy, and the effective use of professional services.

The timely opportunity for implementing change came at a low point in Canada's Public Health history. As Professionals, during the past decade we have been responsible for dealing with a variety of high-profile public health crises such as SARS, West-Nile Virus, North Battleford, and lest any of us ever forget Walkerton. The grumblings amongst the members at that time about the validity of CIPHI and the profession were being publicly echoed by politicians, policy-makers, and Canadians in general. The country clearly demanded that its public health system change to become more accountable. At this very same time, Environmental Public Health Professionals wanted a professional standard to express their accountability. It finally seemed that the public outcry for responsibility mirrored the concerns CIPHI members were voicing about the importance of establishing professional standards.

Luck graced CIPHI in the form of the Public Health Agency of Canada (PHAC) and the Federal Government's political will to help bolster the Canadian Public Health Workforce. PHAC approached CIPHI with an offer to not only support, but aid in the improvement of our Association's infrastructure, providing that we share our methods with our fellow Public Health Disciplines. To date, never has a single individual nor an entire organization provided our Association with as much assistance, support and resources as PHAC, and for this CIPHI gratefully acknowledges being a benefactor of the Agency.

As a result of numerous failed past attempts to secure recognition as "health professionals," CIPHI underwent a philosophical shift in its approach to obtaining a "professional status". One significant previous obstacle encountered by members was the distinction that a "health professional" provide direct care for patients. As Environmental Public Health Professionals, our members are not responsible for providing direct care for anyone. Instead, we instruct, regulate, and support those professionals that do provide direct care.

CIPHI was left feeling like a square peg that was trying to fit into a round hole. In addition to not meeting the definition of "health professionals", this attempt to classify our designation was counter-intuitive to the existence of a national organization. Should we have successfully rammed our square peg into a round hole, CIPHI would have undoubtedly been faced with the same type of college system that doctors and nurses must abide by today - a system that is Provincial rather than National. CIPHI would have lost its

ability to openly practice across the country. After extensive and critical discussion, the NEC refined its aims in seeking professional status. We made the philosophical commitment to stop hammering the square peg and thus resolved to become a self-regulated profession. CIPHI ceased its attempts to satisfy pre-established definitions that did not suit the profession and instead focused on becoming recognized in the capacity that we saw ourselves. This single decision allowed CIPHI to pool the resources that were once exclusive to the Branches and will in future allow us to exert our control over the creation of a self-regulated Environmental Public Health Professional standard.

Finally, members needed to recognize that in order to be effective and move forward, CIPHI must balance volunteerism with paid expertise. Due to financial constraints and a lack of resources in the past, until a few years ago, CIPHI conducted project work exclusively through volunteer efforts. It is only as a result of the recent support of PHAC that CIPHI has been graced with the ability to hire professionals to get the vast project work done.

Thanks to grants and generous contributions, CIPHI was able to hire professionals to produce the Members' Service Centre, publish the Discipline-Specific Competencies, manage our Core Competencies Projects, and provide professional office support services. Over time, the NEC has come to realize that while its members are effective Environmental Public Health Professionals, they are not project managers, graphic artists, or efficient office support service providers. To be successful, CIPHI must continue to recognize, respect, and utilize the skills that other professions possess and we as an organization require.

So – how will CIPHI proceed in the future? Our Association must make the most of timely opportunities, continue to partner with PHAC and other public health partners, persevere in our mission to create our own National self-regulated standard, and economize by efficiently using other professional services. With the continued support of agencies like PHAC and our members, CIPHI can successfully move our organization forward to implement changes that have eluded us for decades.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Adam Grant", with a long, sweeping horizontal line extending to the right.

Adam Grant
National President, CIPHI

IMMEDIATE PAST PRESIDENT'S REPORT

I would like to start off by sharing a quote I heard at a meeting with a partner organization of the Canadian Institute of Public Health Inspectors (CIPHI). The discussion was around the work CIPHI is engaged in developing professional standards and recognition. One of the meeting attendees stated, ***"We have little confidence in CIPHI accomplishing all of these goals due to a lack of executive leadership. CIPHI has a long legacy of burning out volunteers."***

The sober reality is that none of us around the table who volunteer our time for CIPHI could dispute or take offence with this statement. It is the truth. I have to say this comment really made me think about how CIPHI is perceived by our partners, stakeholders and the public. If I were to ask myself if CIPHI is perceived as a professional, well organized, effectively managed professional organization by our partners, stakeholders, and the public, I'm afraid that despite the best efforts of many volunteers, the answer may be no.

Most of us volunteering our time to the National Executive Council of CIPHI envisioned ourselves dealing with issues relating to advocating on Environmental Public Health issues and membership when we volunteered for executive positions. The reality is that a good deal of our time is taken up with the business side of the professional association due to a lack of executive leadership such as an Executive Director and yes, a lot of things fall through the cracks.

This comment reinforced my own concerns about moving CIPHI forward as a truly professional association without the support of a strong, effective, business-minded leader to provide oversight on the myriad of CIPHI committees and activities, provide a "go to" person to be the voice of CIPHI as well as continuity and a corporate memory. The need for such leadership is growing and can't be ignored. As long as I am a CIPHI volunteer, I will continue to lobby for CIPHI to take this step and employ some form of executive leadership.

On a positive note, CIPHI continues to benefit from the association management services provided by MPS Executive Suites based in Vancouver, BC. The professional staff at MPS provides secretariat services to CIPHI and CIPHI benefits from the "surge" capacity that MPS has to deal with the ebb and flow of our business. In addition to this increased secretariat capacity, CIPHI has realized savings in teleconferencing rates and banking rates through Karlene Mark-Eng's negotiation abilities. Karlene has also passed on the teleconferencing savings to CIPHI Branches. A big thank you to Karlene, Deserae, Laura, Dianne, Sarah and Bonnie for "keeping the ship afloat" and for your infinite patience with us!

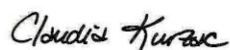
The National Executive Council decided earlier this year to suspend the CIPHI National Newsletter publication for the time being. After a review of what was needed in the way of electronic communication, a decision was made to move to a short (one page) bulletin type of publication on an as needed basis to communicate National Executive Council activities. It is hoped this change will fill a communication gap and reduce duplication with other CIPHI communication tools.

Wondering where your CIPHI membership card is? The National Executive Council decided to switch to a more permanent type of membership card and certification wallet card. Sourcing and purchasing the equipment to generate these new cards is on my "to do" list. Look for the new cards to begin to be issued later this spring.

The National Executive Council is aware of increasing problems with the CIPHI email addresses. We are very concerned about the number of delivery problems related to CIPHI email addresses and will be taking steps to explore other options that will provide a more reliable service.

I would like to take this opportunity to recognize the hard work of the Alberta Branch members of the CIPHI Annual Education Committee 2009 and to congratulate them on hosting the CIPHI AEC. This premier CIPHI event would not happen without the enthusiasm and dedication of Branch volunteers. This year's committee led by co-chairs Robert Bradbury and Peer Mikkelsen have planned a stellar event in beautiful Kananaskis, AB. The organizing committee has the added challenge of hosting this event in fiscally challenging times but I know this committee is up to the challenge!

Respectfully submitted,

A handwritten signature in black ink that reads "Claudia Kurzac".

Claudia Kurzac
Immediate Past President, CIPHI

BRITISH COLUMBIA BRANCH PRESIDENT'S REPORT

This past year has been a busy one for the BC Branch. I would like to take this opportunity, as always, to thank the Branch Executive for all of its hard work and support during the past year.

I would like to report on the following:

1. Finances

The BC Branch's finances continue to be strong. The Fall Branch Conference generated over \$16,000 in profit, which has been invested in short term GIC's.

2. Out of Province FoodSafe Level I Certificates

The BC Branch partnered with the FoodSafe Secretariat to process certificates for FoodSafe Level I online learners outside of British Columbia. Although the Branch processed only 18 certificates in 2008, the Branch has processed twice as many in the first quarter of 2009.

3. Advocacy

The BC Branch continues to participate on the Sewerage Systems Regulation Improvement Coalition (SSRIC). The SSRIC's goal is to see the new Regulation amended and the necessary administrative changes made to bring those solutions into effect. The Coalition retained the University of Victoria's Environmental Law Centre (ELC) to help prepare a submission to government. Two ELC students conducted initial research on (a) comparing the old regulation to the new regulation, and (b) identifying the salient features of a viable self-regulatory model. That work evolved into a working draft of the Submission, which the Coalition then used as a foundation to prepare its recommendations.

The Branch executive participated in several career fairs to recruit prospective students into the profession. This continues to be an important activity for our Branch.

The BC Branch made contributions totalling \$730 to two BCIT Award funds this year: the John A. Stringer Award and the Bill Leith Award. These contributions corrected funding shortfalls and ensured the continued viability of these important awards. In addition, the Dr. Blatherwick Environmental Health Scholarship fund now totals \$52,000 after receiving a contribution from the Branch of \$3,585 in 2008.

4. Conferences

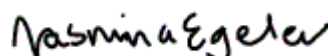
The BC Branch Fall Education Conference was held at River Rock Casino in Richmond, BC and was one fine example of great work by our Executive Branch committees and volunteers. Over 100 delegates from BC, NWT and Washington State enjoyed two full days comprising of a variety of engaging presenters. The conference included four BCIT student presenters and they put on a stellar presentation.

5. Other Important Activities

The Branch executive is reviewing the Branch Constitution and by-laws with the goal of making significant changes to proxy voting for election of officers. Each member should have the ability to exercise his or her rights and elect an officer of his or her choice even if they cannot attend the AGM in person. This will require some other changes in that nominations for executive positions should be provided well in advance in order to share the information with the entire membership. The Branch will present these changes at its 2009 AGM.

In closing, the BC Branch Board of Registration extended well wishes and a sincere thank you to Debra Losito who provided Registrar services for many years. On behalf of the BC Branch Membership we wish Debra the best of luck in all of her future endeavors.

Respectfully submitted,

A handwritten signature in black ink that reads "Jasmina Egeler".

Jasmina Egeler
British Columbia Branch President, CIPHI

ALBERTA BRANCH PRESIDENT'S REPORT

Dear Colleagues:

It is my privilege to provide a brief update on the activities of the Alberta Branch of the Canadian Institute of Public Health Inspectors (CIPHI).

Last fall, CIPHI Alberta members converged for the first ever Alberta Branch Workshop held in Grande Prairie, AB. Over two days, members had the opportunity to review the legalities of what we do and how Environmental Public Health is uniquely situated, both operationally and legislatively, to protect the public health. Of course, it can't be all work and no play for CIPHI, so the social committee brought everyone out for a bonspiel of curling fun. By all accounts, a great time was had by all who attended both the conference and the social event and the Branch looks forward to returning to the Peace Country in the near future.

In January, CIPHI Alberta celebrated another Environmental Public Health Week across Alberta, the Northwest Territories and Nunavut. Started in 2003, EPH Week was initiated as a means to increase the visibility of our profession, and every year since its inception gains are continually being made. With proclamations in various centres around the province including Grande Prairie, Brooks, Edmonton and Calgary, the integral work of environmental public health professionals are being heralded and recognized far-and-wide. Great thanks and appreciation are extended to the individuals across the Branch that volunteered and led the environmental public health charge this year!

Finally, I would to commend the organizing committee of the 75th Annual Education Conference. They have been working diligently and tirelessly for over three years to provide the exceptional conferencing experience that we are all sharing. The challenges of planning a conference are immense, but the hard work is clearly evident and on behalf of CIPHI Alberta and the membership of CIPHI nationally, I'd like to extend a heartfelt thanks. Your contributions to the provision of a stellar educational experience are truly appreciated.

As this is my last report as President of CIPHI Alberta, I'd like to sincerely thank all of the CIPHI volunteers that I have had the great fortune in working with over the past few years. It will never cease to amaze me how much time people are willing to freely give to our common goals. Oftentimes these sacrifices are not duly recognized, but these determined individuals continue to persevere and forge ahead to advance Environmental Public Health across Canada and around the world. I am better for having known and worked with each and every one of you.

Respectfully,

A handwritten signature in blue ink that reads "Phi Phan".

Phi H. Phan BSc
Alberta Branch President, CIPHI

SASKATCHEWAN BRANCH PRESIDENT'S REPORT

On behalf of the Saskatchewan Branch, I submit the following report on the activities of the Branch for the past year.

I am happy to report that the SK Branch Membership continues to grow. SK Branch would like to thank and acknowledge those employers who pay for their employee's memberships. Regina Qu'Appelle Health Region was the latest to join the others in this support. 10 of the 11 Health Regions now pay for CIPHI Memberships for their employees. Your support is greatly appreciated. I welcome all the new members and urge you to get involved and active in your Branch and CIPHI.

Six students will be convocating from The First Nations University of Canada (FNUC) in 2009 with 2 taking the BOC Examinations in April and four in the fall session. The program welcomed 10 new students to the program this year, making the total students in all years enrolled in the ENHS Program approximately 30. The FNUC would like to thank the health regions for supporting their students by providing practicums.

On November 4th and 5th, 2008, SK Branch hosted its first professional education and development seminar under the exceptional organizational skills of the Chair of the Educational Committee, Ryan Philipation. This seminar was dedicated to Ron Belak, SK Branch's longest serving member, whose dedication will be remembered always. 90 PHI's attended the free two-day seminar and because of its great success, new members have joined CIPHI. SK Branch is busy preparing for the second seminar this upcoming November. SK Branch will be honouring two members at this seminar with 25-year and 50-year Membership pins. More news to follow on this.

Environmental Public Health Week 2009 was another success. Members put on displays and educational materials in Health Region Offices, shopping malls, and throughout the various media to promote the week. Proclamations from all levels of government were received and CIPHI again educated the public on our profession. Thank you to all involved in the Environmental Public Health Week Committee for the poster design.

Michael Hayduk, Newsletter Editor, delivered his first edition of the new SK Branch Newsletter, much to the delight of all Members and the Executive. Accolades from members were abundant and he promises bigger and better work in the future editions. The most recent news article is the fun hockey invitational games hosted by Alberta Branch. Alberta has a history of playing against BC Branch but this year they invited SK Branch to a weekend of fun filled hockey and socializing in Medicine Hat. SK Branch Member Norm Kruesel was contacted and a team from SK Branch Members was formed. All who were involved had a great time and this looks like it could become an annual event. All involved were winners.

SK Branch's new website is almost complete with role out planned by the printing of this edition of EHR. The SK Branch Executive investigated various delivery companies and through our Treasurer Paul Ross, a local web designer was chosen. Plans are being finalized to engage the Membership and our new Web Master Brent Latimer to the new format. Work continues.

I would like to thank and introduce the 2009 SK Branch Executive: Past President - Doug Terry; Treasurer - Paul Ross; Secretary - Jon Gaudry; Councillors - Ryan Philipation, Mike McCann, Dwayne Djkwowich and Verna Law; Web master - Brent Latimer; and Newsletter Editor - Michael Hayduk. I am honoured to be working with such a dedicated and supporting team.

SK Branch offered its bursary package to its Members and I am pleased to announce 15 Members are in attendance at this year's 75th Annual Educational Conference. I extend congratulations to the Alberta Branch for hosting this year's event.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ken Cross".

Ken Cross,
Saskatchewan Branch President, CIPHI

MANITOBA BRANCH PRESIDENT'S REPORT

On behalf of the Manitoba Branch, I am pleased to provide an update and report on the activities of the Branch for the past year.

Membership

For 2008, the Branch membership was 70 members, down 3 from 2007. We saw an increase in student and corporate members, but a decrease in our regular membership. This can be attributed to a few retirements and the fact that we did not have a larger scale branch conference in 2008 as we had in 2007. Our experience has been that the larger scale conferences with more speakers and social offerings usually prompt a few non-members who are planning to attend the educational conference to renew their membership in CIPHI. Our 2008 membership was as follows:

Regular	Student	Retired	Life	Fraternal	Corporate
52	5	8	2	1	2

Financial

The branch is still in good financial health. A relatively steady membership and the annual branch conferences, regardless of scale, have been successful. We have also been able to not only maintain our commitment to providing assistance to members who attend National AEC's, but have increased it by 20% to \$2400. This is funding that goes toward AEC registration costs and is available to all members. Depending on the numbers who do take advantage of this opportunity, a member can receive up to the early bird registration costs when attending an out-of-province AEC. We were happy to see that there were 12 branch members in attendance at the AEC in St. John's. Although not all attending required branch assistance we did help a number of the attendees through our assistance fund. The branch has also committed to an annual donation to the EHFC.

Educational Conference

The branch held its 21st Annual Educational Seminar on May 8th and 9th, 2008 in Winnipeg. The speakers covered a wide range of topics focusing on current issues in core environmental health programs as well as a few side trips on: Ethics in Public Health, CPC update, and work of the NCCEH. The Manitoba branch is committed to hosting an educational conference for our members each year. However, because of the work and time commitment required for planning and running a conference, we have taken the approach of alternating between larger scale AEC's (3 days) and smaller scale AEC's (1-2 days). This gives all a chance to recharge, while at the same time continuing with providing educational opportunities for our members, allowing opportunities for the major Manitoba employers to consider funding assistance, and / or allowing employees to attend national AEC's.

Advocacy and Outreach

The branch continued to promote CIPHI and the work of all public health inspectors. The branch set up booths at 2 of the major shopping malls in Winnipeg to celebrate Environmental Public Health Week 2008, as well as distribute and post the EPH week poster at numerous locations throughout the province. We were also invited to set up a booth at Centrex, Manitoba's largest trade show for hotels, restaurants, bars, and food service industry, which is held annually at the Winnipeg Convention Centre. Branch members tended the booth over 2 days, April 13th and 14th. This was an excellent opportunity to connect with many people throughout the food service industry. Branch members again participated in hosting booths at student career symposiums.

Social Events

The Branch continues to sponsor functions in its efforts to offer an opportunity for members and friends to get together socially, renew acquaintances, and make new friends in a relaxed atmosphere. Our annual

Curling Bonspiel was held on January 12th, 2008, and the annual golf tournament was held on May 30th, 2008. Both were well-attended successes.

Annual General Meeting

The branch held its annual general meeting and elections on May 9th, 2008. The current Branch Executive is as follows:

President: **Rick Sokolowski**
Past President: **Stéfane Gravelle**
Vice President: **Darcy Chrisp**
Treasurer: **Mike LeBlanc**
A / Secretary: **Melanie Cyrenne**
Webmaster: **Nicole Lunsted**
Branch Newsletter (The Placard): **Andreas Oertel**
BOC Representative / Exam Coordinator: **Blake Scott**

Councillors: **Natalie Fontaine**
Stephen Hancock
Nicole Lunsted
Greg Stevenson

I would like to thank the Manitoba Branch executive and all members for their support and contributions during the past year.

On behalf of the Manitoba Branch, I would like to congratulate the Alberta Branch on their hosting this year's AEC at such a beautiful place as Kananaskis and I wish you a successful and memorable educational conference.

Respectfully submitted,



Rick Sokolowski
Manitoba Branch President, CIPHI

ONTARIO BRANCH PRESIDENT'S REPORT

This May in the beautiful and pristine village of Kananaskis, Alberta will mark the 75th anniversary of the Canadian Institute of Public Health Inspectors (CIPHI) National Educational Conference. Equally impressive, the CIPHI Ontario Branch will be celebrating 70 years of conferencing in the "Forest City" of London, Ontario, in October. CIPHI has a long and rich history of organizing world-class conferences across Canada and is one of the cornerstones of CIPHI's infrastructure. The longevity and success of these events is not solely based on the work of CIPHI. Without the collaboration, enthusiasm and hard work of staff at local public health units and the constant support and commitment of exhibitors and sponsors, these events would exist in a much different format.

Conferences are an important educational and social event that promotes collaboration and networking. This is one example of how CIPHI partners with external stakeholders. Our bonds with external stakeholders influence decisions of national and provincial significance, assists with creation of our strategic directions, facilitates a variety of initiatives, and improves our visibility through enhanced profiling. But more importantly these partnerships are built upon common goals between CIPHI and the stakeholders who collectively collaborate to achieve shared outcomes.

It is important to remember that CIPHI is a not-for-profit association with limited human and financial resources. Therefore, the development and delivery of initiatives and programs is dependent upon the partnerships we build with stakeholders, including local public health units, associations and government agencies. These partnerships are built upon common values and goals, which cannot be achieved independently. CIPHI partners with stakeholders when there is a sufficient commonality and where the activity supports each other's goals and objectives to make it viable and realistic. An effective partnership is built upon trust, sharing a common vision and philosophy, and aligning strategic directions with that of your partner.

CIPHI partnerships extend beyond the hosting of National and Branch conferences. The motor that has driven the CIPHI Core Competency Project can be attributed to the logistical and financial partnership with the Public Health Agency of Canada (PHAC). CIPHI and PHAC have entered into a strategic alliance to deliver a joint project of common interest and importance. This partnership is of mutual benefit for both CIPHI and PHAC and one that could not be realized alone. This alliance also dictates the current and future focus of the Branches and how they will support the strategic directions of the National Executive.

The importance of establishing and preserving partnerships is equally important at the Ontario Branch level. The Ontario Branch Executive Council (OBEC) has spent much time and energy during the past years towards the development of sustainable and productive partnerships through the formation of divisional committees, functional and effective relationships with local public health units and government agencies. It has been recognized as a priority of the OBEC to maintain and strengthen our existing partnerships, identify and promote new ones, and rekindle those that have prematurely expired.

Evidence of this is through our overwhelming commitment to the CIPHI Core Competency Project and the launch of our CIPHI (Ontario Branch) Continuing Education Series. To complement the work that is being done on the National level, the CIPHI Ontario Branch developed a continuing education series for public health inspectors (PHI) and supervisors of PHI's that recognizes changes in practice, reflects new evidence based information, optimizes personal effectiveness, and introduces individuals to new equipment or materials that are available. The continuing education series was successfully launched in Spring 2009, beginning with a Project Management Workshop hosted by Hamilton Public Health in partnership with Business Improvement Architects. This was followed by a Small Drinking Water Symposium in April, hosted by Wellington-Dufferin-Guelph Public Health in partnership with the Ontario Ministry of Health and Long Term (MOHLTC), and the National Collaborating Centre for Environmental Health (NCCEH). A Personal Services Settings Workshop hosted by Halton Public Health is planned for June. The future and continuing success of this series is dependent upon maintaining our partnership with the local public health units, professional organizations, and government agencies.

Over the past year the Branch has received numerous invitations from several organizations in Ontario requesting a CIPHI presence at their functions. Most notably was an invitation to participate on the development and review of the Ontario Public Health Standards (OPHS) and the protocols that accompany it. As of January 1st, 2009, the OPHS replaced the Mandatory Health Programs and Services Guidelines, 1997. The OPHS and all twenty-six (26) Protocols are available on the MOHLTC website at www.health.gov.on.ca/publichealthstandards.

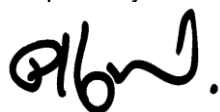
The Branch continues to accept invitations to attend meetings of the MOHLTC, the Association of Supervisors of Public Health Inspectors Ontario, Guelph Food Safety Seminar Series, Interagency Council on Food Safety, Constituent Society Members Meeting with the Ontario Public Health Association, and Ryerson University.

The Branch is also pursuing new partnerships most notably with the Ontario Agency for Health Protection and Promotion. Ken Diplock, the Ontario Branch President-elect, has scheduled a teleconference with Phil Jackson of the Agency for our spring meeting. We have also entered into an agreement with the Waterloo-Wellington Infection Control Network to work together on continuing education events. The Branch is currently in negotiations to partner with the Guelph Food Technology Centre and Lowry Associates on our continuing education series.

Internally, the Branch has created and / or expanded divisional committees including: the Healthy Environments committee led by John Yan; the Partnership and Liaison Committee led by Cameron Weighill; the Food Safety Committee led by Cynthia Rocca; the Membership Committee led by Dennis Persaud; the Communicable Disease Committee led by Lucie Imbiscuso; the Communication Committee led by Sandy Stevens; and the Health Promotion and Professional Development Committee led by John Cannan. It would be remiss of me to not mention the unwavering support and dedication of Elaine Reddick, our Secretary-Treasurer and our longest serving Ontario Branch Executive member and Michael Duncan, who has laid the foundation for many of the partnerships we are currently enrolled in.

In summary, partnerships keep the CIPHI engine humming and are important to the functionality and longevity of this organization. I want to express my gratitude to the members of the Ontario Branch Executive and their respective committee members, for their commitment and devotion to CIPHI. I also want to welcome our new partners to our family and say thank you to those partners who have been with us for many years or those that have recently been rekindled. The contributions of our partners and committee members are highly valued and regarded. Happy Spring everyone.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Peter Heywood".

Peter Heywood
Ontario Branch President, CIPHI

NEW BRUNSWICK BRANCH PRESIDENT'S REPORT

Since becoming branch president in September, these last few months has been a learning experience. I have attended my first official NEC meeting and believe me when I tell you that we have a great crew working hard for our profession. I have much to learn from those representing other branches.

By the time I present this report we will have had two students sitting for orals. Nina, our BOC representative, has been working hard on preparing a guide for mentors. This will hopefully increase our success rate, as the last orals were not good. We should have students working in different regions this summer. Let's all work together and improve the passing rate this year.

Our last newsletter editor and past president Gary O'toole has moved on to another province; our lost and their gain!!! So I will have to woo somebody to take over. En ce qui concerne notre site web, Rachel Roussel s'est portée volontaire de suivre un cours pour le bénéfice d'opérer un site web donc dans un futur rapproché nous aurons certains changements a notre site.

Comme tous le savent et le vivent notre économie en prend un coup. Je peux dire que notre situation financière est acceptable mais il faut continuellement surveiller nos dépenses et notre budget et ou nous pouvons contribuer. L'an dernier nous avons 50 membres variant de membre réguliers quelques étudiants ainsi que quelques membres à la retraite. Présentement il n'est pas possible d'obtenir les chiffres 2009 du a la date du présent rapport et la date limite pour renouveler l'abonnement. This is a good time to really get involved in institute business, the proposed changes to come with competencies is certainly a change for the best and very challenging. This could make a difference when it comes to respect from the public.

Our next educational conference this year will be held in beautiful Moncton. Works are underway I'm sure as the Moncton bunch always like to put on a great event. We have much to do and will do over the next few months. I will get more accustomed to the all committees and will try to possibly get an increase in membership for the upcoming year.

Thanks again to my fellow branch executives. To all members, please join and try to convince non-members to join. This is our professional body working hard at keeping our image and professionalism at the eyes of everyone.

Respectfully submitted,

A handwritten signature in black ink, reading "Josée Thériault".

Josée Thériault
New Brunswick Branch President, CIPHI

NOVA SCOTIA / PRINCE EDWARD ISLAND BRANCH **PRESIDENT'S REPORT**

As part of Environmental Public Health Week, the NS / PEI Branch extended a hand to our future by inviting students from Cape Breton University Public Health program to a regional meet-n-greet at the Department of Agriculture, Food Protection & Enforcement, Sydney office meeting room. Approximately 30 students attended this open-house to listen to short presentations on "a-day-in-the-life-of": a Food Safety Specialist (Department of Agriculture), Public Health Consultant (Health Promotion & Protection), Inspector Specialist (Nova Scotia Environment), Environmental Health Officer (First Nations & Inuit Health Branch: Health Canada), and a Manager (Public Health Services, District Health Authority). The students appeared intrigued by the collaborative approach to environmental public health in the province of Nova Scotia and were provided the news of an additional six practicums planned for the summer of 2009. A similar practicum program was run in 2008 and continues to be a partnership between the Nova Scotia Department's of Health Promotion & Protection, Agriculture, and Environment. Following the presentations, our Branch provided the students with pizza and time to network with the representatives of the various agencies. Our Branch continues to maintain contact with the CBU program through participation on the program's Advisory Committee.

On March 13th, 2009, the Branch held their Annual Educational Session and AGM at the Inn on the Lake, Halifax (Fall River). This year's session was sponsored by the National Collaborating Centre for Environmental Health (NCCEH), to whom the approximate 40 attendees and our entire Branch are very appreciative. Ms. Karen Rideout, NCCEH, provided very informative presentations on "Health Concerns of Wind Turbines: What's the Evidence?" and "Urban Agriculture and Environmental Health: Issues for Public Health". These presentations are presently available on the NCCEH website at <http://www.ncceh.ca>. Also, an equally interesting presentation was provided by Ms. Helen Mersereau, Cape Breton University, on her recent study, "Radon Testing in Nova Scotia". A thank you must be extended to all involved in this great educational session, but particularly to Dave Wood, Central Regional Councillor, who performed so much work to help pull this session together, but could not attend due to work commitments.

Following the educational component of this session our Branch held our AGM, where elections were held for some positions on our Branch Executive. A sincere thank you for the dedication and hard work by our outgoing Executive members must be acknowledged. These include:

Janet MacKinnon: Western Regional Councillor
A.J. Connell: Secretary
Doreen Mackley: President

Also, a welcome is extended to the new in-coming Executive members, who include:

Stephen Ferguson: Western Regional Councillor
Wanda Timmons: Secretary
Ryan Neale: PEI Regional Councillor (re-elected: unopposed)
Jason Catoul: Cape Breton Regional Councillor
Barry MacGregor: President

As President, I am looking forward to the opportunity of working together with such a strong, dedicated team at such an interesting time for our profession. The national core-competency project and "The Renewal of Public Health in Nova Scotia" are just two initiatives that should play a significant part in charting the course for those involved within our ever-evolving field of environmental public health. What an exciting time for membership involvement, and based on the evident enthusiasm at this year's education session our Executive is tasked with capturing this influx of new energy. Stay tuned!

In closing, we would like to congratulate and welcome Gary O'Toole back to Nova Scotia as the new Director, Environmental Health within the Department of Health Promotion & Protection.

The best to all in Kananaskis!

Barry MacGregor
Nova Scotia / PEI Branch President, CIPHI

BOARD OF CERTIFICATION REPORT **AUGUST 2008 – MARCH 2009**

This Annual Report is submitted to the Annual General Meeting of CIPHI as required under Section 23 of the Regulations Respecting the Certificate In Public Health Inspection (Canada) and Governing the Board of Certification of Public Health Inspectors.

PERSONS GRANTED A CERTIFICATE IN PUBLIC HEALTH INSPECTION ***October 2008 – 83 Total***

Last Name	First Name		Last Name	First Name
Aleksandroff	Lesya		Ley	Amanda
Bacanu	Roxana		MacEachern	Virginia
Bajwa	Jagjit		MacIsaac	Ronald
Basque	Janice		Marsden	Brendon
Belanger	Darrell		Martin	Kathleen
Bhajan	Angenie		McDonald	Tammy
Blake	Nicholas		McDougall	Ian
Bowls	Janet		McNabb	Shannon
Boyo	Annerley		Metcalfe	Joanne
Bridgland	Hilary		Mian	Sabina
Carlisle	Stephanie		Mistri	Tanvi
Chaimovitz	Shaun		Neathway	Casey
Chergui	Sarah		Ng	Michelle
Chow	Helen (Lok-Yen)		Nguyen	Valerie
Craig	Sarah		Nicholson	Dan
Dawe	Renée		Pandya	Chetna
Donaldson	Jeremiah		Pardal	Ratna
Fales	Christina		Park	Sang-Hyeon
Gardner	J. Alison		Pauls	Conrad
Gill	Gurpreet		Persaud	Nadezdha
Guenette	Simone		Pham	Thi
Gutkowski	Amanda		Pizzuto	Christina
Haddad	Joanne		Rana	Ali
Hayden	Dianna		Reid	Robert
Hernandez	Vitalino		Resende	Cimenne
Hill	Joanne		Robichaud	Samantha
Hodgkinson	Pamela		Rumbolt	Sara
Huang	Ling		Russell	Christopher
Iezzi	Miranda		Rybkina	Tatyana
Jude	Angelique		Schoon	Erin
Jung	Selena		Tariq	Muhammad
Kassam	Farah		Thiessen	Gillian
Khan	Michael		Tran	Vicky
Khan	Abdul		Volpe	Stefania
Khan	Olga		Volynets	Oleksandra
Kirkham	Lisa		Wakileh	Kathryn
Kravtsova	Halyna		Webb	Sarah
La	Edward		Weishar	Tanya
Landry	Stephanie		Wolf	Jason
Lau	Jessica		Wong	Samson
Le	Si		Yurchesyn	Justin
Lee	Marina			

BOARD OF CERTIFICATION EXAM RESULTS

OCTOBER 2008									
Province	Total Number of Candidates	Number Certified	Percentage Certified	Number of Candidates Sat Orals	Number Passed Oral	Oral Pass Rate	Number of Candidates Submitted Reports	Number Passed Reports	Report Pass Rate
AB	10	3	30%	7	4	57%	10	5	50%
BC	18	10	56%	18	13	72%	17	12	71%
MB	7	7	100%	7	7	100%	6	6	100%
NB	4	1	25%	4	1	25%	3	0	0%
NFLD	4	4	100%	4	4	100%	4	4	100%
NS	5	5	100%	4	4	100%	5	5	100%
ON	71	53	75%	70	58	83%	65	59	91%
SK	1	0	0%	1	0	0%	0	N/A	N/A
TOTAL	120	83	69%	115	91	79%	110	91	83%

REPEAT CANDIDATE RESULTS OCTOBER 2008			
Province	Number of Repeat Candidates (2 nd , 3 rd or 4 th exam sitting)	Number Repeat Pass	Repeat Pass Rate
Alberta	3	2	67%
BC	1	1	100%
Manitoba	2	2	100%
NB	1	1	100%
NFLD	0	N/A	N/A
NS	1	1	100%
Ontario	9	3	33%
Saskatchewan	1	0	0%
TOTAL	18	10	56%

ORAL EXAM AND WRITTEN REPORT PASS RATES OCTOBER 2001 TO OCTOBER 2008			
Exam Date	Oral Exam % Pass Rate (60% Pass Mark)	Oral Exam % Pass Rate (70 % Pass Mark)	Written Report % Pass Rate (60 % Pass Mark)
Oct 2001	85%		88%
Feb 2002	67%		73%
June 2002	88%		91%
Oct 2002	93%		85%
April 2003	73%		85%
Oct 2003	86%		95%
April 2004	82%		80%
Oct 2004	76%		86%
April 2005	66%		84%
Oct 2005	78%		84%
April 2006		66%	82%
Oct 2006		53%	85%
April 2007		59%	76%
Oct 2007		66%	84%
April 2008		84%	83%
Oct 2008		79%	83%

Appeals

Number of appeals received for October 2008 – 11.
None were upheld.

Changes of Membership to BOC

Following changes to the regulation regarding the criteria for membership on the BOC, there were a number of new members appointed. The Board is pleased to welcome two new National Executive appointees: Nina van der Pluijm and Eric Serwotka. Nina and Eric attended their first Board meeting in November 2008.

The BOC invited applications to fill two vacancies on the Board for non-CIPHI (C) members and were pleased to receive several applications from qualified persons. Selection was eventually made based on geographic location in order to satisfy the requirement that all regions of Canada be adequately represented where possible. The two newest BOC members are: Mr. Jean-Luc Archambault (Quebec), and Dr Michael Routledge (MHO – Winnipeg).

Unfortunately, we received the resignation of our Canadian Forces member Shawn Bower in March 2009 due to his pending retirement. The BOC will be replacing Mr. Bower, and wish him well in civilian life.

The following table outlines BOC membership status as of May 2009:

Name	Position	Status and Province of Residence
Ann Thomas	Chair	Term expires Fall 2010 (CPHI (C), BC)
Suzanne Lychowyd-Shaw	Member	Re-appointed Nov 2008 for final term (CPHI (C), Ontario)
Dr Michael Routledge	Member Non – CPHI(C)	Appointed May 2009 (Non – CPHI(C), Manitoba)
Jean-Luc Archambault	Member Non – CPHI (C)	Appointed May 2009 (Non – CPHI(C), Quebec)
Nina van der Pluijm	NEC Appointee	Appointed in July 2008 (CPHI (C), New Brunswick)
Eric Serwotka	NEC Appointee	Appointed July 2008 (CPHI (C), Ontario)
Mark Durkee	Member NS / PEI Branch	Appointed July 2008 (CPHI (C), NS)
Garth Goselin	AB Branch	Appointed April 2009 (CPHI (C), Alberta)
Kathy Conlon	ON Branch	Appointed July 2008 (CPHI (C), Ontario)
Gord Stewart	BC Branch	Appointed July 2008 (CPHI (C), BC)
Yvonne Graff	SK Branch	Appointed July 2008 (CPHI (C), Saskatchewan)
Blake Scott	MA Branch	Appointed July 2008 (CPHI (C), Manitoba)
Vacant	Canadian Forces	Shawn Bowers retired March 2009
Vacant	Member NFLD Branch	
Vacant	Member NB Branch	
TOTAL: 15		

Four of the fifteen members of the Board are appointed by the NEC, CIPHI Branches, or the Canadian Forces. When positions become vacant that are **NOT** subject to appointment, they will be advertised on the BOC web page, the EHR (where timing permits), and circulated through CIPHI distribution lists for further distribution.

Board Activities

- Exam Coordinator Workshop and Examiner Training – The third annual workshop was held in St John's during the National Conference 2008. This was the first time that the training was done during the conference and it was very well attended. The same scheduling is being offered in Kananaskis in May 2009. The BOC would like to thank the conference organizers for their support and assistance in facilitating this annual event.
- The BOC Chair attended the Schools of Environmental Health Consortium meeting in Toronto to discuss the future of the consortium and how we could support each other's mandates. This meeting was supported by PHAC and was very productive for all parties.
- The Board held the fall meeting in November, 2008 in Toronto. Action items from this meeting included:

- BOC will no longer solicit transcripts of marks from the schools. Effective April 2009 the candidates must include these with their application.
 - Written report marking form underwent further revision based on feedback from examiners. Failing grades are now assigned by consensus of up to two or examiners, which is more consistent with grading of oral exams.
 - First Nation's University will have a review scheduled for late 2009
 - Oral exam marking form was revised.
- In 2005, the Board of Certification developed an oral examination content guide based on a survey of employees of Public Health Inspectors (PHIs) conducted at that time. The intent of this survey was to ensure that the examination process screened for candidates met employers' capability needs for entry-level PHIs. The BOC requires that this survey be conducted every three years in order to keep current with employer needs and adjust the content guide as needed. This survey was repeated in 2008 and the results found that no significant change in employer needs has occurred since 2005. Therefore, modifications to the exam content guide are not indicated at this time. The complete report is posted on the BOC website.
- As a component of the Employer Survey conducted this year to validate the Oral Examination Content Guide, the BOC also repeated a previous employer survey on the written component of the certification process. Employers were asked to gauge entry-level PHI's current written competencies, rate four possible alternative assessment strategies and suggest other possible options. The results of the survey do not provide any specific direction regarding modifications to the written competency process. Respondents are almost equally divided on whether written competency is an issue at all. Of the alternative strategies posed, there was strong support for both the completion of a written assignment during the oral examination and assessment during practicum. However, even among supportive respondents, concerns were raised about the logistical feasibility of these strategies. The complete report is posted on the BOC website.

Administrative Policies

- The revised Appeal Policy was approved and reflects the recommendations made to the BOC based on a review of the past practice. This policy is based on the process used by the Royal College of Physicians and Surgeons and was developed in partnership with the NEC. The NEC will participate in the Appeal process by striking a standing committee responsible for appointing members to an appeal board that will in turn review appeals as per the BOC Appeal policy. Members of the BOC or other persons connected with the exam process or the appellants will not be part of the Appeal Board. This policy came into force for the April 2009 exam.

Respectfully Submitted,

Ann Thomas
Board of Certification Chair, CIPHI

AWARDS REPORT

Each year, CIPHI recognizes individuals and organizations for their outstanding contributions to the field of environmental public health and / or to the Institute. Awards are presented to individuals and agencies that have been deemed to have made a significant contribution(s) to the professional association, the field of environmental public health, and / or to the betterment of public health in general. Listed below are the awards and the general selection criteria.

Alex Cross Award

This award is issued to a member for displaying the highest standards of professional practice during the past year.

Criteria include:

- Significant contribution to the advancement of the association, the field of environmental health, and / or the community;
- Promotion of the professional standards of the Canadian Institute of Public Health Inspectors;
- Exemplary leadership in dealing with a critical issue affecting environmental health or public health.

Alexander Officer Award

This award is issued to an organization or agency for outstanding and meritorious achievements in the field of public or environmental health.

Criteria include:

- Achievement of meritorious and outstanding performance for either a specific project or over a prescribed period of time;
- Innovation and excellence in program development and / or management;
- Leadership and development of community participation in environmental health programs;
- Leadership and innovation in planning, prioritization, and management of environmental health concerns using risk management evaluations, such as prioritization of program activities with limited manpower and resources.

Environmental Health Review Award

This award is issued to a member, non-member, individual or organization for excellence in presenting an environmental health issue or topic to the public.

Criteria include:

- Leadership in effective utilization of communication to bring an issue of environmental health or public health significance to public attention and consideration;
- Published works dealing with an issue of environmental health or public health significance;
- Innovative use of communication tools to enhance the association or the field of environmental health.

President's Award

This award is issued to a former member of the National Executive Council who has demonstrated outstanding service and commitment to the Canadian Institute of Public Health Inspectors while in office.

Honourary Membership

This award is issued to a person who is not eligible for regular membership in the Canadian Institute of Public Health Inspectors, for outstanding support, contribution or service to the association or Public Health Inspectors in Canada in general.

Life Membership

This award is issued to a member of the Canadian Institute of Public Health Inspectors for outstanding service to the Institute, to his or her profession, and / or to his or her community over an extended period of time.

Recognition of 50-Year Members

Being a member of any organization for 50 years is most certainly an achievement, but most certainly an important milestone that should be recognized. For those who have done so with the Canadian Institute of Public Health Inspectors across Canada, they not only are expressing their support for their profession, but are also expressing their dedication to the Institute. Recognizing the importance of these members and their contributions to the Institute over the years is more than well deserved.

With a contingent of two, the Awards Committee has been busy trying to ensure proper operation of Award operations, including nominations. In addition to the administering the awards, the Committee has been busy revamping and formalizing all criteria and procedures into policies. At this time, all policies that deal with the National Awards has been approved and adopted by the National Executive Committee.

Respectfully,



Phi Phan
Alberta Branch President, CIPHI

MEMBERSHIP REPORT

The member's numbers at the time of this report were significantly lower than usual in all categories. The total number is 715 members. The drop in membership could be attributed to the fact that paper renewal forms were not sent to members trying to encourage the membership to renew online. This service was available in March, making renewal deadline closer. To remediate, paper formulas were sent out and reminders in all branches is being done to increase and remind past members to renew. A summary of the membership categories is as follows:

Regular membership

To date, there were 620 paid members. This number will definitely increase in the coming weeks when members who have not taken advantage of the online service do so by regular mail. Branches that do not have mandatory membership will have to work harder to bring on all members, as the COPE will be a turning point for all.

Student membership

Again, this category has taken a drop from past years. There were 40 paid members this year. The new guidelines for certification as well as mentorship will be thumbs up for all students and again prove that their association is hard at work for them.

Retired Membership

Their numbers were also lower this year. We have to maybe review the renewal process. It is possible that not all households have regular access to email, and that might be even higher in certain age groups. We did manage to have 21 retirees this year.

Affiliate, Cooperate, Fraternal and Honorary Membership

These categories form the remainder of our paid membership. It is no surprise that their numbers are down as well. The break down is as follows:

Honorary 14
Affiliate 2
Fraternal 2

The membership committee would like to ask all branch members to remind colleagues who have not renewed to do so, and those who have not renewed in the past to join. We are at a turning point in all kinds of projects that will put us on the map as a professional organization, so please renew and all branches put maybe a little more effort this year to bring back membership to at least past numbers.

Sincerely,

A handwritten signature in black ink, appearing to read "Josée Thériault".

Josée Thériault
Chair Membership Committee
New Brunswick Branch President, CIPHI

WEBSITE REPORT

The website continues to be a popular way for members to keep up with Institute news and events, due to its interactive nature and the ease with which members can access the information that they are searching for. The website has become one of the Institute's most valuable communication tools.

The discussion board continues to be the most popular feature on the website. We have well over 930 registered users and there are always engaging and thought provoking discussions going on. Several hundred people per day use this feature. The forum software was upgraded over the past year. Unfortunately, spam is still a problem on the forum, and the moderators normally remove 75 to 100 offensive spam postings per day.

The Position Place would probably be the second most popular feature, receiving approximately over 200 visits per day. In December of 2008, MPS took over the day-to-day duties of posting the Position Place ads. We have over 750 subscribers to our Alert email system.

Over the last twelve months, the Board of Certification has made a major effort to respond to the needs of students, greatly improving their information on the site.

Over the past year or so, the server that hosts our site has not been providing consistent service. This has proven to be especially trying for the national office, as email sent to office@ciphi.ca has not been arriving in a timely manner, or has not been received at all. We are currently exploring other alternatives for hosting the site.

Respectfully submitted,

A handwritten signature in black ink that reads "Mike LeBlond".

Website Administrator, CIPHI

ENVIRONMENTAL HEALTH REVIEW REPORT

We are pleased to submit our 2009 annual report to the CIPHI membership on the operation of the *Environmental Health Review*, your professional journal. Last year we acknowledged the contribution and commitment of the small group who provide regular columns to complete your EHR. This year, we'd like to extend our appreciation to all of you who have submitted manuscripts for review, to acknowledge the work that you've put into drafting them on a busy schedule and to urge you to "keep the faith" and keep contributing. If it weren't for those of you who take the time (scarce as it is) to diligently share your experiences or research with fellow environmental public health professionals, we'd have a much skinnier journal or more white space, neither of which allows us as publishers to sleep soundly!

Changes:

You may have noticed that we changed our printing processes (going purely digital) in recent issues. Not only does this save a bit on printing costs but it also results in less of an impact on the environment in the long run. While we have discontinued our pilot with FSC certified paper, we are assured by our printers that, absent the fees associated with certification, we are using paper stock that meets the standard.

We've heard from a number of you that you enjoy reading the editorial, even if you might take issue with what has been said. We hope these editorials are thought provoking and topical, prompting you perhaps to submit a Letter to the Editor. If you have any comments or concerns about your journal, please send us an email at ehr@ciphi.ca or D2C3EnterprisesInc@telus.net.

Accomplishments:

- We're pleased that we've been able to highlight some of the "hot button" issues facing our profession in Canada, especially those related to leading edge approaches to the work of environmental public health professionals.
- We continue to update the EHR website at www.ciphi.ca/ehr by adding links to a number of electronic excerpts from previous journals.

Challenges:

- During 2008 some of our members submitted manuscripts to NEHA's Journal of Environmental Health, instead of to the EHR. While there is no requirement to publish in our journal, it is hoped that members will try that avenue first to disseminate information to Canadian practitioners. We have always cooperated with our good friends at NEHA by readily allowing for publication of articles previously published in the EHR and I'm happy to say that the NEHA Editor has reciprocated by allowing us to publish these CIPHI member articles in the EHR.
- We've pretty well given up on having our training centres report on a rotational basis!
- On a related note, we'd like to see regular information updates from your Board of Certification.
- We still aren't receiving notification of all address changes, resulting in many returned journals.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "D. Losito".

Debra & Domenic Losito
Publisher / Editors, EHR

HISTORIAN'S REPORT

This past year has been a somewhat frustrating year due to a number setbacks and delays in collecting historical information.

- We continue our efforts to collect the names of all recipients of CIPHI awards. This year we were stymied when names of many of the **CIPHI 50 Year Membership Award** recipients could not be located. So far we have only been able to confirm the names of 8 out of the 18 recipients since the award was initiated in 2001. Hopefully a notice in the next issue of the EHR will assist us finalize the list of recipients to date.
- Completing the list of NEC minutes from 1973 to date has also been stalled. One computer with old minutes on it seems to have been disposed of as were a couple of boxes containing old minutes stored in the basements of former officers of CIPHI. A disk that contained further minutes but was unreadable was sent to a reputable computer technician but it has gone missing or so it seems.
- Citations for two recent and important Honourary Members employed by PHAC have been lost by the authors and replacements seem unavailable so far.

On the positive side, our work on the history of Public Health in Canada is proceeding. It is now somewhat complicated by a generally similar effort by the Canadian Public Health Association whose 100th year anniversary in 2010 occurs before ours in 2013. Klaus Seeger and Len Gallant with the CIPHI Retirees Advisory Committee (Senate) are working diligently to coordinate our efforts with officials in CPHA and other organizations. Work is continuing on interviewing key elders within our profession across Canada regarding their experiences and impressions of public health inspection back in the 40s, 50s, and 60s. These members hold a wealth of wonderful stories, which we must capture before it's too late. Again, our sincerest thanks go to the Public Health Agency of Canada who has helped greatly with these initial steps.

The membership of our ad hoc Historical Committee is unchanged and currently consists of the following persons.

Angela Newman - Ontario
Bill Koroluk - Saskatchewan
Charlie Young - BC
Klaus Seeger - Ontario
Len Gallant - PEI
Stéfane Gravelle - Manitoba

If others wish to join our committee they are most welcome to do so. Please let any of us know of your interest to participate. If members have documents or memorabilia that they believe would be of interest, we certainly look forward to hearing from them.

In the coming year, our efforts will be directed to the following projects:

- Continue the work on creating the history of Public Health in Canada with more interviews across Canada of retired colleagues.
- Collect the 10 missing names of recipients of the **CIPHI 50 Year Membership Award**.
- Collect past issues of the **Environmental Health Review** and its predecessors, **The Canadian Sanitarian**, and **The Newsletter**, and have them scanned and burned to a disk for easy access by all interested members.

- Collect the remaining 36 years of NEC minutes and have them scanned and burned onto disks as well. It is recommended that a better system of ensuring these minutes are retained needs to be developed as a specific responsibility of the President of CIPHI and Chairs of the BOC and EHFC.
- Collect other CIPHI, BOC, and EHFC information for preservation such as committee reports, administrative policies, and procedures, etc.
- Continue to fill in missing information and citations regarding CIPHI Life and Honourary Members as well as other CIPHI award recipients.

Again, I must emphasize how absolutely essential it is that the NEC, BOC, and EHFC preserve their minutes, reports, and other key documents for historical purposes. This must include hand-off procedures when Presidents, Chairman, and Executive Directors change, as this is where most of these important documents have gone astray in the past.

Although it has been a somewhat frustrating year it is still a pleasure to work with CIPHI members and the NEC. We look forward to a more positive year in 2009.

Thank you,

Tim Roark
Historian, CIPHI

ENVIRONMENTAL HEALTH FOUNDATION OF CANADA

COMMITTEE REPORT

The Research and Education Arm of the Canadian Institute of Public Health Inspectors - Inaugurated 1989

Website: www.ehfc.ca

The Twentieth Annual General Meeting of the EHFC will be held on May 3rd, 2009 in Kananaskis, AB, immediately preceding the CIPHI Conference. On behalf of the Board of Trustees, the following is a summary of the activities of the Foundation since the previous AGM in June 2008 in St. John's, Newfoundland and Labrador.

Any significant decisions taken at the May 3rd EHFC AGM will be reported orally to the CIPHI AGM.

Trustees

There were no changes in the composition of the Board of Trustees for 2008 - 2009. The current list of the 13 trustees is provided in Annex 1.

Officers

At the St. John's AGM, the Board of Trustees reconfirmed its current list of Officers, but appointed Michael Florian (NS) as Chair, Shendra Brisdon (BC) as Vice-Chair, and Duncan Ellison (ON) agreed to serve as Secretary. Klaus Seeger (ON) remained as Past-Chair and Tim Roark (BC) remained as Treasurer.

Meetings

During the period following the St. John's AGM, the Trustees held two teleconference meetings to continue their work program. These meetings took place on December 14th, 2008, and February 22nd, 2009. It is planned that there will be an ad hoc working and brain storming meeting on the morning of May 3rd, in Kananaskis, followed by a formal meeting of the Board of Trustees in the early afternoon, followed by an open Annual General Meeting to which all CIPHI members are invited to attend.

Organization and structure

The Board of Trustees revised its Committee structure, revised the terms of reference for each Committee, and set work priorities for each Committee. The revised Committee list is as follows (with the lead Trustee identified): Governance – Michael Florian; Finance – Tim Roark; Awards – Marilyn Lee; Food Safety – Klaus Seeger; Water Safety – Duncan Ellison; and Communications – Pam Scharfe.

The following reports summarize any germane activities or decisions in respect of the Committee activities.

Governance

The Chair of the Governance Committee is the Chair of the Board of Trustees – Michael Florian. The Strategic Plan for 2005 to 2010 focuses on establishing self-sustaining awards funds and building strategic partnerships with CIPHI members to ensure a capability for the Foundation Trustees to be renewed on a regular basis. The Strategic Plan established in 2005 remains unchanged, but the Governance Committee will begin to focus on the 2010-2015 plan in Kananaskis. Also on the agenda for the governance Committee is the question of commercial sponsorships and the issue of conflict of interest.

The Regulations and Administrative Policies of the Foundation were reviewed for currency and applicability, and revised Regulations were adopted and have been presented to the National Executive Committee for approval. Notable amongst the changes are the assignment of responsibilities for the Officers and the creation of a special group to be known as Friends of the Trustees, who might be Trustees in waiting but who also have agreed to help the Trustees by participating in Committee activities.

These changes to our "Regulations" was approved by the Board of Trustees during their teleconference meeting on June 15th, 2008, and now require ratification by the National Executive Committee.

Finance Committee

The Chair of the Finance Committee is the Treasurer of the Board of Trustees - Tim Roark. It reports that although the financial resources of the Foundation have been increased, the Foundation has not yet reached a sustainable basis in respect of the Foundations Awards and Scholarships. The Finance Committee now incorporates all aspects of the financial affairs of the Foundation including revenue generation, fund raising, and expenditure controls.

The financial resources of the Foundation at December 31st, 2008, totalled \$88,028.68, representing a net increase of \$9,513.74 over the year ended December 31st, 2007.

Operating expenses of the Foundation in 2008 were \$24,024.64, up significantly from the \$7,839.00 in 2007. This is due largely to the purchase of TempSafe materials for distribution and sale.

Revenues of the Foundation in 2008 were \$33,538.38, compared to \$13,987 in 2007; the increase being significantly due to sales of products, some increase in individual and Branch donations, and in receipt of funds under "other contributions".

Of the total funds of \$88,028.68 held by the foundation, \$47,707.30 are held in a segregated endowment fund to provide for the four awards administered by the Foundation: These are: the **CIPHI – EHFC Continuing Education Award**; the **Len Hiebert EHR Award**; the **Lilli Ann Zahara Award**.

The **NSF Food Safety Award** is supported annually by NSF International of Ann Arbor, MI.

The 2008 financial records for EHFC were reviewed by the appointed auditors and after their detailed review, were approved. The annual Charitable Organization Report to Revenue Canada, which is based on the audited annual financial statement, will be submitted within the allowed time frame.

It is expected that 2009 will continue on the same upward financial path, although somewhat slower given the economic circumstances of the period. Increased efforts will be made to seek industry support for the foundation and its important projects.

Continued efforts will be made in the final months of 2009 to reach the goal of being able to establish a self-sustainable Awards program and to expand the number or size of the awards.

Awards Committee

The Foundation has three awards managed by the Awards Committee, chaired by Marilyn Lee. The Awards Committee has published criteria for the awards, criteria for screening applicants, criteria for selecting the winners, publicizing the awards, and announcing the winners. Information on the awards and the selection criteria was published on the EHFC web page and in the *Environmental Health Review*. The awards and their status are as follows:

The CIPHI / EHFC Continuing Education Award:

The CIPHI / EHFC Continuing Education Award of \$500 is presented to a member of CIPHI who is registered for continuing education.

The Len Hiebert EHR Award:

The Len Hiebert Award of \$250 is administered through each of the five colleges and universities for aspiring students training to become Public Health Inspectors and Environmental Health Officers. The total annual value of this award is \$1,250.

Lilli Ann Zahara Award:

The Lilli Ann Zahara Award of \$500 is to commemorate the contributions made by Lilli Ann to environmental and public health in Canada.

NSF International Award:

An annual award of \$1,000 for studies in the area of Food Safety.

Winners of the awards are posted on the EHFC Website and announced in the EHFC periodic newsletter.

Food Safety Committee

EHFC is a founding member of the Partnership and maintains its membership. Pam Scharfe represented EHFC in the Food Safety Partnership. During 2008-2009 the Partnership devoted its efforts in a new program – “Be food safe”, which focussed on four essential methods: “clean, separate, cook, and chill”. Details of the program can be found at www.befoodsafe.ca/en-home.asp.

Details of Partnership activities can be found at their national website (www.canfightbac.org) and will include continued efforts to promote consumer food safety directly as it has to date.

With this change in orientation by the Partnership, the Food Safety Committee will continue to promote the use of the Foundation's TempSafe© logos and program, and will be looking for other projects to commence in late 2009 or 2010.

Water Safety Committee

This Committee was formed during the year with the view to bring together all the water related projects including the **Ed Fleming Memorial Fund** project, whose goal is to provide an awareness package on septic tanks, well water, and groundwater protection to each library of Canada as funding becomes available. The costs of meeting this goal would be lessened if we were utilize DVDs and include also the booklets along with them. A sponsor for this project is still being sought.

Communications Committee

This Committee reviews all EHFC publicity activities and brochures, and the website which is also undergoing some redesign to provide more user-friendly surfing around the site. This initiative and updating should assist our goal to increase the funds in support of the projects and awards of the Foundation. A large number of changes have been identified over the year, and others identified for further amendment by Mike LeBlanc, who is the web master. The goal of keeping the site current and expanding the information remains.

The Future

The Trustees of the Foundation are committed to expand the Foundation's activities and influence in the coming years, and would be pleased if any Public Health Inspectors wishing to participate as a trustee in the work of the Foundation would contact me, or any of the other Trustees. In particular, we are seeking persons from Alberta, New Brunswick and Newfoundland, where we have no representatives at present. The Foundation also welcomes the continuing participation of CIPHI Branches in assisting in raising funds through donations and in generally helping the Foundation carry out its functions.

Respectfully submitted on behalf of the Trustees,

A handwritten signature in cursive script that reads "Michael Florian".

Michael Florian
Board of Trustees Chair, EHFC

Annex 1

EHFC Board of Trustees for 2008-2009

There are 13 Voting Trustees* and 1 Honorary Trustee as follows:

Trustee	Province	Function
Michael Florian	Nova Scotia	Chair
Shendra Brisdon	British Columbia	Vice-Chair
Klaus Seeger	Ontario	Past Chair
Tim Roark	British Columbia	Treasurer
Duncan Ellison	Ontario	Secretary
Adam Grant	Ontario	President CIPHI
Pam Scharfe	Ontario	
Peter Rogers	Manitoba	
Dean Sargeant	Manitoba	
Ken Cross	Saskatchewan	
Ron de Burger	Ontario	
Marilyn Lee	Ontario	
Len Gallant	Prince Edward Island	
Dr. John Blatherwick	British Columbia	Honorary Chair

* The Regulations of the Foundation permit a total of 17 voting Trustees.

CIPHI RETIREES ADVISORY COMMITTEE REPORT

The Canadian Institute of Public Health Inspector's Retirees Advisory Committee, first formed in September 2005, had its terms of reference officially recognized in 2006. In 2008, at its annual face-to-face meeting, the committee formulated and adopted a strategic and operation plan in order to guide its progress and direction over the next number of years.

Our environment and demographics have changed for retirement, as the age sixty-five (65) is no longer considered mandatory. The impact of this will be felt in many areas, including collective agreements, as the availability of qualified professionals becomes a commodity difficult to recruit, due to an increased high demand and shortages of candidates. In a survey conducted by the Retirees Advisory Committee in 2006, evaluated and analyzed by Evelyn Butler for a report on Environmental Public Health Human Resource Capacity in March, 2007, it was reported that a large number of retirees wished to be kept informed of activities and would also be willing to provide relief and / or emergency service in a pandemic emergency. Actually, the report indicated 67.6% were interested in working during staff shortages. However, when a closer examination of the numbers was applied only to those who were in their first five years of retirement, these numbers changed dramatically to 97.5%.

The assumption of the Retirees Advisory Committee was based on these statistics in its deliberation for its strategic plan. It stated that:

- People want to be involved
- There are numerous individuals that have kept up to date
- We need to promote a continuum of careers
- We can then be accessed by the public health community
- Employers are aware that qualified individuals are available, and have the ability to post information
- Knowledge for the disciplines

Based on its deliberation, the Committee saw its "Vision Statement" as:

"To be the voice and advocate for retired public health inspectors for opportunities to retain environmental public health involvement"

The result of the discussions was a "Mission Statement" as follows:

"The Retirees Advisory Committee works to provide a corporate knowledge perspective to the Canadian Institute of Public Health Inspectors and the Public Health Agency of Canada by identifying needs, promoting, mentoring and championing initiatives within the environmental public health profession".

The Committee at the end of its deliberation listed ten (10) action areas with dates for completion as a guide in moving the work of the committee forward. These were as follows:

1. Re-establish a CIPHI Branch in Quebec
2. Develop a sustainable process so employers can access retirees for the purpose of employment
3. Emergency Contact Data Base.
4. Once such a data-base is up to date, inform the retiree community that there is a mechanism available to take on short term work and ask them to indicate their interest
5. Communicate to employers that there are retirees available for short-term work assignments
6. When responses from retirees indicating interest in pursuing work assignments are received, provide information to those only who are members in good standing and determine strategy for recruiting those who are not yet members of CIPHI
7. Professional Legacy- the CIPHI 100th anniversary project (2013)
8. Professional Legacy- the Public Health History Project
9. Retirees' contribution in case of emergency

10. Emergency preparedness

Over the past year, the Retirees Advisory Committee has had several teleconferences and has worked, through its members, on all of its identified action items. At this time however, it has reports available for your consideration (on request) on three (3) action items as follows:

1. Action item # 7, commemorative postage stamp in honour of CIPHI Centenary
2. Action item # 8, the Public Health History Project
3. Action item # 9, Retirees' contribution in case of emergencies

As can be seen, the Retirees Advisory Committee has ambitious plans within its Strategic and Operational Plan, which will advance both the interest of CIPHI as well as our retirees. However, there are major barriers which must be overcome. Financial support has, and continues to be at the generosity of others, for this continuous support from both the Public Health Agency of Canada and from the Institute of Public Health Inspectors, we are most grateful. However, the Retirees Advisory Committee, together with the National Executive Committee must investigate all avenues possible by which to make the Retirees Advisory Committee self supporting.

Respectfully submitted,

Leonard Gallant
Retirees Advisory Committee Chair, CIPHI



PROGRESS REPORT ON PLANNING FOR THE 11TH
WORLD CONGRESS ON ENVIRONMENTAL HEALTH
SEPTEMBER 5TH TO 10TH, 2010

The work of the Planning Committee for the IFEH 2010 World Congress and the 76th CIPHI Annual Educational Conference in Vancouver has shifted into high gear. This will be evident to the delegates and members who drop by the IFEH 2010 exhibit in Kananaskis. This is our opportunity to attract you, our Canadian delegates, to a once-in-a-lifetime experience – an International World Congress coupled with the gold standard for CIPHI conferences! As we bade goodbye to 2008 and entered the uncertainty known as 2009 we have begun to re-evaluate our assumptions about attendance, registration fees, and budgets. We've been taking some quick lessons in "Hosting a Conference in the Middle of a Recession"! Our Congress budget now has a "recession-proof" option, which strives to ensure that we meet the gold standard without spending the treasury!

Organizing

Our organizing committee has lost a few members to relocation and maternity leave, but we've added some eager and energetic new staff to carry us toward September 2010. Our Promotions, Education, and Sponsorship / Exhibitor committees have recently kicked into high gear.

Promotion

Following up on our successful invasion of Brisbane in 2008, our promotions committee has been busy setting up for the Kananaskis conference. We've also reached out to NEHA, NEHA West Coast affiliates, CIEH, Environment Australia, and others to help promote our World Congress. We hope you have visited / will visit our IFEH 2010 booth at the 75th CIPHI Annual Education Conference to see what's ahead. While our Congress Website (www.ifeh2010.org) has been published to the World Wide Web, it won't be officially updated or launched until late May 2009. Visitors will be able to tick off Expressions of Interest to get on mailing lists as potential delegates, speakers, sponsors or exhibitors! Come pay a visit.

Speakers

Our Education Program Committee has been busy pulling together our initial "Call for Papers" which was made available at our booth in Kananaskis. It will also be published to the Congress website shortly. We are planning on approximately 100 separate sessions, across 6 daily streams and over 10 thematic areas. We're also busy checking out and signing up our four Keynote Speakers, whom we hope will take their lead from our Congress motto of "Advocate, Educate, Innovate!" each morning of the Congress. The results should be "Olympic" in proportions!

Respectfully submitted,



Domenic Losito
Conference Chair
World Congress on Environment Health

DATA MANAGEMENT PROJECT REPORT

The CIPHI National Executive successfully launched the national PHI database, now referred to as the Member's Service Centre, in February 2009. The Advisory Committee overseeing this initiative is made up of the following:

Adam Grant – Database Advisory Committee Chair
Claudia Kurzac – Past National President
Phi Phan – Alberta Branch President
Jasmina Egeler – British Columbia Branch President
Valerey Davidson – Alberta Branch
Laura Trasolini – CIPHI National Office
Bonnie Lambie – CIPHI National Office

The project received full funding in the fall of 2007 as part of our Grants and Contribution application. Initial modifications to the Database Applications were completed in March 2008. We have also identified additional needs with the BOC info management and online payment requirements. These additions to the project have increased the costs by \$19,000.00, bringing our total cost to \$205,550.00. Activities completed since the last report include:

- Obtaining an online banking service (Beanstream)
- Developing event registration business requirements
- Extensive testing of the Member's Service Centre (special thanks to Valerey Davidson for her efforts with this task)
- Policy and procedure writing
- Launch of the Member's Service Centre

Due to unforeseen circumstances, Cronus Technologies experienced resource shortages and was unable to complete the event registration module on time. Outstanding workflow items include a BOC exam tracking and Event registration. Upcoming projects will include further testing of the database, working with the contractor to train CIPHI users.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Adam Grant", with a long horizontal flourish extending to the right.

Adam Grant
Database Committee Chair, CIPHI

CONTINUING PROFESSIONAL COMPETENCIES PROJECT REPORT

It is my pleasure to update you on the Continuing Professional Competencies Project (CPC), which is now entering its third operational year.

Thanks to the efforts of a dedicated corps of CIPHI members, a significant amount of work has been accomplished since the last Annual General Meeting (AGM) in St. John's with respect to this project. We are consistently achieving project milestones on our journey towards a system of self-regulation and demonstration of continuing professional competencies. In November 2008, members of the pan-Canadian Steering Committee met in Toronto, along with members of the National Executive Council (NEC) to review the draft, *Discipline Specific Competencies for Environmental Public Health* as well as the draft, *Professional Development Model*. Based on the discussions in the meeting, the consensus was that the product being produced by the CPC Project's Working Group was on track and on target.

Building upon the internal review of the document, CIPHI then looked externally as we sought comments from the field. Consequently, draft copies of the Competency Statements and Professional Development model were carted across the country and discussed in focus groups held in Toronto, Edmonton and Vancouver. The discussion groups were stratified into specific levels of environmental public health practice including students, front-line staff, specialists and management. The feedback with respect to the documents has been integrated and the result is the document that hopefully will be distributed during this conference.

The final product is targeted for completion and public distribution before the end of this calendar year. However, it should be noted that both the Discipline Specific Competency statements and the PD Model are living documents and are therefore adaptable and re-configurable. Consequently, as both documents are still in draft form, CIPHI will be hosting a workshop and public forum for discussion, analysis, and evaluation during the conference. If you are interested in shaping the future of our profession, I would recommend attending this session. Alternatively, if you wish to comment in a less public forum, please feel free to come speak with myself or an MNP representative at the CIPHI Booth during the conference.

Respectfully,

A handwritten signature in blue ink that reads "Phi Phan".

Phi H. Phan
Alberta Branch President, CIPHI

PUBLIC HEALTH HISTORY PROJECT **STATUS REPORT FOR 2009**

Initially, the overall project was to research, compile, and write the history of public health in Canada, which would also include stories and information from the front line of all public health disciplines.

To help out in this initiative, a project to conduct a literature search on public health history and the development of a template / guideline for conducting interviews of retirees from all public health disciplines is now complete. The report, which was prepared for and supported by the Public Health Agency of Canada, is available (upon request) for your information and reference.

As it happens, CPHA will be celebrating its Centenary in 2010 and is planning a commemorative book that includes a large number of historical events that occurred in public health across Canada. This process has been initiated and more information should be forthcoming.

In the mean time, Chris Ruty (the writer for CPHA), has requested that specific milestones in environmental public health and those identified by other disciplines they consider important milestones be forwarded for research and inclusion. This could be facilitated by sending it to me and I will forward the information to Chris. When sending the milestones from your province / territory / region to me first, I can forward it onward and also help avoid duplicate information being sent to Chris. There is also a need to include First Nations people and their perspective. It should be noted that national milestones may be different than your provincial / territorial timelines.

It was also suggested that we encourage all disciplines to request that a process be established to conduct exit interviews to capture an employees' experience, including explaining what the major milestones they participated in and how it affected their region.

Now that the oral history interview template has been established, it is strongly suggested that the interviews be completed ASAP. Should you wish a copy of the report, which includes the interview template, please email me at seegerk522@gmail.com. Amendments to the basic structure can easily be made to accommodate the situation related to the interview. If available, the use of video recording of the interview is another option, since the final product may have additional uses, for example, use on the website, inclusion in possible documentaries, etc. Use other technologies if a face-to-face interview is not possible, for example, a computer web cam to web cam interview.

We hope that the information obtained will be useful in preserving the contribution that these folks provided to the health of citizens in Canada, and provide some continuity in the evolution of environmental public health.

Respectfully submitted,

Klaus Seeger
Historical Committee, CIPHI

Member Service Centre

What? The CIPHI Member Service Centre is your one-stop-shop for all your membership needs and information.

Where? www.ciphimember.ca

Why? Ten great reasons to get online with the CIPHI Member Service Centre
www.ciphimember.ca

1. Manage **YOUR** personal information
2. Manage **YOUR** membership information
3. Manage **YOUR** employment details
4. Manage **YOUR** education profile
5. Manage **YOUR** certifications
6. Manage and enroll in Practicum sessions
7. Track **YOUR** completed exams online
8. Apply online for Exams
9. Register for Events and Conferences online
10. Stay connected to CIPHI

Questions?




Feel free to contact a support representative at the National Office:

1-888-245-8180
office@ciphi.ca

How? It's easy! All you need is a web-browser and a username and password. Get online and stay connected to CIPHI.



For more information or to request a demo, please contact us:

 1.877.655.5798  inquiries@cfactor.net  www.cfactor.net

MEMBER SERVICE CENTRE **FREQUENTLY ASKED QUESTIONS**

1. What is the contact information for CIPHI National?

Phone: Toll Free: 1-888-245-8180 Email: office@ciphi.ca
Lower Mainland: 604-739-8180 Fax: 604-738-4080

2. I've clicked on "Need An Account" and have entered in my information, but did not receive my username and password right away. Should I do this process again?

When you submit an account request, an alert is sent to CIPHI National. One of our administrators must approve the request first. When this is done, you are then emailed your username and password. There is no need to go through this process again.

3. When I logged on the first time, there was a link to renew my membership in my workflow console. Now that I've logged on again, the link is gone and I still need to renew. Where do I go now?

Look to the left of your workflow console to the menu that says: *What do you want to do today?* Click on "Career Centre." A new page will load with a new menu. Click on "Memberships." This brings up all the years that you have been a member. Each year has a "view" button showing. On the most recent year, there is a "renew" button to the right of the "view" button. Click on this and you will be taken through the renewal process.

4. **When I try to log in, I get a message that my account "has been temporarily disabled." What does this mean and what do I do next?**

This message means that logging in to your account has been tried with the incorrect information too many times, and so your account has been disabled as a security measure. Please contact us at CIPHI National and we can unlock your account. If necessary, we will also reset your password and confirm your username to ensure you no longer have problems logging in.

5. **I did not receive any information about the website, nor did I receive my username and password. Why was I missed?**

Every member (either lapsed or current) was sent two emails from ciphimember@ciphi.ca: one with general information about the website, which included the member's username at the bottom; and one that included the password associated with the username given in the first email.

If you did not receive any of these emails, this is likely because we had an outdated email address in our database, as this is what the email list was generated from. It is important to keep your contact information up to date at the National Office to ensure you receive important information about the Institute via email or mail. To get your username and password, click on the "Need An Account" link on the log in page and follow the steps, or, you can contact us at CIPHI National.

- 6. I sent an enquiry about the website to the ciphimember@ciphi.ca email address and have not received a reply.**

This email address is a non-monitored email account, created for CIPHI National administrators to send and receive email notifications to and from members regarding their membership, event registration, etcetera, through the website.

To email us an enquiry, please use the following address: office@ciphi.ca

- 7. When I go through the “Need An Account” process, I get a message that my “account is not expired”. What does this mean?**

This means that there is already an account that has been created for you and you just need to activate it. Therefore, there is no need to create a new one. If you did not receive the emails with your log in information (as described in FAQ Number 5), please contact us at CIPHI National and we would be happy help you.

- 8. When I log in, I am taken to my “Account Preferences” page and can’t seem to get past it. How do I get to rest of the website?**

When you log in for the first time, you are taken to your “Account Preferences” page, where you are asked to complete four steps:

- 1) Select your language preference
- 2) Reset your password
- 3) Set your password verification questions
- 4) Select how you would like your personal information to be handled

When you have completed all four of these steps, ensure that you have clicked on the “finish” button in the personal information section. This will save your account preferences settings and take you to your home page.

- 9. I need my application processed immediately. Who do I contact?**

Please contact us directly at CIPHI National via phone or email and we will do our best to accommodate your request.

- 10. I don’t see my question in this list. Now what?**

Please contact us at CIPHI National and we would be to help you.

Phone: Toll Free: 1-888-245-8180
Lower Mainland: 604-739-8180

Email: office@ciphi.ca

MOTION #1

Notice of Motion – President Elect

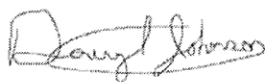
We move to revise Section 25 B by deleting:

"In the event the National President-Elect cannot fulfil their duty or complete their term, the NEC has the authority to appoint, by majority vote among the NEC, a national Councillor to the office of the National President-Elect to fulfil the duties of the position for the remainder of the position's term. Upon expiry of the term, the office of the National President-Elect will be assumed by a candidate as outlined in the election procedures."

And replacing it with the following:

"In the event the National President-Elect cannot fulfil their duty or complete their term **or if the position is vacant**, the NEC has the authority to appoint, by majority vote among the NEC, a national Councillor to the office of the National President-Elect to fulfil the duties of the position for the remainder of the position's term. Upon expiry of the term, the office of the National President-Elect will be assumed by a candidate as outlined in the election procedures."

Moved:



Member-in-good-standing

Seconded:



Member-in-good-standing

February 1, 2009

MOTION #2

Notice of Motion – Regular Member Definition

To be effective January 01, 2010, we move to revise Section 1 of By-Law No. 4 by deleting:

“Persons may be eligible for Regular Membership if they hold the Certificate in Sanitary Inspection (Canada), the Certificate in Public Health Inspection (Canada), or if they possess those qualifications acceptable to a three-fourths vote of the entire Executive Council of the Canadian Institute of Public Health Inspectors or as determined by an Annual General Meeting.

Regular Members shall have full voting rights and the right to hold office.”

and replacing it with the following:

“Persons may be eligible for Regular Membership if they:

- a) hold the Certificate in Sanitary Inspection (Canada), the Certificate in Public Health Inspection (Canada), or if they possess those qualifications acceptable to a three-fourths vote of the entire Executive Council of the Canadian Institute of Public Health Inspectors or as determined by an Annual General Meeting; and*
- b) participate in the continuing professional competency program of the Council of Professional Experience of the Canadian Institute of Public Health Inspectors.*

Regular Members shall have full voting rights and the right to hold office.”

Moved:



Member-in-good-standing

Seconded:



Member-in-good-standing

February 1, 2009

MOTION #3

Notice of Motion – Council of Professional Experience

We move to create a Council of Professional Experience By-Law of the Canadian Institute of Public Health Inspectors as follows:

BY-LAW NO. 11

Being a By-Law to provide for the establishment, operation and administration of a Council of Professional Experience.

BE IT ENACTED as a By-Law of the Canadian Institute of Public Health Inspectors as follows: -

Section 1 Definitions

- A. "Administrative Policies" means the Administrative Policies adopted by the Council of Professional Experience.
- B. "Council" means the Council of Professional Experience of the Canadian Institute of Public Health Inspectors.
- C. "Executive Council" means the Executive Council of the Canadian Institute of Public Health Inspectors.
- D. "Institute" means the Canadian Institute of Public Health Inspectors.
- E. "Regulations" means the Regulations adopted by the Council of the Professional Experience.

Section 2 Purpose and Objectives

The purpose of the Council of Professional Competency is to establish, operate and administer the Institute's continuing professional competency program.

The Institute's objectives for the continuing professional competency program for Regular Members are to:

1. Strengthen practice, support standards of practice, and recognize the specialized knowledge and skills of Certified Public Health Inspectors.

MOTION #3 (CONTINUED)

2. Present a set of measurable competencies that have been developed by the profession for the profession.
3. Add to and build upon the entry level Certified Public Health Inspector.
4. Allow Certified Public Health Inspectors to demonstrate more advanced and mature competencies.
5. Demonstrate continuous learning.
6. Demonstrate leadership and advocacy.
7. Develop a quality assessment tool.

Section 3 Powers of the Council

- A. The Council shall have the authority to establish, operate and administer the Institute's continuing professional competency program as stated in the Purpose and Objectives.
- B. The Council shall have the authority to appoint an Executive Secretary to administer the continuing professional competency program.
- C. The Council shall have the authority to establish and maintain a continuing professional competency database for members.
- D. The Council shall have the authority to establish advanced credentialing for specialization of Certified Public Health Inspectors.
- E. The Council shall have the authority to establish and amend their Regulations by a majority vote of the members Council. Any such amendment to the Regulations shall be subject to ratification by the Executive Council before coming into force.
- F. The Regulations shall be administered by the Council, and all interpretations of the meaning and intent of any part of the Regulations or related decisions shall be the responsibility of the Council.
- G. The Council shall, by a majority vote of members, have the authority to enact Administrative Policies pursuant to the Regulations, Purpose and Objectives of the Council of Professional Experience.

MOTION #3 (CONTINUED)

Section 4 Appointments

- A. The Executive Council shall appoint a minimum of five (5) individuals to the Council of Professional Competency.
- B. One member of the Council of Professional Competency shall be an appointment from the Executive Council. The appointment shall be reviewed and confirmed annually.
- C. The appointment of members to the Council of Professional Competency shall be subject to confirmation by the Executive Council.
- D. The Council shall elect a Chairperson for a 3-year term. The selection of the Chairperson must be confirmed by the Executive Council.
- E. The Council may appoint an Executive Secretary to administer the continuing professional competency program, including the policies and regulations of the Council.
- F. The Executive Secretary must:
 - be confirmed by the Executive Council;
 - not be a member of the Council of Professional Competency; and
 - not have a vote in the affairs of the Council.

Section 5 General

- A. To ensure the continuing independence of the Council of Professional Competency, the Chairperson of the Council shall not be a Member of the Executive Council of the Institute.
- B. The Budget of the Council shall be approved by the Executive Council.
- C. The Council shall provide an Annual Report to the Annual General Meeting of the Institute including a Financial Statement and Budget.

Moved:



Member-in-good-standing
February 1, 2009

Seconded:



Member-in-good-standing

NOTICES OF MOTION

The Canadian Institute of Public Health Inspectors (CIPHI) serves the needs of both the public and Certified Public Health Inspectors. The Institute's mission is:

"CIPHI advances the profession, science and the field of Environmental Public Health through certification, advocacy, education and setting standards. We protect the health of Canadians and represent Environmental Public Health professionals across Canada."

The Institute has a membership that is made up of Certified Public Health Inspectors from across Canada. The Institute's Board of Certification is the body responsible for setting the standards and examining individuals wishing to obtain the Certificate in Public Health Inspection (Canada) [CPHI(C)]. The CPHI(C) is the recognized credential for Public Health Inspectors (also known as Environmental Public Health Professionals) in Canada.

The Institute has identified a number of strategic directions aimed at enhancing and advancing the organization. They are:

- Secure mandatory membership
- Engage the membership
- Institute a program of mandatory professionalism
- Increase capacity of National office function
- Prioritize our advocacy positions for the right place & right time

A resolution at the 2005 Annual General Meeting (AGM) of the Institute called on the National Executive Council (NEC) to take all the necessary actions to plan and implement a system of professionalism for CIPHI including continuous mandatory membership in good standing in the Institute as a condition of the maintenance of certification by those currently possessing an active/practicing designation of the CPHI(C).

The Institute has embarked upon a number of initiatives that will achieve the goals set out in the 2005 resolution. In order to proceed with these initiatives there is a great deal of foundational work that must be done to support the Institute's objectives of having mandatory membership and a program of continuing professional competency. The foundational work includes the creation of a database of CIPHI members and CPHI(C) non-members, the creation of a CIPHI Executive Director position, the development and implementation of a core competencies communications plan and reviewing and strengthening the Institute's Constitution and By-Laws. This foundational work is progressing and was supported by CIPHI's members in 2007 with the approval of an increase in membership dues. Following a legal review of the Constitution and By-Laws of the Institute in the spring of 2008, members approved a series of amendments at the 2008 AGM. The amendments were meant to ensure that the Institute has the appropriate constitutional authority to embark upon the members' desire to establish mandatory membership and a continuing professional development program.

MOTION #4 (CONTINUED)

This year the Institute continues to move forward with its goal of achieving mandatory membership and a continuing professional competency program. To implement these goals, the institute is proposing a number of amendments to the Constitution and By-Laws. This proposed amendment is a dues increase for regular members. The increase will allow the Institute to implement and administer mandatory membership and professional competency requirements.

We move to amend the Constitution and By-Laws of the Canadian Institute of Public Health Inspectors as outlined below.

Dues Increase

Notice of Motion #1

We move that effective January 1, 2010 the membership dues for regular members be increased by \$20.

To achieve the dues increase, Section 16 of By-Law No. 4 of the Canadian Institute of Public Health Inspectors will be revised as follows:


By deleting the following portion of part D of Section 16

Regular Membership - The annual fee shall be One Hundred and Five (\$105.00) Dollars.

and replacing it with the following:

Regular Membership - The annual fee shall be One Hundred and Twenty-Five (\$125.00) Dollars.

Moved:



Member-in-good-standing

Seconded:



Member-in-good-standing

February 1, 2009

MOTION #5

NOTICE OF MOTION

Whereas the Membership at the 2007 Annual General Meeting of the Canadian Institute of Public Health Inspectors in Kelowna, B.C. approved a motion to increase the membership dues by **66%** in one year for **Retired** and **Student Members** with the purpose of providing additional operating revenue for CIPHI; and,

Whereas this increase was almost double the percentage increase for most other membership categories in CIPHI; and,

Whereas CIPHI membership data now shows that only about 50% of all PHI students at the 5 accredited colleges are Student Members of CIPHI and further that the number of Retired Members has decreased by 25% since the previous year to only **69** members across Canada or only about **7% of all Retired PHIs and EHOs in Canada**; and,

Whereas the dues increase for Student and Retired Members has done the opposite from the intended purpose of generating additional revenue and instead has prevented many from joining and driven others away from CIPHI; and,

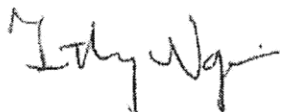
Whereas Student Members are our resource and basis for the future of CIPHI and need to be encouraged in every way possible to want to become members of CIPHI and further that Retired Members have provided a valuable contribution to our profession and CIPHI over many years and this dedication and contribution is still valued;

Therefore Be It Resolved That the approximate 66% dues increase for Retired and Student Members approved at the CIPHI Annual General Meeting in 2007 be rescinded effective immediately to the former fee of \$30.00 per year and be replaced with a \$5.00 increase in dues above the former fee of \$30.00 every second year until a new fee level of **\$50.00** per year for Retired and Student Members is reached in the future; and,

Be It Further Resolved That any and all the excess funds above the former \$30.00 annual fee paid by Retired and Student Members be credited to those Retired and Student Members to reduce the amount they need to pay to continue their membership in the Canadian Institute of Public Health Inspectors.



Moved: Tim Roark, Life Member, CIPHI



Seconded: Tim Ngai, Retired Member, BC Branch, CIPHI

Dated; February 3, 2009