

# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

## 77<sup>TH</sup> ANNUAL GENERAL MEETING

MONDAY, JUNE 27<sup>TH</sup>, 2011

MARRIOTT HALIFAX HARBOURFRONT

HALIFAX, NOVA SCOTIA



Prepared by:

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**Darcy Chrisp**  
**Ken Diplock**  
**Oumar Ba**  
**Mark Allen**  
**Barry MacGregor**  
**Sara Timpa**  
**Gord Stewart**  
**Craig Nowakowski**  
**Ron de Burger**

National President  
Immediate Past President  
BC Branch President  
AB Branch President  
SK Branch President  
MB Branch President  
ON Branch President  
QC Branch President  
NB Branch President  
NS / PEI Branch President  
NL Branch President  
Board of Certification  
Council of Prof. Experience  
EHFC

**Koreen Anderson**  
**Ted Devine**  
**Jasmina Egeler**  
**Leonard Gallant**  
**Peter Heywood**  
**Mike LeBlanc**  
**Domenic Losito**  
**Doreen Mackley**  
**Victor Mah**  
**Chris Munn**  
**Gary O'Toole**  
**Tim Roark**  
**Julie Scarpino**  
**Cameron Weighill**

EPHW  
2012 AEC  
2010 AEC  
Senators Committee  
Communications Committee  
Website Committee  
2010 AEC  
2011 AEC  
Special Projects  
2012 AEC  
2011 AEC  
National Historian  
2013 AEC  
EHR Committee

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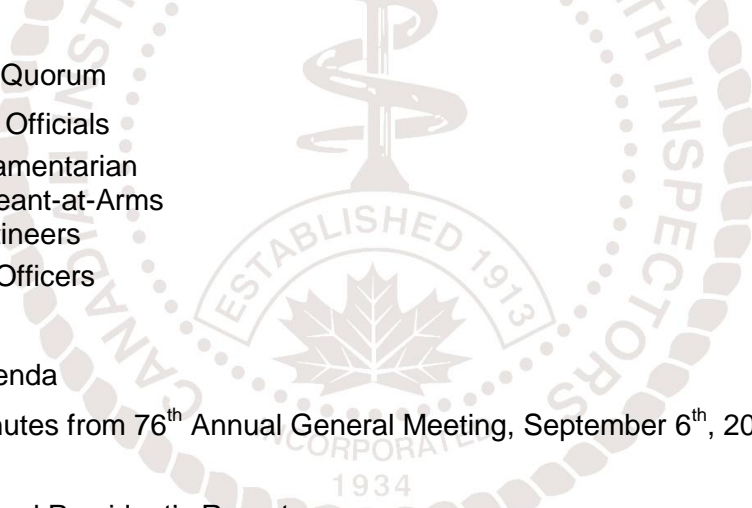
## **CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS**

### **77<sup>TH</sup> ANNUAL GENERAL MEETING**

#### **AGENDA (TENTATIVE AND SUBJECT TO CHANGE)**

**MONDAY, JUNE 27<sup>TH</sup>, 2011  
2:15 PM ATLANTIC TIME**

**MARRIOTT HALIFAX HARBOURFRONT  
1919 UPPER WATER STREET  
HALIFAX, NOVA SCOTIA**

- 
- A large, faint, circular watermark seal of the Canadian Institute of Public Health Inspectors is centered in the background. It features a caduceus in the center, a maple leaf below it, and the text "CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS" around the perimeter. Below the seal, it says "ESTABLISHED 1913" and "CORPORATE 1934".
1. Call to Order
  2. Assessment of Quorum
  3. Appointment of Officials
    - 3.1. Parliamentarian
    - 3.2. Sergeant-at-Arms
    - 3.3. Scrutineers
  4. Introduction of Officers
  5. In Memoriam
  6. Approval of Agenda
  7. Approval of Minutes from 76<sup>th</sup> Annual General Meeting, September 6<sup>th</sup>, 2010 (Vancouver, BC)
  8. Officer Reports
    - 8.1. National President's Report
    - 8.2. British Columbia Branch President's Report
    - 8.3. Alberta Branch President's Report
    - 8.4. Saskatchewan Branch President's Report
    - 8.5. Manitoba Branch President's Report
    - 8.6. Ontario Branch President's Report
    - 8.7. Quebec Branch President's Report
    - 8.8. New Brunswick Branch President's Report
    - 8.9. Nova Scotia and Prince Edward Island Branch President's Report
    - 8.10. Newfoundland and Labrador Branch President's Report

## 9. Committee Reports

- 9.1. 100<sup>th</sup> Anniversary Report
- 9.2. Awards Report
- 9.3. Advocacy and Translation Report
- 9.4. Communications Report
- 9.5. Constitution and Bylaws Report
- 9.6. Data Management Report (*to be presented verbally*)
- 9.7. Environmental Public Health Week Report
- 9.8. Finance Report
- 9.9. International Federation of Environmental Health Report
- 9.10. Membership Report
- 9.11. Senators (Retirees Advisory Committee) Report
- 9.12. Special Projects Coordinator Report
- 9.13. Website Report

## 10. Report of the Board of Certification

## 11. Report of the Council of Professional Experience Chair

## 12. Report of the Environmental Health Foundation of Canada Chair

## 13. Special Reports

- 13.1. Report of the National Historian
- 13.2. Report of the Environmental Health Review Transition Committee
- 13.3. Report of the 2010 International Federation of Environmental health and Annual Education Conference Chairs – Vancouver, BC
- 13.4. Report of the 2011 Annual Education Conference Chair(s) – Halifax, NS
- 13.5. Report of the 2012 Annual Education Conference Chair(s) – Blue Mountains, ON
- 13.6. Report of the 2013 Annual Education Conference Chair(s) – Winnipeg, MB

## 14. New Business

- 14.1. 2011 Awards Nominations
- 14.2. Appointment of NEC Representative(s) to the Board of Certification
- 14.3. Appointment of NEC Representative(s) to the Council of Professional Experience
- 14.4. Appointment of NEC Representative(s) to the Environmental Health Foundation of Canada
- 14.5. Appointment of Auditor(s)
- 14.6. Approval of 2010 Financial Statements

## 15. Motions and Resolutions

- 15.1. Motion 1: Membership Dues Increase
- 15.2. Motions or Resolutions from the Floor of the Assembly

## 16. Adjournment

## **IN MEMORIAM**

These esteemed colleagues will be sadly missed.

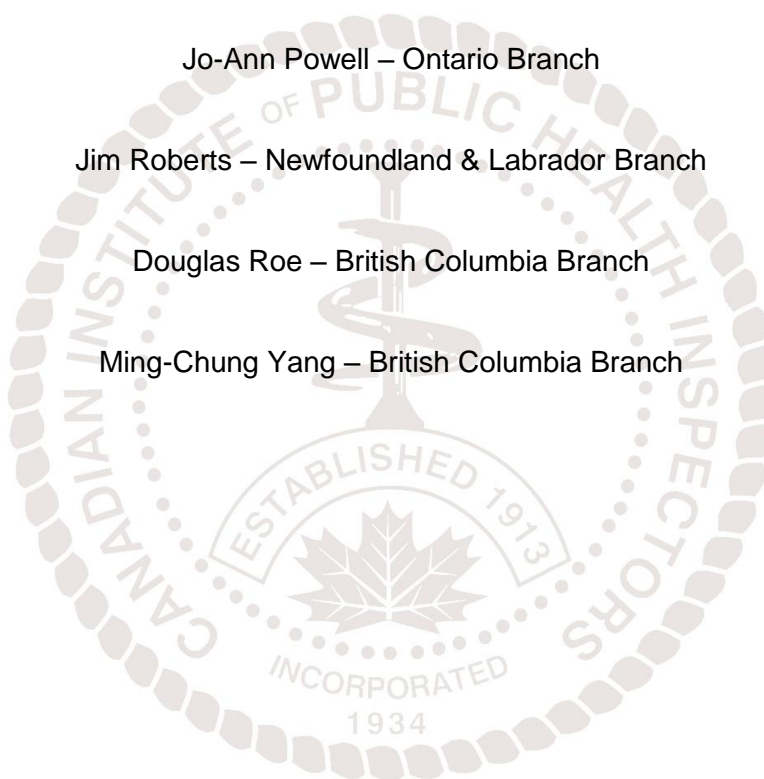
Larry D'Andrea – British Columbia Branch

Jo-Ann Powell – Ontario Branch

Jim Roberts – Newfoundland & Labrador Branch

Douglas Roe – British Columbia Branch

Ming-Chung Yang – British Columbia Branch



## **75<sup>TH</sup> ANNUAL GENERAL MEETING**

### **DRAFT OF MINUTES TO BE APPROVED**

September 6<sup>th</sup>, 2010  
Westin Bayshore Hotel  
1601 Bayshore Drive  
Vancouver, British Columbia

ITEM	DETAILS	ACTION ITEM(S)
1.0	Meeting called to order by P PHAN at 14:32	
2.0	Assessment of Quorum	
	Quorum established.	
3.0	Appointment of Officials	
3.1	Parliamentarian <b>MOTION: Motion to approve John Noonan as Parliamentarian.</b> <i>K CHRISTIAN / R DE BURGER. All in favour. Carried.</i>	
3.2	Sergeant-at-Arms <b>MOTION: Motion to approve Rory Beise as Sergeant-at-Arms.</b> <i>C WEIGHILL / D LANGIER-BLYTHE. All in favour. Carried.</i>	
3.3	Scrutineers <b>MOTION: Motion to approve Dave Cherry and Josh Moran as Scrutineers.</b> <i>K SEEGER / C GALBRAITH. All in favour. Carried.</i>	
4.0	Introduction of Officers	
	Keir Cordner, BC, Koreen Anderson, AB, Ryan Philipation, SK, Darcy Chrisp, MB, Oumar Ba, QU, Ken Diplock, ON, Barry MacGregor, NS/PEI, Josee Theriault, NB, Sara Timpa, NL, Phi Phan, National President Regrets: Claudia Kurzac, Immediate Past President	
5.0	In Memoriam	
	P PHAN directed members to the list of professionals deceased since the last AGM Additions Eric Dole – NB and Paul Strohack – ON A moment of silence was observed in memoriam.	



ITEM	DETAILS	ACTION ITEM(S)
<b>6.0</b>	<b>Approval of Agenda</b>	
	<p><b>MOTION: Motion to approve agenda.</b> K CHRISTIAN / B CHRISTENSEN. Carried.</p> <p><b>MOTION: Motion to approve meeting rules as read by John Noonan.</b> K CHRISTIAN / L RODRIGUEZ. Carried.</p>	
<b>7.0</b>	<b>Approval of Minutes from 75<sup>th</sup> Annual General meeting May 4<sup>th</sup>, 2009 (Kananaskis, AB)</b>	
	<p>Change all K SEGAL to K SEEGER and J RIDER to J REITER</p> <p><b>MOTION: Motion to approve minutes as amended, with discussed corrections.</b> K SEEGER / T ROARK. Carried.</p>	
<b>8.0</b>	<b>Standing Items (Business Arising from Previous AGM Minutes)</b>	
<b>8.1</b>	None	
<b>9.0</b>	<b>Officer Reports</b>	
9.1	<p>National President's Report</p> <p>P PHAN had nothing to add to his report / no questions</p>	
9.2	<p>British Columbia Branch President's Report</p> <p>K CORDNER had nothing to add to his report / no questions</p>	
9.3	<p>Alberta Branch President's Report</p> <p>K ANDERSON had nothing to add to her report / no questions</p>	
9.4	<p>Saskatchewan Branch President's Report</p> <p>R PHILIPATION had nothing to add to his report.</p> <p>Question regarding status of First Nation University and the Environmental Public Health Program. The funding was pulled for the entire University, but was returned for the Environmental Public Health Program and at this time, the program is not affected.</p>	
9.5	<p>Manitoba Branch President's Report</p> <p>D CHRISP had nothing to add to his report / no questions</p>	
9.6	<p>Ontario Branch President's Report</p> <p>K DIPLOCK had nothing to add to his report / no questions</p>	
9.7	<p>New Brunswick Branch President's Report</p> <p>J THERIAULT had nothing to add to her report / no questions</p>	

ITEM	DETAILS	ACTION ITEM(S)
9.8	Nova Scotia and Prince Edward Island Branch President's Report B MACGREGOR had nothing to add to his report / no questions	
9.9	Newfoundland and Labrador Branch President's Report S TIMPA had nothing to add to her report / no questions	
<b>10.0</b>	<b>Report of the Board of Certification Chair</b>	
	P PHAN offered to answer any questions in regards to the report No questions; member expressed their appreciation for the clarity of the report	
<b>11.0</b>	<b>Report of the Council of Professional Experience Chair</b>	
	C NOWAKOWSKI had nothing to add to his report / no questions	
<b>12.0</b>	<b>Report of the Environmental Health Foundation of Canada Chair</b>	
	K SEEGER offered to speak to report From the \$5000 raised at the President's Banquet last year, the EHFC was able to support more than 40 students from British Columbia Institute of Technology, 12 from Concordia University College of Alberta and 3 from Cape Breton University in their attendance at the IFEH World Congress/ CIPHI Conference No questions from membership	
<b>13.0</b>	<b>Committee Reports</b>	
13.1	100 <sup>th</sup> Anniversary P PHAN offered to answer any questions in regard to the report Recommendation made that committee looks at ways to celebrate CIPHI's 100 <sup>th</sup> Anniversary throughout 2013, not only at the annual education conference. No questions from membership	
13.2	Awards P PHAN had nothing to add to his report / no questions	
13.3	Advocacy and Translation D CHRISP had nothing to add to his report / no questions	
13.4	Communications P PHAN offered to answer any questions in regard to the report Question from member on how the CPC program roll-out was communicated to the membership P PHAN and K DIPLOCK both answered; a presentation was developed to share with members as well as several e-mails discussing details of the program	



ITEM	DETAILS	ACTION ITEM(S)
13.5	Continuing Professional Competencies P PHAN had nothing to add to his report / no questions	
13.6	Data Management – verbal report provided by K DIPLOCK Work being completed on Membership Service Centre to make it more engaging and user-friendly Will incorporate the use of communities Question from member as to if there are increased costs associated with these upgrades; costs are still within the funding we received; incorporation of community function in the only add-on in terms of cost Roll-out is expected at the end of October, beginning of November 2010	
13.7	Environmental Public Health Week P PHAN offered to answer any questions in regard to the report No questions	
13.8	External Relations – no report provided	
13.9	Finance K CORDNER had nothing to add to the report Concerns that Board of Certification expenses are more than the revenue generated National President and BOC Chair have a meeting scheduled to discuss this issue and come up with some solutions	
13.10	Membership J THERIAULT had nothing to add to her report / no questions	
13.11	Senators (Retirees Advisory Committee) L GALLANT had nothing to add to his report / no questions	
13.12	Website P PHAN offered to answer any questions relating to the report No questions	
<b>14.0</b>	<b>Special Reports</b>	
14.1	Report of the Historian T ROARK had nothing to add to his report / no questions	
14.2	Report of the Editor of the Environmental Health Review D LOSITO spoke to the report and that it will likely be his last as the D2C3 Enterprises contract expires with the Winter 2010 issue On behalf of the membership the National President expressed gratitude for the work of Debra and Domenic Losito over the last 14	

ITEM	DETAILS	ACTION ITEM(S)
	years for their work on the EHR	
14.3	Report of the CIPHI Special Projects Coordinator P PHAN offered to answer any questions relating to the report No questions	
14.4	Report of the 2009 Annual Education Conference Chairs P PHAN offered to answer any questions relating to the report No questions	
14.5	Report of the 2010 International Federation of Environmental Health and Annual Education Conference Chairs D LOSITO spoke to the report There are approximately 450 delegates representing more than 40 different countries in attendance	
<b>15.0</b>	<b>New Business</b>	
15.1	2010 Awards Nominations Honorary Member <b>MOTION: Motion to approve Dr. Christina Chociolko and Dr. Karen McDonald for Honorary membership.</b> <i>B MACGREGOR / R DE BURGER. Carried.</i>  D LOSITO was asked to excuse himself from the meeting at the request of the Chair. Life Member <b>MOTION: Motion to approve Domenic Losito for Life Member</b> <i>B MACGREGOR / K CHRISTENSON. Carried.</i>	
15.2	Appointment of NEC Representatives to the BOC <b>MOTION: Motion to approve Nina van der Plumj and Eric Serwotka as NEC Representatives to the BOC.</b> <i>K SEEGER / M LEWIS. Carried.</i>	
15.3	Appointment of Auditor <b>MOTION: Motion to approve that the firm of Reid, Hurst, Nagy Inc., Certified General Accountants be appointed accountants to conduct a Review Engagement for Canadian Institute of Public Health Inspectors fiscal year ending December 31, 2010 and that the Board of Directors be authorized to fix the remuneration for these services.</b> <i>J EGELER / K JERONCIC. Carried.</i>	

ITEM	DETAILS	ACTION ITEM(S)
15.4	<p>2012 AEC Presentation</p> <p>T DEVINE spoke to the 2012 AEC bid</p> <p>Bid approved by the NEC for the Ontario Branch to host the 2012 Annual Education Conference</p> <p>To be held in Town of Blue Mountains, tentatively scheduled for September 14-19, 2012</p>	
<b>16.0</b>	<b>Motions and Resolutions</b>	
	<p><b>MOTION: Motion to approve all Notices of Motion as submitted by the Constitution and Bylaws Committee.</b></p> <p>R PHILIPATION</p>	
16.1	<p>Motion 1: Changing the Definition of a National Councilor</p> <p><i>Excess of 75% of votes in attendance in favour. 1 opposed. Carried.</i></p>	
16.2	<p>Motion 2: Changing the Definition of Membership to Require CPC Participation</p> <p><i>Excess of 75% of votes in attendance in favour. 2 opposed. Carried.</i></p>	
16.3	<p>Motion 3: Removal of Associate Membership Category</p> <p>Not much revenue will be lost with removal of this category</p> <p>These members will be notified of this change prior to January 1, 2011</p> <p><i>Excess of 75% of votes in attendance in favour. 5 opposed. Carried.</i></p>	
16.4	<p>Motion 4: Clarifying Number of Required Votes for Elections</p> <p><i>Excess of 75% of votes in attendance in favour. 1 opposed. Carried.</i></p>	
16.5	<p>Motion 5: Takeover Date for President-Elect</p> <p><i>Excess of 75% of votes in attendance in favour. 0 opposed. Carried.</i></p>	
16.6	<p>Motion 6: Establishment of Quorum</p> <p>The requirement for 50 participants or 20% of the members-in-good-standing will include those in attendance as well as proxies received</p> <p><i>Excess of 75% of votes in attendance in favour. 1 opposed. Carried.</i></p>	
16.7	<p>Motion 7: Removing Voting Restriction for the President</p> <p>According to meeting rules, the Chair has the right to vote unless otherwise stated in bylaws</p> <p>Chair does not have to step down when voting</p> <p><i>Excess of 75% of votes in attendance in favour. 3 opposed. Carried.</i></p>	
16.8	<p>Motion 8: Amend the Code of Ethics</p> <p>Member would like to see Code of Ethics enhanced further and implementation of method for handling complaints regarding</p>	

ITEM	DETAILS	ACTION ITEM(S)
	members <i>Excess of 75% of votes in attendance in favour. 2 opposed. Carried.</i>	
16.9	Motion 9: Add Provisions for Electronic Meetings <i>Excess of 75% of votes in attendance in favour. 0 opposed. Carried.</i>	
16.10	Motion 10: Parliamentary Authority <i>Excess of 75% of votes in attendance in favour. 0 opposed. Carried.</i>	
16.11	Motions or Resolutions from the Floor None	
<b>17.0</b>	<b>Adjournment</b>	
	<b>MOTION: Motion to adjourn.</b> <i>L GALLANT / J EGELER. All in favour. <b>Carried.</b></i>	

Unapproved



## **NATIONAL PRESIDENT'S REPORT**

Dear Colleagues:

The nine months since the last Annual General Meeting has seemingly passed by so quickly! However, even in that short amount of time, the CIPHI has continued to develop, augment and evolve our operations to address the needs of the membership and to guide the development of EPH in Canada.

- To start off, I would like to extend congratulations to the organizing committee of the Vancouver Congress / AEC for being wonderful ambassadors of CIPHI and being wonderful hosts to our colleagues from here and abroad. The vast majority of comments that were shared were positive and I am sure that those delegates who attended will fondly remember their time on the west coast of Canada. Excessive amounts of kudos are extended to the organizing committee and the innumerable number of volunteers that were required to stage such an amazing event.
- Since the last meeting there have been two changes to the membership of the National Executive Council (NEC). Firstly, I would like to welcome Mark Allen, a CIPHI Life Member who has replaced Josée Thériault as the New Brunswick Branch President. I would also like to welcome aboard Jason MacDonald who has taken over the reins of the Alberta Branch from Koreen Anderson. Both Josée and Koreen's keen insights and astute observational skills will be missed, but the NEC looks forward to the energy and vision that Mark and Jason will be bringing to the table.
- After an open call and a very difficult assessment process, CIPHI appointed its' first International Exchange Coordinator, Lisa Vincent. She is such a big advocate of international work exchanges that for a time we were not sure if she was in Canada or on assignment somewhere in the world. As time continues we will work with Lisa and the IFEH to identify opportunities for exchanges.
- As mentioned previously through various channels, the NEC undertook a review of the Environmental Health Review's operational model including funding. In the end, it was decided that the relationship with D2C3 Enterprises would come to an end at the conclusion of the current contract. Consequently, I bid a heartfelt goodbye to in the last edition of the EHR to the principles of D2C3, Domenic and Debra Losito, and wished them the best in all their future endeavors. As a result, to assess the "way forward," a committee was formed to assess transition possibilities towards a new publishing model for the EHR. This committee has been working hard over the past several months and I'm happy to share that this group has been able to procure new publication services for a competitive price. The next step is to announce a new editor-in-chief. Our hope will be that the new EHR will be as topical and useful as the previous version, but more robust in terms of content and ease of access.
- The beginning of April 2011 marked the ending of the Public Health Agency of Canada's contribution agreement funding, which had helped to offset costs of developing the Continuing Professional Competencies (CPC) Program. As such, it is now contingent upon the NEC to identify means to maintain the infrastructure and processes that were developed over the course of the project. A large amount of thanks are extended to the EPHPs who participated in focus groups, helped develop the documentation and tools, and provided in-kind support to the tune of an estimated \$3.5 million over the past five years for this project. Without you, we could not have done it.

- Within the overall operational umbrella of the CPC Program, the NEC also undertook a project to completely revamp the Member Service Centre to create the “one-stop shop” web portal that was originally envisioned. Web analytics indicate that the MSC revamp has been well received. Members are highly encouraged to use the system to share their experiences, track their professional development as well as keep contact with their colleagues across this country.
- Planning is fully underway for the 2012 AEC to be held in Blue Mountain, Ontario. Representatives will be available to answer questions at their booth in the Exhibitors Hall at the 2011 AEC in Halifax.
- As we begin the wind-up to the celebration of CIPHI’s Centenary in 2013, you will begin seeing new logos being used in all official CIPHI materials. The two logos were developed by the 2013 Conference Organizing Committee for the 2013 AEC, but they have allowed CIPHI National and the Branches to use them as companion logos to our current logos to “get the word out,” as it were. The logos look like this:



- Finally, I would like to extend sincere appreciation and gratitude to the 2011 Conference Organizing Committee and their committed team of volunteers. Although the Nova Scotia / Prince Edward Island Branch may be one of the smallest in CIPHI, no one can ever question their dedication to CIPHI or the profession of Environmental Public Health.

At this time, I would like to remind the members that my term as National President is over at the end of 2012 (December 31<sup>st</sup> to be exact) and it would be beneficial to have someone take ownership of the currently vacant President-Elect position. The executive position of President-Elect was created in an effort to ensure continuity of leadership as well as provide transitional stability from one presidency to the next. This position would be a wonderful opportunity for someone who is interested in taking a leadership role of guiding the development and continuing the evolution of Environmental Public Health in Canada into CIPHI’s second century.

In the meantime, until the next AGM in Blue Mountain, I am committed to work with the NEC to continue to strengthen our operational practices as well as ensure the various processes that we have developed remain funded and sustainable. We will identify opportunities to cut costs and put our energies into initiatives that will allow CIPHI to operate within its means while providing the services that our members require. Fiscal responsibility not only means taking care of the money that we have, but to seek out and identify alternative revenue streams that can help assist us in achieving our goals.

In closing, on behalf of the NEC, I would like to thank the membership for your continued support of CIPHI and our stated objectives. The road to recognition is a long one, but together we can achieve this laudable goal. Finally, always remember to celebrate who we are as a profession and recognize our uniqueness within the field of public health. Try to focus on what binds us... the desire to better the world we live in not only for ourselves, but our families, friends and neighbors.



Chers Collègues:

Déjà neuf mois depuis la dernière Assemblée générale annuelle, comme le temps passe vite! Toutefois, même dans ce court laps de temps, l'ICISP a continué à mettre en valeur, à accroître et à rehausser nos opérations afin de rencontrer les besoins des membres et de piloter le développement de la santé publique environnementale au Canada.

- D'abord, j'aimerais profiter de l'occasion pour féliciter le comité organisateur du congrès de Vancouver et de la Conférence éducative annuelle. Les organisateurs sont des ambassadeurs hors-pair de L'ICISP et ils ont été des hôtes exceptionnels à nos collègues d'ici et d'ailleurs. La vaste majorité des commentaires reçus étaient positifs et je suis certain que les délégués qui ont participé au congrès se rappelleront affectueusement de leurs séjour sur la côte ouest du Canada. Bien des félicitations sont transmises au comité organisateur et aux nombreux bénévoles qui ont su tenir un événement d'une si grande envergure.
- Depuis la dernière assemblée, deux changements ont été apportés au Conseil exécutif national (CEN). D'abord, j'aimerais souhaiter la bienvenue à Mark Allen, un membre à vie de l'ICISP qui a remplacé Josée Thériault comme président de la Section du Nouveau-Brunswick. J'aimerais également souhaiter la bienvenue à Jason MacDonald qui succédera à Koreen Anderson à la tête de la Section de l'Alberta. Autant Josée que Koreen, avec leur enthousiasme assidu et leurs sens d'observation bien avisés, vont nous manquer mais le CEN attend avec impatience la venue de Mark et Jason. Ils apporteront tous deux énergie et vision autour de la table.
- Suite à un appel d'offre ouvert et un processus d'évaluation très ardu, l'ICISP a nommé son premier Coordinateur d'échange international; il s'agit de Lisa Vincent. Elle est tellement impliquée au niveau des échanges internationaux que pour un moment on ne savait pas si elle était au Canada ou en mission ailleurs dans le monde. Prochainement nous travaillerons avec Lisa et l'IFEH pour identifier des opportunités d'échanges.
- Comme mentionné précédemment par différentes voies de transmission, le CEN a entrepris une revue du modèle opérationnel de la revue Environmental Health Review incluant son financement. En fin de compte, il fut décidé que l'engagement avec la firme "D2C2 Entreprises" se terminera à la fin du présent contrat. C'est pourquoi j'ai offert un sincère au revoir dans la dernière édition de l'EHR aux personnes rattachées avec D2C2, soit Dominic et Debra Losité et nous leur souhaitons le meilleur dans tous leurs projets futurs. Par conséquent pour évaluer la "voie à suivre" un comité a été formé pour étudier les possibilités de transition vers un nouveau modèle de publication pour la revue EHR. Ce comité a travaillé assidûment au cours des derniers mois et je suis heureux de partager avec vous que ce groupe ait pu obtenir un nouveau service de publication à un prix très compétitif. Notre prochaine étape est d'annoncer un nouveau rédacteur en chef. Notre souhait est que la nouvelle version de l'EHR sera aussi d'actualité et utile que la version précédente mais plus rigoureuse en terme de contenu et de facilité d'accès.
- Le début d'avril 2011 a marqué la fin de l'engagement financier de l'Agence de santé publique du Canada qui a aidé à défrayer les frais pour le développement du programme de DPC. En tant que tel, c'est maintenant la responsabilité du CEN à identifier les moyens pour maintenir l'infrastructure et le processus qui ont été développés au cours du projet. Mille mercis à tous les professionnels en santé publique environnementale qui ont participé aux groupes de discussion, qui ont aidé à élaborer la

documentation et les outils et qui ont fourni leur appui au projet d'environ 3,5\$ millions durant les 5 dernières années. Sans vous, nous n'aurions pas pu le faire.

- Dans le cadre général des opérations du programme DPC, le CEN a également entrepris un projet de réorganiser le Centre de service aux membres (CSM) pour créer un portail Internet «à guichet unique» qui avait été envisagé au préalable. Les utilisateurs Web indiquent que la refonte du CSM a été bien reçue. Les membres sont fortement encouragés à utiliser le système pour partager leurs expériences, de suivre leur développement professionnel aussi bien que garder un contact avec les collègues partout au pays.
- La planification est pleinement en cours pour la Conférence éducative annuelle(CEA) 2012 qui se tiendra à Blue Mountain, Ontario. Les représentants seront disponibles pour répondre aux questions à leur kiosque dans la salle des exposants lors de la CEA 2011 à Halifax.
- Alors que nous entamons le dernier droit des célébrations du centenaire de l'ICISP en 2013, vous commencerez à voir les nouveaux logos utilisés dans tous matériaux officiels de l'ICISP. Les deux logos ont été conçus par le comité organisateur de la Conférence 2013 pour la CEA 2013 mais ils ont permis à l'ICISP nationale ainsi qu'aux Sections de l'utiliser de paire avec nos logos actuels pour «faire passer le message» comme tel. Les logos ressemblent à ceci:



- Enfin, je tiens à exprimer mes sincères remerciements et ma gratitude au comité organisateur de la Conférence 2011 et leur équipe de bénévoles dévoués. Bien que la Section de la Nouvelle-Écosse/Île-du-Prince-Édouard soit l'une des plus petites Sections de l'ICISP, personne ne peut jamais remettre en cause leur attachement à l'ICISP ou à la profession de la santé publique environnementale.


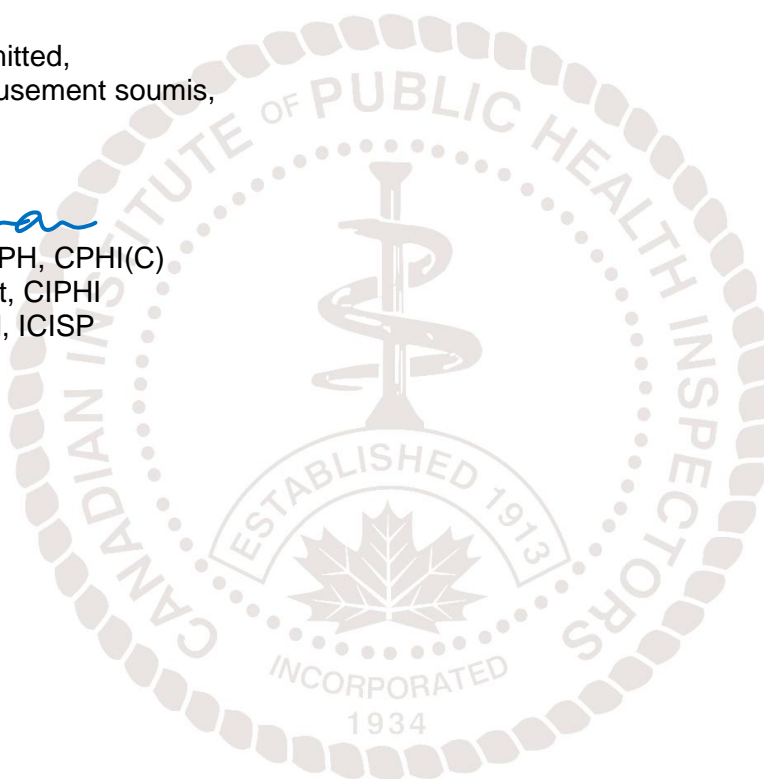
Maintenant, je voudrais rappeler aux membres que mon mandat comme président national se terminera à la fin de l'année 2012 (plus précisément le 31 décembre) et il serait important et bénéfique d'avoir une personne qui serait intéressée au poste de président désigné, actuellement vacant. Le poste de président désigné, au niveau de la direction, fut créé dans le but d'assurer une continuité du leadership ainsi que d'assurer une stabilité transitionnelle d'une présidence à l'autre. Ce poste serait une excellente opportunité pour quelqu'un qui est intéressé à prendre la direction de l'organisation afin de guider le développement et la poursuite de l'évolution de la santé publique environnementale au Canada dans le deuxième siècle de l'ICISP.

Entre temps, jusqu'à la prochaine AGA de Blue Mountain, je me suis engagé à poursuivre la volonté du CEN de continuer à renforcer nos pratiques opérationnelles ainsi que de s'assurer que les différents processus que nous avons mis en place demeurent financièrement viables et durables. Nous identifierons des occasions de réduire les coûts et mettre nos énergies dans

des initiatives qui permettront à l'ICISP de fonctionner selon ses moyens tout en offrant les services que nos membres nécessitent. La responsabilité financière signifie non seulement de prendre soin de l'argent que nous avons, mais également à rechercher et à identifier d'autres sources de revenus qui peuvent nous aider à atteindre nos objectifs.

En terminant, au nom du CEN, je voudrais remercier les membres de votre soutien continu envers l'ICISP et de nos objectifs identifiés. La route vers la reconnaissance est longue, mais ensemble nous pouvons atteindre ces objectifs méritoires. En conclusion, n'oubliez pas de célébrer ce que nous sommes en tant que professionnel et de reconnaître notre unicité dans le domaine de la santé publique. Essayez de vous concentrer sur ce qui nous lie....le désir d'améliorer le monde dans lequel nous vivons, non seulement pour nous-mêmes, mais aussi pour nos familles, nos amis et nos voisins.

Respectfully submitted,  
Le tout respectueusement soumis,

  
Phi Phan, BSc, MPH, CPHI(C)  
National President, CIPHI  
Président national, ICISP

## **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 to thank the Branch Executive for all of its hard work and continued support during the past year.

I would like to report on the following:

### **1. Finances**

The BC Branch's finances continue to be strong despite the BC Branch's decision not to hold Annual Educational Conferences (AEC) in 2009 and 2010. The joint 2010 IFEH International Congress and 76<sup>th</sup> Annual CIPHI Conference was expected to re-capture lost revenues from 2009, but instead operated at an unexpected deficit. The business of the Branch will be closely monitored throughout 2011 with the goal of returning to a revenue positive yearend balance.

### **2. Out of Province FoodSafe Level I Certificates**

The BC Branch continued its partnership with the FoodSafe Secretariat to process certificates for FOODSAFE Level I online learners residing outside of British Columbia. This income stream continues to strengthen year to year. Ninety-one out of Province FOODSAFE Certificates were processed in 2010 which generated \$910.00 in revenue in 2010.

### **3. Advocacy**

The BC Branch responded to the former Minister of Healthy Living and Sport, as well as the Minister of Health Services in defense of BC's Environmental Public Health Professionals (EPHP's) following accusations of inadequate community relations, and inconsistent application of progressive enforcement measures.

The Branch met with the Ministry of Health, and continues to liaise with them regarding enabling the BC Public Health Act with specific reference to the CIPHI credential as the defining qualification for EPHP's in BC. This lobby also includes enabling the BC Public Health Act with specific recognition of the CIPHI Continuing Professional Competencies program as a legislated standard for ongoing training.

The Branch once again obtained recognition of Environmental Public Health Week (EPHW) by the Governor General's Office through Official Proclamation. Many successful promotional media campaigns were organized throughout BC in support of EPHW 2010.

The joint 11<sup>th</sup> International Federation of Environmental Health World Congress and 76<sup>th</sup> CIPHI Annual Education Conference was hosted in September 2010 in Vancouver. This was a fantastic and memorable world class event with diverse international delegates in attendance. A huge thank you is extended to the organizing committee for all their hard work and dedication.

The BC Branch continued its participation on BCIT's Program Advisory Committee, and became a member of the Curriculum Review Committee in consideration of program content revisions for the School of Environmental Health. The Branch continued its financial support of BCIT bursaries and attended the awards presentation ceremonies as presenters. The Branch values its relationship with BCIT and is dedicated to supporting both the students of the Environmental Health program through participation at career fairs, assistance with research studies, and through presentations to prospective future students.

### **4. BC Page**

The BC Page continued under the lead of Sarah MacDougall and her editing team Isher Deol and Tim Roark. Alex Kwan, former editor, continued to provide assistance from the sidelines. The 2010 editions of the BC Page continued to be a great source of information and connectivity for BC Branch members.



## 5. Branch Constitution and Bylaws Changes

The Branch passed two motions in 2010 that changed our Constitution and bylaws. The first motion provided allowance for the use of electronic business practices in the conduct of BC Branch business. The second motion changed the Executive Officer position of Vice-President to President-Elect and established a clear continuity of service from the position of President-Elect into the Position of President. It further established a two-year term of service for all members of the Executive Committee. These changes were made to legitimize the current, often electronic, business practices of the Branch and to provide a more reliable means of knowledge retention and transfer during transitions within the BC Branch Executive and CIPHI's National Executive Council.

The BC Branch maintained an interim Board of Registration Committee throughout 2010 as a transitional measure until the Continuing Professional Competencies program and the Council of Professional Experience became fully functional. The Council of Professional Experience established itself throughout 2010 and it is expected that it will reliably replace the duties of BC's Board of Registration. Bylaw #2 will be reviewed prior to the 2011 AGM in consideration of amendments to the BC Constitution and Bylaws.

## 6. Membership

YEAR	LIFE	REGULAR	RETIRED	STUDENT	HONORARY	ASSOCIATE	FRATERNAL	TOTAL # MEMBERS
2003	4	189	8	15	3		0	220
2004	3	214	8	15	3		1	244
2005	3	207	11	20				241
2006	3	184	16	31			1	235
2007	3	194	25	24	4	1	3	254
2008	3	161	14	30	4	1	1	214
2009	3	149	8	29	7		1	197
2010	4	173	23	66	8	0	2	276
2011 at May15, 2011	8	145	13	13	5	0	2	186

## 7. Continuing Professional Competencies

CIPHI's Continuing Professional Competencies (CPC) launched on schedule in January of 2010. It took much dedicated effort to realize its completion. It was a proud moment for CIPHI, which should be shared by all members across this Province, and especially to the many volunteers in BC and Nationally, whose concerted efforts brought it into fruition.

The Member Service Centre (MSC) underwent a re-design and functionality review and enhancement process throughout 2010 to ensure it provided support for the CPC Program and the members who would utilize its services. The re-launch of the MSC occurred in December 2010, just in time for online entry of professional development hours at the close of the CPC program's first operational year. Many BC

members, as well as members across Canada, participated in beta testing of the MSC modules prior to the re-launch providing invaluable feedback to CIPHI's MSC Committee. This was another huge CIPHI undertaking and the best reward to those involved in its re-creation is through member traffic to the MSC and its various services.

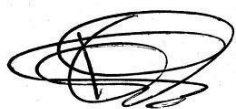
## 8. Strategic Planning

The BC Branch Executive held a strategic planning session in December 2010. It afforded a great opportunity to review the historical activities of CIPHI BC Branch and to identify and prioritize the current and future directions for the Branch. It provided an opportunity to convey knowledge from experienced Executive Members to new members and to understand BC Branch's role within CIPHI and CIPHI's National Executive Council. It is an important time for unity and for strengthening the direction of CIPHI and its Provincial Branches.

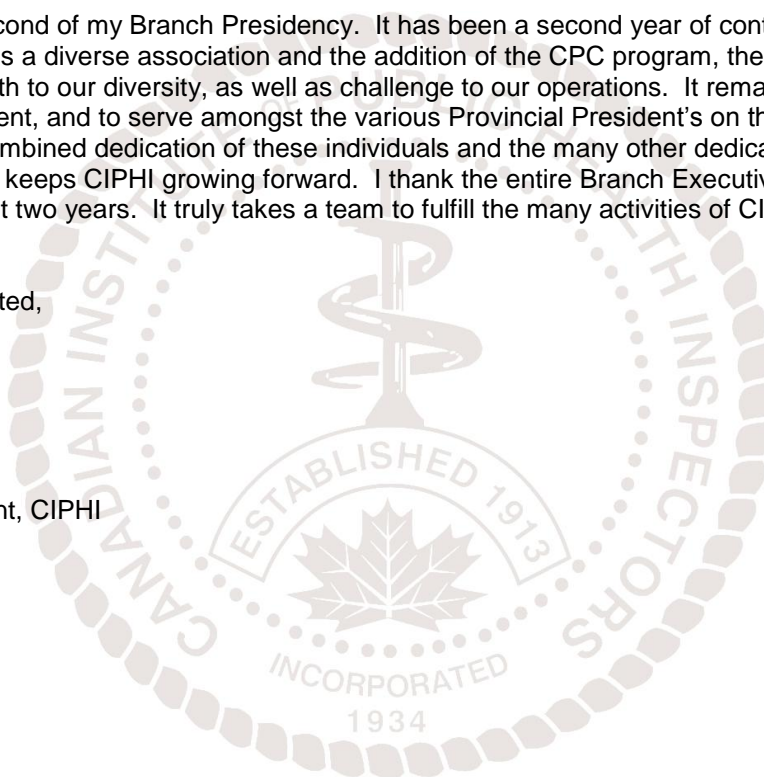
## Conclusion

This AGM is the second of my Branch Presidency. It has been a second year of continued growth and knowledge. CIPHI is a diverse association and the addition of the CPC program, the MSC, and bilingual services add strength to our diversity, as well as challenge to our operations. It remains a pleasure to serve BC as President, and to serve amongst the various Provincial President's on the National Executive Council. It is the combined dedication of these individuals and the many other dedicated volunteers across Canada that keeps CIPHI growing forward. I thank the entire Branch Executive for their enduring support over the last two years. It truly takes a team to fulfill the many activities of CIPHI and the BC Branch.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Keir Cordner".

Keir Cordner  
BC Branch President, CIPHI





## **ALBERTA BRANCH PRESIDENT'S REPORT**

On behalf of the Alberta Branch, I would like to thank Barry MacGregor and his team for all of their hard work in preparation for this year's National Conference. Our Albertan delegates are very excited about both the program and the location. Please join me in a tip of the proverbial *Cowboy Hat* to Team Nova Scotia!

### **New President and Vice President**

The CIPHI Alberta Branch held its AGM this past April in Sherwood Park. Outgoing President Koreen Anderson becomes our Past-President and former Vice-President Debra Langier-Blythe remains active with our Branch. I will be taking over as president for this term and Jon Elliott will be our new VP. Despite the changes, we have great continuity throughout the balance of our Executive Board and are excited for an injection of new thoughts and experiences.

### **Continued Enthusiasm**

In the fall of 2009, in an effort to capitalize on the swell of enthusiasm generated from the CPC program, our Executive set a two year plan to engage our members through recognition, awards and outreach. We have seen significant successes in membership engagement since that time. For example, this spring we had an unprecedented amount of nominations for our each of our annual Alberta Branch awards. Our fall and spring general meetings throughout the province have been very well attended, our committees are fully staffed and we continue to strengthen our partnerships with both our members' employers and Concordia University College. The new Executive is excited to continue to build on this enthusiasm, particularly with an eye on 2013 and beyond.

### **New Award**

The Spring AGM also saw the first awarding of the D.R. Vujevic Award to our most promising young professional. This award was named and given in memory of Daniel, who passed away in 2010. Daniel's parents were on hand to help present the award, which was the perfect ending to some great work by our members. Sarah Yusuf from Calgary was this year's winner.

### **Educational Workshop**

Our 12<sup>th</sup> Annual Fall Educational Workshop will be held in Calgary on October 2<sup>nd</sup> - 3<sup>rd</sup>, 2011. This year's theme is *Back to the Future*.

### **California**

I attended the 60<sup>th</sup> Annual California Environmental Health Association Symposium in Ventura, California in April. I spoke on behalf of CIPHI about the Tanzania Challenge Exchange and many of the other great global environmental health initiatives our members participate in. Our colleagues in California were very excited to hear what we are up to and invited us all to consider attending next year's conference in Sacramento.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "J. MacDonald".

Jason A. MacDonald, CPHI(C)  
Alberta Branch President, CIPHI

## **SASKATCHEWAN BRANCH PRESIDENT'S REPORT**

On behalf of the SK Branch, I submit the following report outlining the activities of the branch for the past year.

The SK Branch saw strong membership numbers again this past year. Membership agreements in place with the various provincial employers (Health Regions) and a successful student membership drive contributed to our strong membership numbers. The SK Branch Executive is committed to engaging membership through education sessions and advocacy projects in the coming year.

In November 2010, the SK Branch hosted the 3<sup>rd</sup> Annual Professional Education and Development Seminar in Saskatoon. Membership support along with the student (FNUC) attendance resulted in a successful seminar. The seminar showcased public health professionals and products from across Canada. Attendance at this seminar has always been free for our SK Branch members. Several members volunteered time to organize and deliver the seminar. The dedication and efforts of volunteers are integral to the continued success of SK Branch initiatives. Michael McCann did a fabulous job chairing the seminar. Many thanks to those who helped make the 2010 seminar a success!

The SK Branch held its Annual General Meeting in Saskatoon (November 2010). There were no changes to the SK Branch Executive: Councilors Doug Terry (Life Member), Michael McCann, Verna Law and John Prince; Secretary Travis Philipation; Treasurer Paul Ross; and Past President Ken Cross. I look forward to working with this Executive Team and Membership as we move the Branch forward. As a note, a highlight for many (including myself) who attended the AGM was the presentation of a 50 year member award to Mr. Gordon Button (Life Member).

The SK Branch and the First Nations University of Canada (FNUC) continue to forge a strong working relationship. The SK Branch hosted an information night for FNUC students this past year. Student memberships are at an all-time high and the Executive look to continue this trend.

The SK Branch remains fiscally responsible. Merchandise and product sales in the Province continue to offset the operational and education expenses. The Executive plan to review the SK Branch budget to ensure our branch will remain fiscally viable well into the future.

I would like to thank our newsletter editor, Michael Hayduk (2010 SK Branch Member of the Year), for his dedication and hard work on our Branch newsletter.

On behalf of the SK Branch, I would also like to congratulate those members involved in planning the 77th Annual Education Conference in Halifax.

Respectfully,

A handwritten signature in blue ink, appearing to read "Ryan Philipation", enclosed within a blue oval.

Ryan Philipation  
SK Branch President, CIPHI

## **MANITOBA BRANCH PRESIDENT'S REPORT**

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

### **Membership**

Manitoba saw an increase in the number of members in 2010. Of all those eligible to be a regular member of CIPHI in Manitoba, approximately 86% were members in 2010.

### **2013 National Educational Conference**

Manitoba was successful in its bid to host the 2013 National Education Conference which will mark the 100<sup>th</sup> anniversary of our great association. The Centenary Conference will be held from June 23<sup>rd</sup> - 26<sup>th</sup>, 2013, in Winnipeg, Manitoba. The theme of the conference is "**100 Years of Distinction in Public Health Protection**". We will have an exhibitor booth at the Halifax NEC to start promoting the conference. We look forward to hosting this prestigious event.

### **2011 Educational Conference**

Manitoba will be hosting our Annual Educational Conference from September 14<sup>th</sup> - 16<sup>th</sup> at the Clarion Hotel in Winnipeg. The Branch Executive has been very busy planning this conference. The theme for the Conference is "**Closing in on a Century of Health Protection and Promotion**". We will have a variety of very interesting speakers and topics as well as an exhibitor area to learn about the various products and services available in our field. The event will include a Wine and Cheese evening on September 14<sup>th</sup> and the President's Banquet on September 15<sup>th</sup>. As well, we have added the Branch Golf Tournament on September 13<sup>th</sup> to kick off the Conference in style.

### **Advocacy and Outreach**

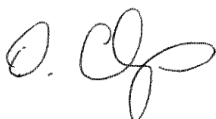
We are excited to report that the split jurisdiction issue in the City of Winnipeg has been formally resolved. It has been officially announced that the PHIs working for the City of Winnipeg will be transferred to the Province of Manitoba. The transfer will take approximately 3 years and will include 16 PHI positions. This will streamline service delivery in the City of Winnipeg. A big thank you goes out to all of those individuals in our Branch that were instrumental in advocating for this move.

### **Distinguished Member Award**

The Manitoba Branch has developed the **Distinguished Member Award** that will honor an individual who, in the opinion of the Manitoba CIPHI Branch Executive, has displayed the highest standard of professional practice over the course of a two year period. This award will be presented every two years at the CIPHI Manitoba Branch Annual Education Conference during the President's Banquet.

Finally, I would like to congratulate the NS / PEI Branch on hosting the 77<sup>th</sup> AEC. I wish you a successful and memorable conference.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "D. Chrisp", with a stylized flourish at the end.

Darcy Chrisp  
Manitoba Branch President, CIPHI

## **ONTARIO BRANCH PRESIDENT'S REPORT**

*It takes a Nation of Members to build a Profession*

Today's report is the first official announcement of the new CIPHI Ontario Branch Strategic Plan priorities. This report will center on the strategic plan, as it forms the foundation for where I would like to see CIPHI Ontario moving towards the end of my term in 2012. Since my last report in the Fall, CIPHI Ontario has completed our strategic planning process and is now developing operational plans to see our strategies through to success. Over the coming months and through the duration of the strategic plan, CIPHI Ontario will be providing further updates and summaries of work completed.

While the strategic planning processing has been the primary focus over the last few months, our committee and professional development work continues. CIPHI committees and members have been busy helping organize educational conferences including: 2011 CD Conference (May 12<sup>th</sup> to 13<sup>th</sup>); 2011 CIPHI Ontario Branch Educational Conference and Food Safety Forum (October 2<sup>nd</sup> to 5<sup>th</sup>); and the 2012 CIPHI National Educational conference at Blue Mountain Resort.

### **CIPHI Ontario Strategic Plan 2011 - 2014**

In the Fall of 2010, the Ontario Branch Executive Council (OBEC) contracted the services of Michael Stanleigh, from Business Improvement Architects, to facilitate the strategic plan. Preparation for the planning session included surveying Ontario public health inspectors (a total of 137 responded to the survey questions), key informant interviews with OBEC members, as well as representatives from ASPHIO, MOHLTC, and CIPHI National. I would like to thank all the CIPHI members and non-members who took the time to complete the survey and participate in the interviews. Your responses, comments, and recommendations were invaluable throughout the strategic planning process.

On January 28<sup>th</sup> to 29<sup>th</sup>, 2011, the OBEC, Michael Stanleigh and our invited guests: Chris Munn, Eric Serwotka, Ken Gorman, and Francine Paquette, met in Niagara Falls for the strategic planning session. The OBEC felt it was important to increase the representation of CIPHI members outside of the executive at the planning session to ensure a more comprehensive strategic plan. The invited guests provided a depth of public health experience, working knowledge of CIPHI, its committees and public health partners. The information collected from the survey of public health inspectors and interviews was used to guide our strategic planning session and develop the CIPHI Ontario Branches seven strategic goals and associated objectives.

The attendees worked on answering the following CIPHI Ontario key strategic questions:

- What are our member's needs, wants, and preferences that are relevant to our strategic development?
- What are our member's issues, concerns, and challenges? What opportunities do these present?
- What are the current realities and evolving dynamics of CIPHI Ontario that are relevant to the development of our strategies?
- Generally, what are the opportunities that we should work towards?
- What is the direction we want for CIPHI Ontario?
- What will CIPHI Ontario look like, ideally, in five years?
- How will we maintain what we do well and how can we make it better?



The overall intent of the Strategic Plan is to move the CIPHI Ontario Executive towards a pro-active focus in their decision-making and to ensure that their continued mandate for excellence in the delivery of service to their members is maintained.

### Next Steps

1. Quarterly plan reviews will be completed by the OBEC to ensure its continued relevance. Each review will provide an opportunity to examine what has and has not been accomplished from this plan and what actions may be necessary to keep the plan on target. The review process will also provide an opportunity to add, delete and / or change the Strategic Plan.
2. Overview of the new proposed OBEC Structure (strategy #3) will be provided in a follow-up brief to CIPHI Ontario members by the end of June 2011. In summary, the OBEC is looking to reduce the total number of members on the OBEC from twelve to eight. We are also planning to transform the councillor portfolios away from program based functions to more executive and leadership functions. In order to achieve this, CIPHI Ontario will need to increase its use of volunteer members outside of the executive by enhancing our environmental health program committees and establishing regional networks and working groups. The OBEC realizes that this is a significant undertaking and is important that members have an understanding of the rationale for the proposed re-structure and what we propose to make it come to fruition. Stay Tuned!

### 2011 – 2014 CIPHI Ontario Strategic Priorities

Group	Strategy	*Owner
1. Professional Development	Create educational opportunities / tools, accessible to our members so that they can develop / augment their skills, knowledge and attitude.	Raymond Ramdayal
2. Membership	Increase CIPHI Ontario profile in order to attract and maintain membership.	Dennis Persaud
3. Structure	Create a CIPHI structure that flexes to meet the emerging demands, provides cross-coverage and includes a regional model for member participation.	Ken Diplock
4. Communication	Promote CIPHI as the expert “voice” in environmental and public health.	Sandy Stevens
5. Partnerships	Engage with Public Health Stakeholders in order to share ideas / knowledge and increase their endorsement for the profession.	Cathy Egan
6. Volunteers	Increase the capacity of CIPHI and fulfill the objectives by engaging members.	Cindy Peacock-Rocca
7. Funding	Develop sufficient funding sources to enable us to be stable, transparent, autonomous and self-directed.	Cameron Weighill

**\*Note:** An owner has been assigned to oversee each of the seven strategies. The owner is responsible for the development of the workplan, coordinating activities and providing progress reports to the OBEC.

## Educational Conferences

2011

### **Food4Thought Public Health and Industry Working and Learning Together**

The Canadian Institute of Public Health Inspectors (Ontario Branch) Executive and Food Safety Forum are pleased to host the 72nd CIPHI Ontario Annual Educational Conference, from October 2nd- 5th, 2011 at the White Oaks Conference Resort located in Niagara-on-the-Lake, Ontario.

This year's conference theme, "**Food4Thought**" will provide delegates with a unique opportunity to understand and share issues relating to food and health related challenges both in public health and industry. The program will focus around four areas: Communication, Education, Implementation and Culture. Please visit the conference webpage to learn more and to register:

<http://www.ciphi.on.ca/knowledge-centre/events/conference>.

2013

CIPHI Ontario is pleased to announce the acceptance of the bid from York Region to host the 2013 conference. 2013 is a very special year for CIPHI marking our 100th year as an organization. York is looking forward to welcoming PHIs from across Ontario to join them in the fall of 2013 to learn, network and celebrate our centennial.

CIPHI Ontario continues to lead, promote and advocate for Environmental Public Health Professionals in Ontario. We are dedicated to increasing our capacity to better serve our members and increase their involvement in CIPHI and CIPHI Ontario Branch activities.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Diplock".

Ken Diplock  
Ontario Branch President, CIPHI



## **QUEBEC BRANCH PRESIDENT'S REPORT**

Il ya maintenant près d'un an que l'Association des inspecteurs en Santé Publique environnementale du Québec a été crée en tant que la section du Québec de l'institut canadien des inspecteurs en santé publique. J'ai l'honneur de vous adresser, conformément au règlement, le rapport sur les activités et les résultats depuis la création l'Association des inspecteurs en santé publique environnementale du Québec (A.I.S.P.E.Q.) le 8 mars 2010.

Voici les tâches accomplies depuis le 8 mars 2010 par le comité de travail de l'AIPEQ:

- Le 22 septembre 2010, l'AIPEQ, la « Section du Québec de l'Institut canadien des inspecteurs en santé publique », a été dûment enregistré au registraire des entreprises du Québec sous le numéro d'entreprise (NEQ) 1166842998.
- Le 12 et 13 novembre 2010, nous avons eu l'honneur et le privilège d'accueillir dans la belle ville de Québec les membres du Comité de Certification (CDC). Ils ont profité de leur séjour pour donner une séance de formation pour l'accréditation de membres chargés d'administrer les examens oraux pour l'obtention du certificat de l'ICISP ici au Québec. Ainsi, 8 personnes ont reçu leur formation. Bravo et merci!!
- À la suite de cette formation, M. Érik Allain a été nommé au poste de coordonnateur des examens de certification au Québec
- Le 19 avril 2011, nous avons organisé notre premier board de certification au Québec pour un candidat francophone
- Nous avons initié avec le Collège Ahuntsic et l'université de Sherbrook les bases d'un projet pour implanter un programme de formation continue orienté vers la pratique de généraliste en SPE

Parmi d'autres résultats que les efforts nous ont permis d'atteindre, je voudrais citer, entre autres le développement d'un plan d'affaire de l'AIPEQ pour obtenir l'appui financier du gouvernement. Nous nous sommes engagés à travailler en étroite collaboration avec tous les acteurs et intervenants afin d'appuyer, de favoriser et de faire progresser la santé publique environnementale au Québec. À cet effet, nous nous joindrons à l'Agence de la santé publique du Canada dans le cadre des prochaines journées annuelles de santé publique (JASP 2011).

Je voudrai féliciter et remercier tous les volontaires et promoteurs de l'AIPEQ pour leur travail de bénévolat.

Merci.

A handwritten signature in blue ink, appearing to read "Oumar Ba".

Oumar Ba  
Président provisoire de l'AIPEQ

## **NEW BRUNSWICK BRANCH PRESIDENT'S REPORT**

It is my honour and pleasure to present the report from the New Brunswick Branch to the 2011 National Meeting.

I want to start by thanking our colleagues in the Nova Scotia – Prince Edward Island Branch for hosting the 2011 meeting. Many hours of work goes into an event like this and we in NB appreciate your efforts on our collective behalf.

In the Fall of 2010, we experienced an excellent Branch Annual Meeting and Educational Conference in Saint John with a record of 49 delegates attending.

Key speakers at the conference were from the Saint John Water Commission, Canadian Food Inspection Agency, Rentalman's Office, Atlantic Health Sciences Corporation, Department of Environment, and the Cruise Ship Inspection Team from Health Canada. The conference programme included 10 formal presentations along with a tour of a cruise ship. There were 8 exhibitors and over 30 donations from the City of Saint John and business throughout the South Region.

The highlight of the conference was the cruise ship tour aboard the Princess Caribbean. Princess Cruises and Health Canada conducted tours of the ships galley, potable water and waste water systems, day care facilities and medical facilities.

In addition to being a hit education wise, the conference also turned a profit of \$10,438. Hats off to Doug Walker and his team!

Membership in the Branch is strong – 56 members. However, we continue to work on growth. This year two priorities are to strengthen our ranks in the area of retired members and in members from the Federal employers.

Other priorities for the year are:

- Improving our Branch Website
- Improving our participation in Board of Certification
- Reviewing Branch Constitution and standing committees
- Improving our understanding of member expectations

Respectively submitted,

Mark Allen  
New Brunswick Branch President, CIPHI

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

The Nova Scotia / Prince Edward Island Branch is small, but there is nothing like hosting a National CIPHI Annual Educational Conference to bring a group together and maximize their true potential. Personally, I find the dedication, team work, and camaraderie to be invigorating and well worth the effort required to produce an event that serves our profession, Branch and region proud. This year's conference theme is "***Strengthening Collaboration: Strengthening the Profession***". This theme is very applicable to the public health system in Nova Scotia, where public health and environmental public health disciplines are hosted within specialty agencies, thus necessitating collaboration to effectively assess, reduce and prevent public health hazards. Our conference organizing committee has worked hard to compile quality speakers / presenters that will expand and enhance attendee's knowledge of current and emerging environmental public health topics, while providing a social program to enhance networking opportunities. Congratulations to our team! We truly hope everyone enjoys our conference program, the beauty of our region and of course our "down east hospitality".

As mentioned, our Branch is small. With less than 50 "Regular" members, it is estimated that this number is approximately 55% - 60% of full potential. Early in 2011, the NS / PEI Branch Executive distributed a survey in an attempt to begin a revitalization process that would help to strengthen our Branch through input from current members, as well as feedback from known potential members. Our survey was sent to 75-80 known holders of the "Certificate in Public Health Inspection (Canada)" in our region, 42 provided feedback. The plan is to have the survey results distributed amongst all known CPHI(C) holders before our upcoming conference. Though there were a few positive comments regarding the progress CIPHI (nationally) has made in recent years and the dedication of those involved in both the National and Branch Executives, the vast majority of feedback was critical of our Branch activities, or lack thereof. The main issues identified to achieving greater membership interest and participation can be summarized into two general areas of dissatisfaction:

- Lack of communication between Executive and membership, as well as between members.
- Lack of benefits for being a member of CIPHI.

This information is really not surprising, but the benefit of the survey submissions is that we now have a broader perspective (instead of one-on-one discussion and speculation) and in fact, some great feedback (positive and negative) that the Executive can work with to initiate Branch improvements. Survey participation was greatly appreciated and apologies to those that may have been missed. We continue to solicit input regarding potential members and as informed, our potential membership contact list is modified for future communications.

So, what is the next step? Personally, I would like to see the upcoming National conference as a spring board to Branch rejuvenation. It is not often that our Branch has the opportunity to host such a significant event, every 7-9 years, or 4-5 times over one's career. Considering the information provided by our survey, the present environmental public health structure in Nova Scotia and the public health / environmental public health renewal taking place in Nova Scotia at the present time, it would be remiss for our Branch not to harness the enthusiasm a National AEC generates to begin the next chapter in the life of the NS / PEI Branch of CIPHI. If not

before, our Branch Executive hopes to begin this chapter of growth at our next Branch Annual General Meeting slated for June 29<sup>th</sup>, 2011, which is the closing day of our National Conference (FYI: a Kieth's Brewery Tour is scheduled to follow our AGM, as an additional social event of our conference). The Branch Executive is encouraging all members-in-good-standing to attend and participate in their AGM, as it is the membership that will build and sustain their Branch.

2010 marked the first operational year of CIPHI's Continuing Professional Competencies (CPC) Program. The uptake from the NS / PEI Branch membership has been indicative of the membership survey comments. Other influences could include unfamiliarity and / or reluctance to change. Also, frustration with glitches that unfortunately go along with any new program, were experienced with our new Member Service Center (MSC). To promote NS / PEI membership involvement in the CPC Program, our Branch Champions have promoted the fact the program is really not difficult or complicated. In fact, the program actually provides structure to assist in one's departmental / agency performance management program. Whether we acknowledge the fact or not, work and life provide ongoing professional development opportunities through participation in presentations / meetings (attending or giving), mentoring, volunteering, courses, conferences etc. The CPC program actually provides a framework to work within and to document what is actually achieved to improve as a professional on an annual basis. As for the MSC, bugs have been tracked and rectified so this site is now functioning as envisioned, that being the hub of CIPHI activity. With all of this in mind, everyone must consider the fact that many CIPHI volunteers and public health organizations have dedicated much time and effort into the development of a process that is broadly viewed in this day-n-age as imperative to sustain and grow as a professional group. Again, it is now up to our professional group to embrace the process! **(Note: Halifax Conference has been approved by CoPE for 6 PDH's / day)**

So as the NS / PEI Branch focuses on means to more adequately mesh and inspire our membership, the Executive is also envisioning potential membership opportunities given the various initiatives taking place in Nova Scotia. Work continues on improvements through the environmental health renewal project, under the direction of Mr. Gary O'Toole in the newly formed Department of Health & Wellness (DHW). The environmental health team at DHW is continuing its work of: 1) assessing and controlling health hazards and coordinating appropriate and timely response to hazards under the authority of the Health Protection Act; 2) developing environmental public health legislation, programming and standards, and; 3) supporting regional medical officers of health and district health authority public health staff. In November 2010, DHW hired Ms. Carrie Fraser as an environmental health program officer to work mainly on personal services facilities and public swimming pools programs. Ms. Fraser's initial focus was to collect all relevant epidemiological and program data and conduct literature reviews to gain an understanding of the current state of those industries in Nova Scotia. That work is well underway with the help of public health graduate student Darlington Etummi and the focus is now turning to preparing reports and recommendations for senior management. Not surprisingly, this work is uncovering a complex network of partners and contributors not traditionally seen as part of the public health system. Did I mention the theme of our conference, **"Strengthening Collaboration: Strengthening the Profession"**?

In addition, standards are currently being developed by the Nova Scotia public health system for each of the areas of focus identified for public health. This work is part of the larger public health renewal initiative that is also well underway. These "areas of focus" include the following: Communicable Disease Prevention and Control, Healthy Development, Healthy Communities,



and Environmental Health. In January, 2011, a group of public health staff and stakeholders from across the province met in Halifax to develop the standards associated with each area of focus, including environmental health, which is now being further refined. The standards will be used as the basis for public health programming, planning, budgeting and the establishing of accountability frameworks to strengthen the public health system in Nova Scotia.

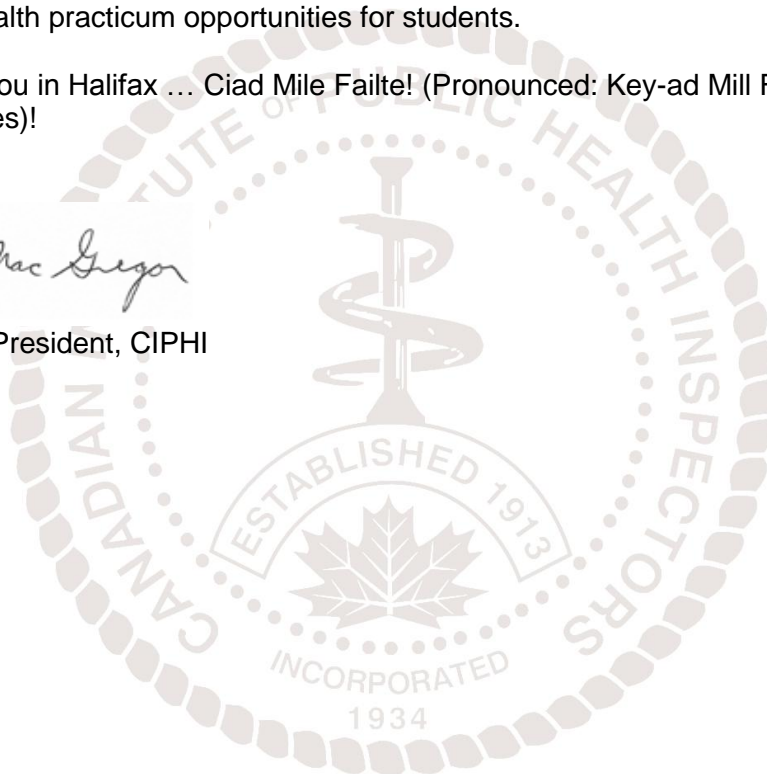
Several other key initiatives identified during the environmental health stakeholder sessions of 2010 have begun. These include the need to address program gaps and the need to clarify roles and responsibilities for environmental health. To that end, work has begun on the development of training modules and opportunities for public health inspectors with authority under the Health Protection Act, along with renewal of several Memorandums of Understanding between DHW, Department of Agriculture and Nova Scotia Environment. Work has also begun on development of a new Environmental Health Manual and the streamlining of the environmental health practicum opportunities for students.

We hope to see you in Halifax ... Cíad Mile Fáilte! (Pronounced: Key-ad Mill Fal-chou; Means 100,000 Welcomes)!

Sincerely,

A handwritten signature in cursive script that reads "Barry MacGregor".

NS / PEI Branch President, CIPHI



## **NEWFOUNDLAND AND LABRADOR** **BRANCH PRESIDENT'S**

I would like to take this opportunity, on behalf of the NL CIPHI Branch Executive to wish everyone an exciting and safe summer.

The current NL Branch Executive includes: Darryl Johnson (Past-President), Sharon Williams (East Councilor), Denise Tiley (Central Councilor), Janine Strickland (West Councilor), Karen Hann (Secretary / Treasurer), Terry Battcock (Vice President) and Sara Timpa (President).

The Branch would like to thank everyone who has contributed to its success over the last year; we are only as strong as our membership! Specifically, we would like to thank Cal Morgan, outgoing BOC Representative and Darryl Johnson, outgoing CoPE Representative. In addition, the executive would also like to thank Douglas Howse, Webmaster, and Pat Murray, Chair of the Nomination Committee, for their continued contributions. We appreciate the experience and dedication you have all brought to the table during the years in which you held your positions. I would also like to personally thank the executive for all of their assistance and support over the last year.

The Branch continues to work towards realizing goals and objectives outlined in the current strategic plan. We are pleased that we were able to offer funding support to three individuals to attend the 2011 AEC in Halifax, NS, and that we will soon announce the recipient of the Memorial Award to an individual who has long term support to progressing Environmental Health in the Province of Newfoundland & Labrador. It is an exciting time for the Branch; to be in a position to help support and promote environmental health initiatives and education.

In other news, we hope to release the 2<sup>nd</sup> edition of "Field Notes", our branch newsletter, in late summer and planning is currently in the works to offer a joint conference between the Newfoundland & Labrador Public Health Association and the NL CIPHI Branch on supportive built environments this coming autumn. On a sadder note, the Branch lost Jim Roberts, a memorable, energetic EHO in December after a well fought battle with cancer. He is greatly missed by co-workers, friends and family alike. The NL Branch extends their deepest condolences to all of those whose life he touched.

Many thanks are extended to the Department of Government Services for continuing to sponsor a member to attend the CIPHI Annual Educational Conference. We are pleased with the number of NL CIPHI branch members able to attend this year's conference and wish the NS / PEI Branch all the best; for what is sure to be an entertaining and engaging conference. Please contact me or another branch executive if you wish to discuss any of our activities or visit us online at [www.ciphi.nl.ca](http://www.ciphi.nl.ca) for more information!

Respectfully,

A handwritten signature in black ink that reads "Sara Timpa".

Sara Timpa  
Newfoundland & Labrador Branch President, CIPHI



## **100<sup>TH</sup> ANNIVERSARY COMMITTEE REPORT**

The mandate of the Centenary Committee is to plan and execute activities and create promotional material surrounding the CIPHI Centenary celebrations in 2013. In addition, the committee provides year long consistent promotional messaging using membership drives and the creation of Centennial promotions to increase and enhance the branding of CIPHI and its activities and to promote the profession internally & externally.

The committee is comprised of interested individuals from various groups including but not limited to the National Executive Council, the 2013 Annual Educational Conference Committee and the Historical Committee.

The members of the committee are as follows:

Claudia Kurzac (chair)  
Koreen Anderson  
Ron de Burger  
Stéfane Gravelle  
Peter Heywood  
Jim McCorry  
Phi Phan  
Tim Roark  
Sara Timpa

The Committee is involved in several projects, including: Stamp Request - Canada Post; Coin Request - Royal Canadian Mint; webpage & promotional material development; acquisition of historical pictures, documents and artifacts pertaining to Environmental Public Health, and; Centenary Celebrations branding. Planning is still ongoing in relation to other activities and updates will be made available via the Member Service Center.

Respectfully submitted,

A handwritten signature in black ink that reads "Sara Timpa".

Sara Timpa  
Newfoundland & Labrador Branch President, CIPHI

## AWARDS COMMITTEE REPORT

Dear Colleagues:

The Awards Portfolio is pleased to provide an update of our activities for the past year. In Vancouver during our joint IFEH World Congress and CIPHI's 76<sup>th</sup> Annual Education Conference, the following individuals and / or organizations were presented awards:

Summary Table	
Award	Nomination (Province)
Alex Cross	Claudia Kurzac (BC) Stefane Gravelle (SK)
Alexander Officer	BC Provincial Foodsafe Secretariat (BC)
Environmental Health Review	Nyall Hislop & Keara Shaw (AB) Env. HealthProtection Program; BC Ministry of Healthy Living & Sports (BC)
President's Award	Steve Chong (BC) Ken Cross (SK) Rick Sokolowski (MB)
Honorary Membership	Christina Chociolko, NCCEH (BC) Karen MacDonald (AB)
Life Member	Domenic Losito (BC)

All award recipients received a personalized award and an accompanying letter recapping their nomination and their nominators. A summary of the winners were also sent to the Environmental Health Review as well as the CIPHI National Historian for archival purposes.

For the awards to be presented at this year's 77<sup>th</sup> AEC, calls for nominations were sent via the National ListServ on several occasions as well as soliciting of each Branch Executive. All nominations received by the deadline will be vetted by the Awards Portfolio members to ensure completeness and applicability based on the established criteria for each award. Nominations will then be reviewed and voted upon by the National Executive Council prior to the conference. For those awards that require membership approval, those nominations are first voted upon by the NEC and then sent for approval by the membership at the AGM. The Awards Portfolio Chair will provide a verbal report of those awards.

Respectfully submitted,

  
Awards Committee Chair, CIPHI

## **ADVOCACY AND TRANSLATION COMMITTEE REPORT**

On behalf of the CIPHI Advocacy and Translation Committee, please accept this report regarding activities of the committee from September 2010 to April 2011. The committee members include Darcy Chrisp (Chair), Stéfane Gravelle and Peter Heywood. The committee remains open to and welcomes additional participation by members of CIPHI in good standing. The committee operates under the authority and scope described in its terms of reference and within the framework of the Institute's "CIPHI Operational Guidelines for Advocacy". This committee remains engaged in advocacy initiatives as follows:

### **Raw Milk Position Statement**

As a result of some fairly high profile cases involving the distribution of raw milk through cow share operations in BC and Ontario, our committee was asked to prepare a formal position statement on the sale and distribution of raw milk in Canada. This was completed in September 2010 and is available at <http://www.ciphi.ca/advocacy> in both English and French.

### **Evaluation of the Current Relationship Between Employers, Unions and Educational Institutions**

As part of the 2010 - 2013 CIPHI Strategic Plan, the Advocacy Committee has completed an evaluation of the current relationships between employers, unions and the five educational institutions across Canada. This evaluation will provide a good baseline from which to work from and assess successes as we continue working towards our strategic goals.

### **Future Plans**

The Canadian Institute of Public Health Inspectors is committed to formulating position statements on topics that address emerging issues, trends and patterns occurring in environmental health. The position statements are intended to be used to address areas of confusion and controversy and to promote consistency in application of environmental health programs amongst environmental public health professionals. CIPHI is dedicated to providing direction on standards related to environmental health and when necessary to prompt a call for action to our government partners and stakeholders on issues that affect the health of Canadians. If you have any ideas for future advocacy initiatives, do not hesitate to contact the undersigned at [darcy.chrisp@gov.mb.ca](mailto:darcy.chrisp@gov.mb.ca).

Respectfully submitted,



Darcy Chrisp  
Advocacy & Translation Committee Chair, CIPHI

## **COMMUNICATIONS COMMITTEE REPORT**

Effective organizational communication focuses on the development of positive and productive relationships resulting in improved member engagement and organizational productivity. Building a rapport with our members and stakeholders based on trust, accountability and transparency is of the highest priority for the Canadian Institute of Public Health Inspectors (CIPHI). With members and stakeholders across Canada, communication networks are essential for the accomplishment of timely communication at all levels of the organization. To address this, CIPHI during the past 8 months redesigned the national website, launched the Member Service Centre, and moderated the National Listserv and operation of the National Office. There was also a concerted effort to ensure all CIPHI correspondence was published in both official languages. CIPHI also engaged with its members in a number of different ways, including involvement through the CPC Program and a fundraising campaign with Plan Canada. Below is an overview highlighting some of these activities.

### **CPC Program**

As Chair of the national communications portfolio, I spent most of my time over the past two years assisting with the development and delivery of a communications campaign for the CPC program. Our successful and productive relationship with MNP ended last year but not before laying the groundwork for the delivery and promotion of the CPC Program for years to come. Sam and Ella, who were officially retired earlier this year, were instrumental in promoting the CPC Program through Facebook™ and Twitter™. One of the cornerstones of the campaign was the champions who tirelessly promoted the CPC Program on behalf of CIPHI to members and stakeholders across Canada with great fanfare and appreciation. Their efforts can account for the increase of membership CIPHI experienced in 2010. I owe gratitude to Phi Phan and MNP for their tremendous work and collaboration on this very important project and for inviting me to participate on the committee.

### **National Listserv**

The National listserv, our primary communication tool, reaches approximately 2600 environmental public health professionals across Canada and provides news on national activities in a timely manner. This communication tool has proven to be highly successful in notifying our members of upcoming professional development opportunities, promoting the CPC Program and Environmental Public Health Week (EPHW), disseminating National Executive Council (NEC) business news, and circulating pieces of advocacy. This mode of communication is supported by other communication vehicles including our linkages with social networks, specifically Facebook™ and Twitter™, the Environmental Health Review and the national website.

### **Plan Canada Project**

I am chair of the Plan Canada project which was first launched in June, 2010 as an Ontario Branch initiative but has now grown as a national campaign with support from the NEC, provincial branches, and the Environmental Health Foundation of Canada (EHFC). Plan Canada is one of the world's oldest and largest international development agencies, working in partnership with millions of people around the world to end global poverty. Not for profit, independent and inclusive of all faiths and cultures, Plan Canada has only one agenda: to improve the lives of children.



The National Executive Council has committed to raising \$10,000 by December 31<sup>st</sup>, 2011, which will be used for the construction of a well for a school in Sierra Leone. This money will cover construction, installation of a hand-pump, a geo-physical survey, water quality testing and treatment, and the provision of a maintenance toolkit. This is an exciting opportunity for CIPHI, and certainly falls within our environmental health mandate to protect the health of people.

At the time of this report we have raised \$4014.00. This project is part of a larger partnership in co-operation with Dubai Cares, a philanthropic organization that will match our contribution dollars almost 3 to 1! I am also pleased to announce that EHFC has agreed to match dollar for dollar any donations generated by the members to a total of \$1,000.00 during the balance of 2011. Please help us provide clean drinking water and a safe educational environment for children in Sierra Leone. Every dollar we raise will be money well spent. To donate please visit: <https://secure.e2rm.com/registant/LoginRegister.aspx?EventID=45794&LangPref=en-CA&Referrer=http%3a%2f%2fwww.ciphi.on.ca%2findex.php>

### Communication Policies

As with any organization, the internal business process has to be reviewed to ensure programs and activities are delivered in a consistent manner and policy and procedures are in place to assist with program delivery and succession planning. With the assistance of Claudia Kurzac, Phi Phan, and Paul Ross, five policy and procedures have been formulated to address the management of the national listserv, internal communications process, CIPHI publications, producing and distributing media releases, and the use of our logo. Further resources will be developed in the future to assist members of the NEC, BOC, CoPE, and its' committee members with the development and publication of communication materials.

### 2012 and Beyond

The communications portfolio has several exciting and important activities planned for the next year. Future work includes the finalization of the national communication policies, assisting with the creation of the annual national report, and the formulation of branding and marketing plan. CIPHI will continue to ensure that all communication channels are maximized so that members are informed of NEC business in a timely manner with the ultimate goal of strengthening and promoting our organizational and professional profile. For 2011 and beyond, members of the NEC will continue to work together and operate in a transparent and open fashion in the best interests of our members and stakeholders. Communication to our members is of the utmost importance to CIPHI and we will continue to ensure our members are regularly informed of news, upcoming changes, and professional development opportunities through all communication vehicles available at our disposal.

Respectfully,

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

Peter Heywood, B.A.Sc., CBO, CPHI(C)  
Ontario Branch Immediate Past President, CIPHI



## **CONSTITUTION AND BYLAWS COMMITTEE REPORT**

The Constitution and Bylaws Committee of the Canadian Institute of Public Health Inspectors (CIPHI) reports directly to the NEC. This committee's objective is to keep the National Constitution and Bylaws current for the effective management and delivery of CIPHI operations and services.

Last year saw many amendments and additions to the Constitution and Bylaws. These changes were mainly due to the introduction of the Continuing Professional Competencies (CPC) Program. The Constitution and Bylaw changes were registered as required with Corporations Canada.

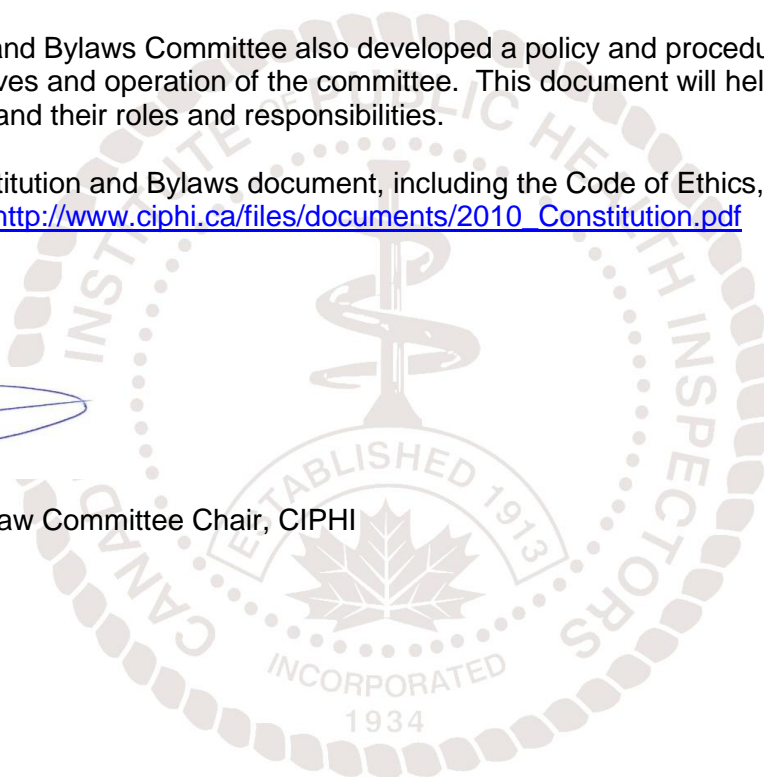
The Constitution and Bylaws Committee also developed a policy and procedure document to outline the objectives and operation of the committee. This document will help future committee members understand their roles and responsibilities.

The revised Constitution and Bylaws document, including the Code of Ethics, is posted on the CIPHI website at [http://www.ciphi.ca/files/documents/2010\\_Constitution.pdf](http://www.ciphi.ca/files/documents/2010_Constitution.pdf)

Respectfully,



Ryan Philipation  
Constitution & Bylaw Committee Chair, CIPHI



## **ENVIRONMENTAL PUBLIC HEALTH WEEK COMMITTEE REPORT**

Environmental Public Health Week (EPHW) was held January 17<sup>th</sup> – 23<sup>rd</sup>, 2011. The theme was “Safeguarding Your Everyday Lives” and was intended to bring attention to the fact that Environmental Public Health Professionals do more than just food inspections. Many thanks to Victor Mah, who facilitated the poster development, printing, and mail-outs. The poster was printed in both English and French to meet the needs of all our members. The total cost for development and postal expenses for the posters was \$4133. 57. A news release was provided by our National President, Phi Phan, and CIPHI received recognition from Dr. David Butler Jones, Chief Public Health Officer of the Public Health Agency of Canada.

Environmental Public Health Week is designed to promote our association and the field of Environmental Health to the public and also to celebrate our achievements with our members. Letters requesting the proclamation of Environmental Public Health Week are made in an effort to educate the provincial and local governments about our profession. As a result of this initiative, branches received provincial recognition from their governments in Nova Scotia, Newfoundland, Ontario, and British Columbia. Throughout the country, several municipalities proclaimed January 17<sup>th</sup> – 23<sup>rd</sup>, 2011, as Environmental Public Health Week. Acknowledgment was also given by Medical Officers of Health and employers.

Initiatives to get the public's attention included displays, open houses, information booths and radio public service announcements. Staff near Cape Breton University used EPHW as an opportunity to introduce students to the Canadian Institute of Public Health Inspectors by hosting a meet and greet. One health authority in British Columbia held a series of free food safety training courses to staff, volunteers and clients for organizations offering services to the homeless. The instructors, booklets and lunch were all provided free of charge to the participants. CIPHI members celebrated EPHW with extra treats during coffee breaks.

There has been some discussion around changing the dates of Environmental Public Health Week. While this date has already been changed once, there are still issues around the week's close proximity to holidays and the difficulties faced in promotion during this time of year. The National Executive Council will be seeking input from members as to other dates that may be more suitable.

### **Environmental Public Health Week 2011 Provincial Highlights**

#### **Nova Scotia / Prince Edward Island**

EPH week was proclaimed provincially by the Premier of Nova Scotia, Darrell E. Dexter.

On January 21, 2011 the Branch hosted a ‘meet and greet’ at CBU for the public health students. Presentations were made by members working in various agencies throughout Nova Scotia. The students were treated to pizza and refreshments and were able to ask questions and mingle with the Environmental Public Health Professionals on hand.

#### **Newfoundland**

A proclamation was made by Department of Government Services Minister, Harry Harding, and Department of Health and Community Services Minister, Jerome Harding, declaring

Environmental Public Health Week. The proclamation with Minister Harry Harding was signed with Terry Battcock, Sharon Williams, and Sara Timpa in attendance.

Several public service announcements were aired across provincial radio stations.

An Information booth was set up at Confederation Building and Provincial Environmental Health Coordinator, Chris Nolan, provided the information for the booth.

A number of coffee breaks were held throughout regional offices. These breaks were funded and supported by the Department of Government Services.

### Ontario

Letters of recognition were received from Premier, Dalton McGuinty, and Dr. Arlene King, Ontario's Chief Medical Officer of Health. Notice of EPHW was also posted on the Ministry of Health web portal.

Health units can apply for up to \$150 funding for EPHW activities from the Ontario Branch and three health units took advantage of the opportunity. These funds were used for radio advertisements and EPHW activities were provided at Ryerson for the public health students.

A survey on EPHW was also posted via Survey Monkey and 77 responses were received.

### Quebec

The posters were used in Health Canada buildings in Quebec City and Montreal and EHOs were available to answer questions. The posters were also sent to colleagues working in provincial jurisdictions. The Quebec Branch utilized Environmental Public Health Week to highlight and promote CIPHI within the province of Quebec.

### Manitoba

The national posters were used to promote EPHW throughout the province.

### Saskatchewan

Several offices displayed bulletin boards promoting EPHW and the work performed by PHIs / EHOs. Many municipalities provided proclamations for EPHW.

Members celebrated with coffee and cake in the workplaces and one health region worked with the Information Technology Department. They developed and broadcasted messages promoting EPHW on the Health Region's public website and used the internal network for a banner promoting EPHW.

### Alberta

Several municipalities proclaimed EPHW. Displays were set up for the public in workplaces. An open house was held for the public and partner agencies in one zone. Calendars were developed by the Advocacy Committee and available to the public as well as hand sanitizers labeled with the CIPHI Alberta logo.

Articles were published in local zone newsletters. In one zone, messages about EPHW were able to be printed on paystubs.

Members celebrated with coffee breaks and ice cream treats. Recognition was provided by a zone Medical Officer of Health, Dr. Laura McLeod, and Bill Hohn, the Director of Environmental Health for the province.

### British Columbia

The Attorney General for British Columbia proclaimed January 17<sup>th</sup> – 23<sup>rd</sup>, 2011, as EPHW. News releases were made by the branch.

One health authority held a series of free FoodSafe courses to staff, volunteers and clients for organizations offering services to the homeless. The instructors, booklets and lunch were all provided free of charge to participants.

As this committee moves forward, we will be looking at more comprehensive campaigns. The theme for 2012 has yet to be decided, but we will be sure to incorporate our centennial milestone in the promotion for Environmental Public Health Week 2013. If anyone is interested on becoming a member of this committee, or would like to share your thoughts and ideas, please feel free to contact me by phone at (780) 416-7501 or by email at [koreenwestly@yahoo.ca](mailto:koreenwestly@yahoo.ca).

Respectfully submitted,

A handwritten signature in cursive script that reads "Koreen Anderson".

Koreen Anderson  
Environmental Public Health Week Committee Chairperson, CIPHI

## **FINANCE COMMITTEE REPORT**

Please click on the link below to review the 2010 financial statements for CIPHI.

<http://www.ciphi.ca/pdf/2011-agm-fin-stat.pdf>

Sincerely,



Keir Cordner  
National Treasure, CIPHI





## Canadian Institute of Public Health Inspectors

### 2010 Finance Report

Attached, please find the 2010 financial statements for CIPHI.

1. **REVIEW ENGAGEMENT REPORT**
2. **STATEMENT OF OPERATIONS Statement 1**
3. **STATEMENT OF CHANGES IN FUND BALANCES Statement 2**
4. **STATEMENT OF FINANCIAL POSITION Statement 3**
5. **STATEMENT OF CASH FLOWS Statement 4**
6. **NOTES TO THE FINANCIAL STATEMENTS**

Respectfully submitted,

A handwritten signature in black ink, consisting of several overlapping loops and a final horizontal stroke.

Keir Cordner  
CIPHI National Executive Council  
Finance Committee Chair

**CANADIAN INSTITUTE OF  
PUBLIC HEALTH INSPECTORS**

**FINANCIAL STATEMENTS  
(Unaudited)  
DECEMBER 31, 2010**

# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

## INDEX TO THE FINANCIAL STATEMENTS

December 31, 2010

(Unaudited)

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REVIEW ENGAGEMENT REPORT

STATEMENT OF OPERATIONS

Statement 1

STATEMENT OF CHANGES IN FUND BALANCES

Statement 2

STATEMENT OF FINANCIAL POSITION

Statement 3

STATEMENT OF CASH FLOWS

Statement 4

NOTES TO THE FINANCIAL STATEMENTS

## REVIEW ENGAGEMENT REPORT

T: 604.273.9338  
F: 604.273.9390  
info@rhncga.com

To the Directors of the  
CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

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We have reviewed the accompanying statement of financial position as at December 31, 2010 and the statements of operations, changes in fund balances, and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of enquiry, analytical procedures and discussions related to information supplied to us by the Corporation.

A review does not constitute an audit and, consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material aspects, in accordance with Canadian generally accepted accounting principles.



REID HURST NAGY INC.  
CERTIFIED GENERAL ACCOUNTANTS

RICHMOND, B.C.  
MAY 2, 2011

# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

## STATEMENT OF OPERATIONS

Statement 1

For the year ended December 31, 2010

(Unaudited)

	Capital Fund \$	CPC Fund \$	<u>Operating Fund</u>		Total 2010 \$	Total 2009 \$
			General \$	BOC \$		
<b>REVENUE</b>						
Advertising and miscellaneous	-	-	14,045	-	14,045	18,273
Examination and review fees	-	-	-	152,748	152,748	97,106
Grants	11,801	247,472	-	-	259,273	377,688
Interest	-	-	2,636	-	2,636	2,016
Member dues	-	-	159,774	-	159,774	128,143
NEC reimbursement	-	-	76,329	-	76,329	23,204
Share of conference profit	-	-	-	-	-	51,128
<b>TOTAL REVENUE</b>	<b>11,801</b>	<b>247,472</b>	<b>252,784</b>	<b>152,748</b>	<b>664,805</b>	<b>697,558</b>
<b>GENERAL AND ADMINISTRATIVE EXPENSES</b>						
Awards, promotions and bursaries	-	-	8,117	-	8,117	10,239
Bad debts	-	-	251	-	251	-
Bank charges and interest	-	-	5,591	4,581	10,172	7,711
Contracted services	-	-	58,559	54,346	112,905	122,132
Depreciation	14,136	-	-	-	14,136	12,510
Donation	-	-	-	-	-	224
Insurance	-	-	6,343	2,541	8,884	8,840
Meetings and travel	-	24,707	68,646	57,511	150,864	165,985
Membership fees	-	-	873	-	873	1,174
Office and miscellaneous	-	37,453	18,808	9,981	66,242	36,982
Printing and reproduction	-	23,230	3,599	1,853	28,682	46,649
Professional fees	-	206,243	67,730	2,710	276,683	215,688
Publications	-	-	26,777	-	26,777	26,502
Sabbatical exchange	-	-	7,558	-	7,558	-
Share of conference losses	-	-	4,952	-	4,952	-
Telephone	-	7,031	1,345	628	9,004	1,753
Website	-	31,668	843	-	32,511	27,438
<b>TOTAL EXPENSES</b>	<b>14,136</b>	<b>330,332</b>	<b>279,992</b>	<b>134,151</b>	<b>758,611</b>	<b>683,827</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(2,335)</b>	<b>(82,860)</b>	<b>(27,208)</b>	<b>18,597</b>	<b>(93,806)</b>	<b>13,731</b>

The accompanying notes are an integral part of these financial statements



# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

## STATEMENT OF CHANGES IN FUND BALANCES For the year ended December 31, 2010 (Unaudited)

Statement 2

	Capital Fund \$	CPC Fund \$	Operating Fund \$	2010 \$	2009 \$
Fund balances, beginning of the year	7,959	-	231,423	239,382	225,651
Excess (deficiency) of revenue over expenses	(2,335)	( 82,860)	(8,611)	(93,806)	13,731
Fund balances, end of the year	5,624	( 82,860)	222,812	145,576	239,382

The accompanying notes are an integral part of these financial statements

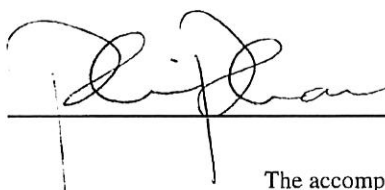
# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

## STATEMENT OF FINANCIAL POSITION As at December 31, 2010 (Unaudited)

Statement 3

	2010 \$	2009 \$
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash and cash equivalents	107,859	117,898
Accounts receivable	92,639	189,761
Prepaid expenses	17,183	15,127
	217,681	322,786
<b>CAPITAL (Notes 2c and 5)</b>	218,612	232,748
	436,293	555,534
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accruals	55,485	59,131
Rebates payable	2,826	1,152
Deferred revenue (Note 7)	19,418	21,154
Deferred contributions (Note 8)	-	9,925
	77,729	91,362
<b>OTHER</b>		
Deferred contributions relating to capital assets (Note 9)	212,988	224,790
	290,717	316,152
<b>FUND BALANCES</b>		
Invested in capital assets	5,624	7,959
Restricted	(82,860)	-
Unrestricted	222,812	231,423
	145,576	239,382
	436,293	555,534

Approved On Behalf of the Directors:



The accompanying notes are an integral part of these financial statements

# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

## STATEMENT OF CASH FLOWS For the year ended December 31, 2010 (Unaudited)

Statement 4

	Total 2010 \$	Total 2009 \$ (Note )
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenue over expenses	(93,806)	13,731
Depreciation	14,136	12,510
	(79,670)	26,241
<b>CHANGES IN NON-CASH WORKING CAPITAL ACCOUNTS</b>		
Accounts receivable	97,122	(53,198)
Prepaid expenses	(2,057)	(119)
Accounts payable and accruals	(3,646)	21,587
Rebates payable	1,674	(4,474)
Deferred revenue	(1,736)	9,273
Deferred contributions	(21,726)	(24,235)
	69,631	(51,166)
	(10,039)	(24,925)
<b>CASH FLOWS FROM FINANCING AND INVESTING ACTIVITIES</b>		
Outlay for capital assets	-	(28,942)
<b>NET DECREASE IN CASH AND CASH EQUIVALENTS</b>	(10,039)	(53,867)
<b>CASH AND CASH EQUIVALENTS - BEGINNING OF THE YEAR</b>	117,898	171,765
<b>CASH AND CASH EQUIVALENTS - END OF THE YEAR</b>	107,859	117,898
<b>REPRESENTED BY:</b>		
Cash	25,627	20,666
Term deposits	82,232	97,232
	107,859	117,898

The accompanying notes are an integral part of these financial statements

# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2010

(Unaudited)

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### NOTE 1: STATUS AND PURPOSE

Canadian Institute of Public Health Inspectors (CIPHI) is incorporated without share capital as a not-for-profit organization. As such CIPHI is not subject to income taxes under the Income Tax Act. CIPHI is the only professional association for Public Health Inspectors in Canada and it continually works to: protect the health of all Canadians; advance the sanitary sciences; and enhance the field of public health inspection.

### NOTE 2: SIGNIFICANT ACCOUNTING/FINANCIAL POLICIES

#### a) Fund accounting

The Corporation follows the deferral method of accounting for revenue.

The General Fund reports the Corporation's program delivery and administrative activities. This fund reports unrestricted resources.

The Board of Certificate (BOC) Fund reports unrestricted resources that are used for the certification process.

The Continuing Professional Competencies Project (CPC) Fund reports restricted resources used for the development of an Environmental Public Health Database system and a mandatory continuing professional competencies program for all certified Environmental Public Health professionals. Contributions are recognized as revenue in the year in which the related expenses are incurred.

The Capital Fund reports the corporation's capital assets.

#### b) Revenue recognition

Restricted contributions are recognized as revenue of the appropriate fund in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue of the appropriate fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

#### c) Capital assets

Capital assets are recorded in the Capital Fund at cost. Depreciation is provided on the straight-line basis over the assets' estimated useful lives. The following annual rates (reduced to one half the normal rate in the year of acquisition) apply:

Computer Equipment	3 Years
Trademark	15 Years
CPC Database	20 years

#### d) Contributed services

Volunteers contribute their time and talents to assist the Corporation in carrying out its purposes. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2010

(Unaudited)

### NOTE 3: USE OF ESTIMATES

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

### NOTE 4: FINANCIAL INSTRUMENTS

The Corporation's financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accruals, and rebates payable. Unless otherwise noted, it is management's opinion that the Corporation is not exposed to significant interest, currency, or credit risks arising from these financial instruments.

### NOTE 5: CAPITAL ASSETS

Capital assets consist of the following:

	<u>COST</u>	<u>ACCUMULATED DEPRECIATION</u>	<u>2010 NET</u>	<u>2009 NET</u>
	\$	\$	\$	\$
Computer equipment	9,812	6,629	3,183	5,305
Database system	236,027	23,038	212,989	224,790
Trademark	3,183	743	2,440	2,653
	249,022	30,410	218,612	232,748

### NOTE 6: CONTINUING PROFESSIONAL COMPETENCIES PROJECT FUND

The federal Minister of Health accepted a proposal for the funding of a project called 'The CIPHI Continuing Professional Competencies (CPC) Project' and agreed to make contribution payments to the Corporation for an amount not exceeding \$1,068,000 in 2007, 2008, 2009, 2010 and 2011 towards eligible expenses.

According to the Contribution Agreement, expenditures may be charged to the 'Continuing Professional Competencies Project Fund' if they are for developing and populating an Environmental Public Health database system, developing a Board of Practice Council and implementing a Communications Plan to promote the program.

As at December 31, 2010, total expenditure is \$910,524 (2010: \$330,332; 2009: \$377,688; 2008: \$139,884; and 2007: \$62,620).

As at December 31, 2010, total expenditure on capital assets is \$236,027 (2010: \$Nil; 2009: \$22,575; 2008: \$204,633; 2007: \$8,819).

### NOTE 7: DEFERRED REVENUE

Deferred revenue consists of member dues received in the current year that are for the subsequent year.



# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2010

(Unaudited)

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### NOTE 8: DEFERRED CONTRIBUTIONS

Deferred contributions represent unspent resources externally restricted for The CIPHI Continuing Professional Competencies (CPC) Project. Changes in the deferred contributions balance are as follows:

	\$
Beginning balance	9,925
Add amount received or receivable	238,000
Less amount recognized as revenue in the year	(247,925)
	<hr/>
Ending balance	-
	<hr/>

### NOTE 9: DEFERRED CONTRIBUTIONS RELATING TO CAPITAL ASSETS

Deferred contributions relating to capital assets represent contributed capital assets and restricted 'CIPHI Continuing Professional Competencies (CPC) Project' contributions with which the Environmental Public Health database system is being developed. The changes in the deferred contributions balance for the period are as follows:

	2010
	\$
Beginning balance	224,790
Amount amortized to revenue	(11,801)
	<hr/>
Ending balance	212,989
	<hr/>

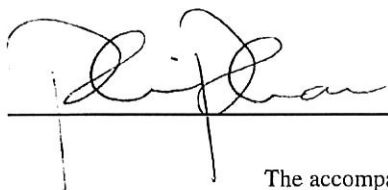
# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

## STATEMENT OF FINANCIAL POSITION As at December 31, 2010 (Unaudited)

Statement 3

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<b>CURRENT</b>		
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<b>FUND BALANCES</b>		
Invested in capital assets	5,624	7,959
Restricted	(82,860)	-
Unrestricted	222,812	231,423
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	436,293	555,534

Approved On Behalf of the Directors:



The accompanying notes are an integral part of these financial statements

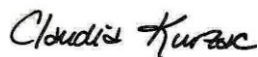
## MEMBERSHIP COMMITTEE REPORT

On behalf of the CIPHI Membership Committee, it is my pleasure to report to you the membership data for the year 2010.

Branch	Regular	Life	Retired	Student	Affiliate	Corp.	Int'l	Assoc.	Frat.	Hon.	Branch Totals
AB	262	3	13	30	2					3	313
BC	171	5	24	46	3				2	7	258
MB	59	2	9	2				1			73
NB	45	2	8	1							56
NL	33		2					1	1		37
NS / PEI	38	4	8	1							51
ON	530	6	47	25	3	4			3	4	622
QC	8										8
SK	83	2	4	11	1						101
International						1	3			7	11
<b>2010 National Total</b>	<b>1229</b>	<b>24</b>	<b>115</b>	<b>116</b>	<b>9</b>	<b>5</b>	<b>3</b>	<b>2</b>	<b>6</b>	<b>21</b>	<b>1530</b>
2009	1084	23	43	106	11	6	4	3	3	21	1304
2008	1127	21	72	104	16	10	15	2	2	6	1375

Membership for 2010 was at the highest level it has been in recent history. Ongoing acceptance of the CPC Program as well as engaging Environmental Public Health Professionals across Canada should result in steady membership growth for CIPHI.

Respectfully submitted,



Claudia Kurzac  
Membership Committee Chair, CIPHI

## **SENATORS (RETIREE ADVISORY) COMMITTEE REPORT**

The Canadian Institute of Public Health Inspectors' Retirees Advisory Committee was formed in September, 2005 to address human resource capacity issues, with its primary function to provide a resource of qualified personnel in the event of a pandemic or public health emergency.

At its annual meeting in 2010, the Retirees Advisory Committee revisited several functional areas that needed immediate attention for the committee to grow and operate for the betterment of the Canadian Institute of Public Health Inspectors and retirees. As with most other committees, in order to survive and grow in these financial times, there was a need to recognize that it's financially impossible at the present time to continue with face-to-face annual meetings, and that new methods and ways must be found to maintain the interest of members and to grow its membership.

The committee is grateful to the NEC for providing the Retirees Advisory Committee with an annual budget so that it could plan accordingly on ways and methods by which to communicate with its members and maintain contact with the committee representatives. Most helpful has been the availability of a conference telephone number for regular teleconferences as well as our continued ability to produce and distribute our Senators Forum publication.

The past year has also seen other areas of success and satisfaction for the committee. The committee was most pleased that through its lobby, CIPHI has now entered into an agreement with Johnson Insurance offering various insurance needs to both active and retired members. It's the intent of this committee to research and identify other areas of need where such agreements would be beneficial to our membership.

The committee has and continues to lobby Canada Post to issue a Commemorative Stamp in recognition of our 100th anniversary. This has been accomplished by lobbying partners and friends of environmental health to write to the Canada Post Stamp Selection committee urging recognition of the contribution of environmental health to public health in Canada over the last century and beyond. Your continued support both at the National level as well as at the Branch level is crucial for the success of this request.

This past year also saw for the first time that the committee was approached to be on standby in the event that its members could be needed to provide assistance in the event of a public health emergency. The committee is prepared to recruit from its membership list adequate resources to meet this need on short notice. However it's our hope that this event will resolve itself quickly and without any more suffering or loss to the population of Manitoba.

The committee continues to advocate for our history of public health and environmental health to be recorded and the story be told. The committee is grateful for the dedication and work that your historian, Tim Roark, places on collecting and preserving records and other items of historical value. However, there is a need for our history to be written and the stories of environmental health actually told. The committee continues to be prepared and willing to proceed with this project, as well as other such projects as emergency preparedness, should resources become available.

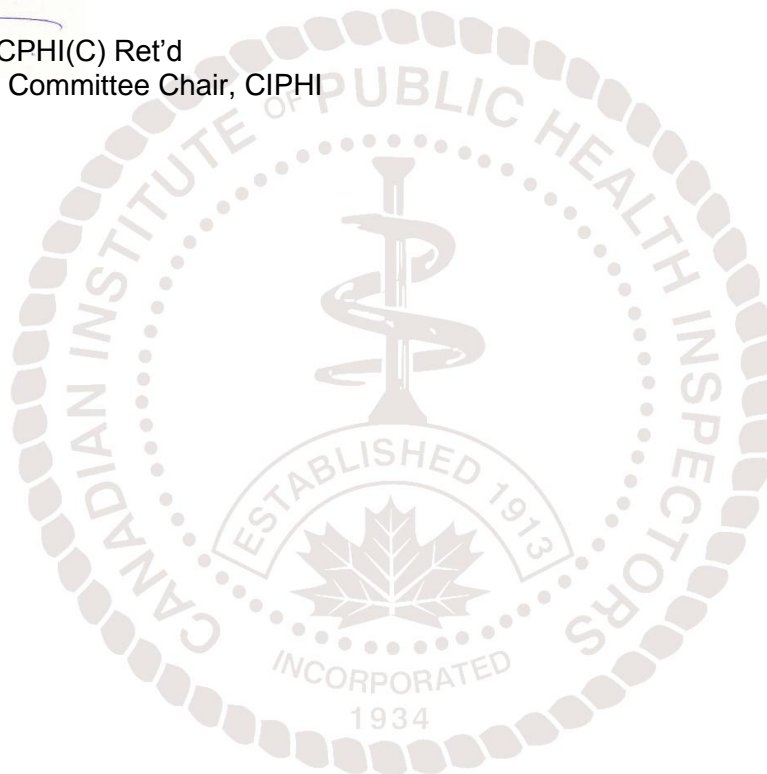
An area where the committee has struggled has been in identifying recent retirees and having the ability to communicate with these individuals before they are lost to us and to CIPHI as an organization. William Chrapko, our representative from Alberta, together with the cooperation of all of the committee members, has undertaken to work with the Branch Presidents, directors and managers of the various health units across Canada in hope of resolving this problem. We are also recognizing the contributions of public health inspectors who pass on by sending letters of condolences and recognition to deceased member's families.

The committee hopes that it will continue to receive your support as it moves these projects and concerns ahead together with the work required to fulfill its mandate.

Respectfully,



Leonard Gallant, CPHI(C) Ret'd  
Retirees Advisory Committee Chair, CIPHI





## SPECIAL PROJECTS COORDINATOR REPORT

### *Safeguarding Your Everyday Lives.*



CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS  
Environmental Public Health Week JANUARY 17-23, 2011

for career opportunities [www.ciphi.ca](http://www.ciphi.ca)

Environmental Public Health strives to safeguard and enhance the health of people living in Canada by reducing their exposure to physical, chemical, biological and social hazards. Risk assessment and management strategies are developed to address these hazards, including research, development of data collection systems, monitoring and surveillance, advisement, education, advocacy, promotion and enforcement.

Environmental Public Health Week recognizes the hard work of all Certified Public Health Inspectors/Environmental Health Officers across Canada and the importance of environmental health programs in our healthcare system. We are dedicated professionals who are committed to promoting and protecting public health and continually meeting new challenges from our environment that can affect human health within our country and within your everyday lives.

### *Sauvegarde De Votre Vie Quotidienne.*



INSTITUT CANADIEN DES INSPECTEURS EN SANTÉ PUBLIQUE  
SEMAINE DE LA SANTÉ PUBLIQUE ENVIRONNEMENTALE 17-23 JANVIER 2011

Pour opportunités de carrière [www.icisp.ca](http://www.icisp.ca)

La santé publique environnementale s'efforce de sauvegarder et d'améliorer la santé des personnes habitant au Canada en réduisant leur exposition aux dangers physiques, chimiques, biologiques et sociaux. L'évaluation des risques et les stratégies de gestion sont développées pour aborder ces dangers, y compris la recherche, le développement de systèmes de collecte de données, le contrôle et la surveillance, la délibération, l'éducation, le plaidoyer, la promotion et l'application.

La semaine de la Santé publique environnementale reconnaît le travail acharné de tous les inspecteurs en santé publique/officiers d'hygiène du milieu certifiés à travers le Canada ainsi que l'importance des programmes en santé publique environnementale dans notre système de santé. Nous sommes des professionnels dévoués qui se sont engagés à promouvoir et protéger la santé publique et sans cesse relèvent de nouveaux défis environnementaux qui peuvent affecter la santé humaine dans notre pays et dans votre vie quotidienne.

### **Executive Summary**

Environmental Public Health Week 2011 project officially began on August 6<sup>th</sup>, 2010, and was completed on December 12<sup>th</sup>, 2010. The 2011 poster concept was to focus portraying Environmental Public Health (EPH) professionals as part of the health care system. It was agreed upon by the Environmental Public Health Week 2011 Committee that a contractor be obtained to assist in the development of the poster concept. Absolut Media was awarded the contract to develop the poster. From the various slogans that was conceived, "Safe Guarding Your Everyday Lives" was chosen. A final poster layout was selected from the 4 different options provided by Absolut Media.

The project was completed within the allotted budget of \$5000. The final project cost was \$4133.57

### **Environmental Public Health 2009 Committee Members**

BC - Keir Cordner & Jasmina Egeler (Interim Chairperson)  
AB – Koreen Anderson (Chairperson) & Debra Langier-Blythe  
SK – Ryan Philipation & Verna Law  
MB – Darcy Chrisp

ON – Ken Diplock & John Cannan  
 QC - Oumar Ba  
 NB - Josee Theriault  
 NL - Sara Timpa  
 NS/PEI - Barry MacGregor

## Milestones

Timeline (2010)	Milestones
August 6	Requested for EPHW 2009 theme.
August 17	EPHW 2011 Committee decides on to focus on seeing EPH professionals as part of the health care system.
August 27	EPHW 2009 Committee awards contract to Absolut Media and approves \$5000 budget for development, production and dissemination of materials. Contractor provides estimate that contract will be \$3262.35
September 3	Provided \$1087.45 deposit to contractor proceed with project.
September 3	<p>The following concepts were proposed by the vendor:</p> <p><b>#1</b>  <b>Tagline:</b> <i>Our Menu Of Expertise</i> - 1 image on poster of either a restaurant table / waitress that is slightly blurred. In focus is a Menu 'Blackboard' stating all CIPHI areas of service, or, an over the shoulder image of a restaurant customer reading a menu which lists all CIPHI areas of service.  <b>Content:</b> Many Canadians believe we 'just do food safety'. At CIPHI we ensure safety protocols are met to provide the highest protection of Canada's Air Quality, Infection Control, Waste Management and more. To learn about our Menu of Expertise visit <a href="http://www.ciphi.ca">www.ciphi.ca</a> or <a href="http://www.menuofexpertise.ca">www.menuofexpertise.ca</a>  <b>Header / Footer Information:</b> CIPHI Logo / Environmental Public Health Week January (date), 2011. For career opportunities <a href="http://www.ciphi.ca">www.ciphi.ca</a></p> <p><b>#2</b>  <b>Tagline:</b> <i>Food For Thought</i> - 1 image of an extremely huge and ugly looking plate of food.  <b>Content:</b> Many Canadians believe we 'just do food safety'. At CIPHI we ensure safety protocols are met to provide the highest protection of Canada's Air Quality, Infection Control, Waste Management and more. If more food for thought visit <a href="http://www.ciphi.ca">www.ciphi.ca</a> or <a href="http://www.foodforthought.ca">www.foodforthought.ca</a>  <b>Header / Footer Information:</b> CIPHI Logo / Attaining superior recreational water, child care, waste management, air quality, drinking water, food safety. Environmental Public Health Week January (date) 2011. For career opportunities <a href="http://www.ciphi.ca">www.ciphi.ca</a></p> <p><b>#3</b>  <b>Tagline:</b> <i>Today's Specials</i> - 7 services images and listings of CIPHI services.  <b>Content:</b> CIPHI (logo) Providing the highest level of protection to all Canadians. To learn more visit <a href="http://www.ciphi.ca">www.ciphi.ca</a> or <a href="http://www.hungrytolearn.ca">www.hungrytolearn.ca</a>  <b>Header / Footer Information:</b> CIPHI Logo / Attaining superior recreational water, child care, waste management, air quality, drinking water, food safety. Environmental Public Health Week January (date), 2011. For career opportunities <a href="http://www.ciphi.ca">www.ciphi.ca</a></p>

	<p><b>#4</b>  <b>Tagline:</b> <i>Know The Danger</i> - Suggested images could be cracked egg, road cracking, happy/smiling nurse, Hazmat, Hazard sign.  <b>Content:</b> CIPHI is here to protect you, your family and your community.  <b>Header / Footer Information:</b> CIPHI Logo / Attaining superior recreational water, child care, waste management, air quality, drinking water, food safety. Environmental Public Health Week January (date), 2010. For career opportunities <a href="http://www.ciphi.ca">www.ciphi.ca</a></p> <p><b>#5</b>  <b>Tagline:</b> <i>The Frontline of Environmental Health Services</i> - 4 to 5 various images of CIPHI workers doing various service tasks.  <b>Content:</b> CIPHI works the frontline to protect the health of all Canadians on environmental issues while promoting the science of environmental health and the profession.  <b>Header / Footer Information:</b> CIPHI Logo / Attaining superior recreational water, child care, waste management, air quality, drinking water, food safety. Environmental Public Health Week January (date), 2010. For career opportunities <a href="http://www.ciphi.ca">www.ciphi.ca</a></p> <p><b>#6</b>  <b>Tagline:</b> <i>Safeguarding. Within Our Country. Within Our World</i> - An image of 'Canadian' red and white. Perhaps flag and maple leaf orientated or abstract artwork of these colors.  <b>Content:</b> Environmental Public Health strives to safeguard and enhance the health of people living in Canada by reducing their exposure to physical, chemical, biological, and social hazards. Risk assessment and management strategies are developed to address these hazards, including research, development of data collection systems, monitoring and surveillance, advisement, education, advocacy, promotion, and enforcement. Environmental Public Health Week recognizes the hard work of all Certified Public Health Inspectors / Environmental Health Officers across Canada and the importance of environmental health programs in our healthcare system. We are dedicated professionals who are committed to promoting and protecting public health and continually meeting new challenges from our environment that can affect human health within our country and within our world.  <b>Header / Footer Information:</b> CIPHI Logo / Attaining superior recreational water, child care, waste management, air quality, drinking water, food safety. Environmental Public Health Week January (date), 2011. For career opportunities <a href="http://www.ciphi.ca">www.ciphi.ca</a></p> <p><b>#7</b>  <b>Tagline:</b> <i>We Protect You</i> - Thoughtful image of an individual or group of people that are faceless.  <b>Content:</b> Environmental public health professionals in Canada go beyond the call of duty in crisis situations. We provide a critical link to timely information for population health protection, disease prevention and intervention. Our vital role is to help protect the public from environmental hazards that affect our daily lives by conducting investigations and provide on-going education, inspections and enforcement regarding all aspects of environmental health, including areas such as food safety, air quality, drinking water and recreational water areas and more. Simply.....we protect you.</p>
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	<b>Header / Footer Information:</b> CIPHI Logo / Attaining superior recreational water, child care, waste management, air quality, drinking water, food safety. Environmental Public Health Week January (date), 2011. For career opportunities <a href="http://www.ciphi.ca">www.ciphi.ca</a>																		
September 14	EPHW Committee chooses concept #6.																		
September 24	6 concept images were provided by the vendor. Vendor was asked to resubmit concepts with changes to match a revised tagline of "Safe Guarding Your Everyday Lives".																		
November 4	Final draft of English concept poster approved by committee members. Content sent to CIPHI vendor for French translation of poster																		
November 9	Received translated context in French and forwarded to Absolut Media for poster development.																		
November 12	Final poster layout in both English and French was approved for printing.																		
November 16	Provided electronic versions of the poster in pdf format to EPH committee members in both in English and French (also provided jpeg format in late December due to request from Ontario).																		
November 22	<p>Posters were redistributed in the approximate following manner:</p> <table><tr><td>NS / PEI - 100</td><td>BC - 400</td><td>NB - 100</td></tr><tr><td>AB - 500</td><td>NL - 50</td><td>SK - 150</td></tr><tr><td>ON - 1200</td><td>MB - 400</td><td>QC - 160</td></tr></table> <p>Envelope allocation for each Branch to re-distribute the posters to the various parts of the province:</p> <table><tr><td>NS / PEI - 14</td><td>QC - 15</td><td>BC - 12</td></tr><tr><td>NB - 5</td><td>AB - 15</td><td>NL - 5</td></tr><tr><td>SK - 10</td><td>ON - 38</td><td>MB - 30</td></tr></table> <p>The following information was requested of each Branch contact to be placed on the bill of lading for courier delivery:</p> <p>Receiver Name Street Address / Suite # City / Prov / Postal Code Attn: Telephone #</p>	NS / PEI - 100	BC - 400	NB - 100	AB - 500	NL - 50	SK - 150	ON - 1200	MB - 400	QC - 160	NS / PEI - 14	QC - 15	BC - 12	NB - 5	AB - 15	NL - 5	SK - 10	ON - 38	MB - 30
NS / PEI - 100	BC - 400	NB - 100																	
AB - 500	NL - 50	SK - 150																	
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NS / PEI - 14	QC - 15	BC - 12																	
NB - 5	AB - 15	NL - 5																	
SK - 10	ON - 38	MB - 30																	
December 8 - 10	<p>All posters were couriered during this period to the following individuals:</p> <p>BC - Keir Cordner (Purolator Tracking # 11360350653) AB - Lindsay Freistadt (Purolator Tracking # 11360350570) SK - Verna Law (Purolator Tracking # 11360350778) MB - Melanie Cyrenne (Purolator Tracking # 11360350851) ON - John Cannan (Purolator Tracking # 11360350497) QC - Oumar Ba (Purolator Tracking # 11360350695) NB - Josee Theriault (Purolator Tracking # 11360350539) NL - Sara Timpa (Purolator Tracking # 11360350778) NS / PEI - Barry MacGregor (Purolator Tracking # 11360350612)</p>																		
December 12	Provided final down payment of contract.																		

## Budget

Expenses		
Contractor		<b>\$3262.35</b>
Courier		<b>871.22</b>
BC	81.31	
AB	22.48	
SK	54.56	
MB	123.20	
ON	278.91	
QC	65.65	
NB	64.08	
NS	67.15	
NL	59.27	
CIPHI	54.61	
<b>Total Expenses</b>		<b>\$4133.57</b>

## Discussion and Recommendations

- Begin formation of the EPH Week Committee sooner. There was some confusion as to who was the Chairperson, due to CIPHI National Executive Committee members undergoing position changes and re-assignment of portfolios.
- EPH Week Committee members adhere to requested deadlines to prevent project delays, especially for December, as this is considered a festive month where the postal / courier system is the busiest.
- The French translation process requires clarification. The translation practice, as done in the past EPH projects, was to send the approved English context to the designated CIPHI translator. Once translation was completed, the translated context is sent to the vendor to insert into the French poster. The draft French and English poster is sent to the committee with a deadline for final approval before printing. A suggested change came in after the deadline from 2 content experts, but unfortunately, poster production was already underway. Due to regional language differences and the complexity of the French language, EPH Week committee members must arrive at a consensus as to the final French version within the suggested deadline for comments.
- Ensure all future EPH Week posters continue to reflect the CIPHI color scheme.

Respectfully submitted,



Victor Mah  
Special Projects Coordinator, CIPHI



## **Website Committee Report**

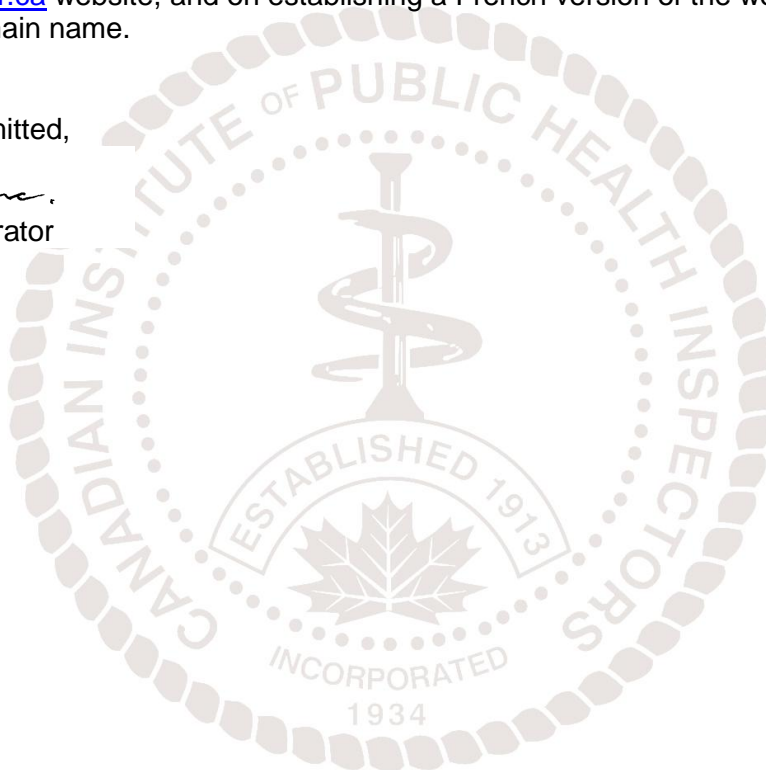
In the past year, the CIPHI national website has undergone a major overhaul and re-design, probably the most extensive since it was established in 1996. We used the services of a professional website design company, and they helped us set up a site that is both functional and attractive. It is also much easier to administer and edit.

We have incorporated many new features into the site, and took this as an opportunity to edit and update much of the information on the site.

Over the next year, we will be concentrating on migrating the discussion forum over to the [www.ciphimember.ca](http://www.ciphimember.ca) website, and on establishing a French version of the website, using the [www.icisp.ca](http://www.icisp.ca) domain name.

Respectfully submitted,

*Mike LeBlond*  
Website Administrator



## REPORT OF THE BOARD OF CERTIFICATION CHAIR

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 2010**

<b>Last Name</b>	<b>First Name</b>	<b>Last Name</b>	<b>First Name</b>
Bauer	Kelly	Ren	Anna
Al Muhtaseb	Wahib	Furman	Jessica
Yang	Xiaoyang	Moroniti	Nadia
Ahmed	Imtiaz	Moller	Johanne
Aucoin	Craig	Prentice	Caitlin
MacIntyre	M.	Moulton	Andrew
Eyong	Ayuk	Ingram	Julie
Boggis	Emily	Quinlan	Michele
Schmitt	Nicolas	Ngo	Michelle
Anderson	Amanda	Szenasi	Sarah
Chen	Dale	Vang	Elizabeth
Vititpong	Isabel	Kuly	Elizabeth
Thorp	Adrian	Doyle	Matthew
Tong	Esther	Gullekson	Raymond
Yousuf	Daliha	Nabb	Thomas
Jaekel	Marta	Masniak	Margaret
Rai	Kuljeet	Beck	Brian
Dosanjh	Sabrina	Zetlian	Teni
Cheung	Tracie	Dilts	Gillian
Cheung	Priscilla	Umbach	Shalako
Chak	Stephanie	Hanson	Trondur
Ho	Heidi	Ahmadzai	Ahmadullah
Bazarjani	Anahita	Goodwill	Corey
Hall	Mark	Powell	Andrew
Bhatti	Jastinder	Mayer	Katherine
Li	Sara	Sharma	Reecha
Singh	Lall	Ahmed	Hina
Timmerman	Thomas	Warring	Carrie
Duval	David	Sereshk	Ramien
Hussain	Fahad	Pittman	Heidi
Hearn	Laurie	Elgar	Rebecca
Grikis	Daven	Oberlin	Katelyn
Fraser	Katie	McVicar	Renée
Prendergast	Michelle	Barrett	Gregory
Fess	Kelsey	Nguyen	Julie
Dudek	Sylvia	Colquhoun	Ken
Hettinga	Hillary	Yung	Diana
Hale	Kendra	Snooks	Kyle
Akhtar	Maryum	Lesperance	Anne-Marie
Provad	Evguenia	Martin	Joël
McCaw	Kaitlin	Tyckon	Paul
Sammon	Brian	Zelada	Gabriela
Lok	Phoebe	Kryklywicz	Amanda
Coulby	Cameron	Chalifoux	Jacqueline

## BOARD OF CERTIFICATION EXAM RESULTS

October 2010									
Province	Total # Candidates	# Certified	% Certified	# Candidates Sat Orals	# Passed Oral	Oral Pass Rate	# Candidates Submitted Reports	# Passed Reports	Report Pass Rate
AB	16	7	44%	14	10	71%	14	8	57%
BC	27	19	70%	27	21	78%	25	22	88%
MB	1	1	100%	1	1	100%	N/A	N/A	N/A
NB	3	1	33%	3	1	33%	3	1	33%
NL	4	4	100%	4	4	100%	4	4	100%
NS	5	2	40%	5	3	60%	5	3	60%
ON	62	51	82%	62	53	85%	60	58	97%
SK	4	3	75%	4	4	100%	4	3	75%
<b>TOTAL</b>	<b>122</b>	<b>88</b>	<b>72%</b>	<b>120</b>	<b>97</b>	<b>81%</b>	<b>115</b>	<b>99</b>	<b>86%</b>

Repeat Candidate Results October 2010			
Province	# Repeat Candidates (2 <sup>nd</sup> , 3 <sup>rd</sup> or 4 <sup>th</sup> exam sitting)	# Repeat Pass	Repeat Pass Rate
AB	4	4	100%
BC	2	0	0%
MB	1	1	100%
NB	N/A	N/A	N/A
NL	N/A	N/A	N/A
NS	N/A	N/A	N/A
ON	2	1	50%
SK	N/A	N/A	N/A
<b>TOTAL</b>	<b>9</b>	<b>6</b>	<b>67%</b>

Oral Exam and Written Report Pass Rates			
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		64 %	84%
April 2008		84%	83%
Oct 2008		79%	83%
April 2009		63%	91%
Oct 2009		76%	93%
April 2010		80%	89%
Oct 2010		81%	86%

**NOTE:** April 2011 Exam results were not available by the report deadline

## APPEALS

There were two appeals received for the October 2010 exam and neither was upheld by the Appeal Panel.

## CHANGES TO MEMBERSHIP OF BOC

The significant change to the BOC membership was the development of a succession plan to help maintain continuity of the Board. The BOC created a Past Chair position that will serve a 1 year term and a Vice Chair position that will serve a term of 1 year; each term will run in succession. The new Chair term will be reduced to 2 years.

Ann Thomas's term as chair has concluded and she has accepted the new Past Chair position. Ann has directed the Board on our epic journey to revise the old exam process to the new national standard. Her dedication and leadership on the Board is a reflection of her enthusiasm and passion for our profession in environmental public health. I will be working closely with Ann as I transition into the new Chair of the Board.

The Board received the resignation of Suzanne Lychowyd from the Ontario Branch after many years of active participation. Suzanne managed the Administrative policies and Regulations,

participated in school reviews, updated the existing learning objectives and many other Board projects. Suzy's enthusiasm and tireless work will be missed.

The Board also received a resignation from Eric Serwotka, the NEC rep from Ontario. Eric served one term on the Board and his contributions to the Board were valued and appreciated.

The Board welcomed the appointment of Stephanie Bullock from the New Brunswick Branch to the Board for a three year term. We look forward to working with Stephanie as she takes on this leadership role on the BOC.

The Board has three positions available for appointment, one non-public health inspection member and Branch positions from Newfoundland and Quebec.

#### Proposed Status of Current BOC Membership as of July 2011

Name	Position	Status	CPHI (C)
Gord Stewart	Chair	Term Commenced November 2010 (BC Branch rep term expires July 2011)	Yes
Ann Thomas	Past Chair BC	Term Expires November 2011	Yes
Nina van der Pluijm	Vice Chair Elect	Vice Chair Term commences November 2011	Yes
Nina van der Pluijm	NEC Appointee	First Term Expires July 2011 Requires re-appointment by NEC until November 2011	Yes
Stephanie Bullock	NB Branch	First Term Expires November 2013	Yes
Mark Durkee	NS/PEI Branch	First Term Expires July 2011	Yes
Garth Gosselin	AB Branch	First Term Expires May 2012	Yes
Kathy Conlon	ON Branch	First Term Expires July 2011	Yes
Blake Reiner	Canadian Forces	First Term Expires November 2012	Yes
Mike McCann	SK Branch	First Term Expires July 2013	Yes
Karen Leewing	MB Branch	First Term Expires May 2013	Yes
Jean-Luc Archambault	Non Public Health Inspection	First Term Expires May 2012	Yes
Vacant	Non Public Health Inspection		
Vacant	BC Branch		
Vacant	NFLD Branch		
Vacant	Quebec Branch		
<b>TOTAL: 15</b>			<b>TOTAL: 11</b>



## BOARD ACTIVITIES

The Board completed two school reviews this past year at BCIT and Ryerson. Both schools received favorable reviews and five year approvals. These two schools have shown exceptional leadership in the education of environmental public health professionals in Canada.

### School Review Schedule:

Institution	Last Approval Review Date	Next Scheduled Review Date
First Nations University	Fall 2009	Fall 2014
Ryerson	Fall 2010	Fall 2015
BCIT	Fall 2010	Fall 2015
CBU	October 2005	Spring 2011
Concordia	July 2007	2012

The Board conducted a 5<sup>th</sup> Annual Examiner Training Workshop in conjunction with the IFEH / CIPHI National Educational Conference in Vancouver. We would like to thank the conference organizers for helping facilitate this annual training session. The Board also conducted two branch Examiner Training Workshops, one in Quebec in conjunction with the November BOC meeting and one in Saskatchewan. These examiner training workshops supply branches with trained examiners and are an integral part of our standardized certification exam process.

The Board has also concluded the review of acceptance of international credentials (other than those obtained in the UK). We would like to thank all the schools who participated in the development of our new credential review process. International applicants will now be directed to apply to one of the BOC accredited schools. The schools will review the applicant's credentials as per school policy and recommend the appropriate educational path to attain a degree that is recognized by the BOC. The policy for acceptance of applicants from the UK is currently under review and no applications are being accepted at this time.

The Lake Superior State University application for accreditation is still pending. The Board has spent many hours meeting with program administration and reviewing their curriculum.

BOC educational Learning Objectives have been updated and organized under the discipline specific core competency areas. The document is pending final approval at the next BOC meeting in June 2011.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "G. Stewart", is positioned above the printed name.

Gordon Stewart  
Board of Certification Chair, CIPHI

## **REPORT OF THE COUNCIL OF PROFESSIONAL EXPERIENCE CHAIR**

CoPE is the body tasked with the administration of the Continuing Professional Competencies (CPC) Program. CoPE's role is to provide structure and leadership for the CPC program and system, and to foster accountability in Environmental Public Health Professionals across the country.

CoPE is comprised of members who have been appointed through consultation with the Branches of CIPHI. The Council currently has eight members from across Canada including:

Craig Nowakowski (BC) Chair  
Doug Quibell (BC)  
Victor Mah (AB)  
Jon Gaudry (SK)

Julie Scarpino (MB)  
Ken Gorman (ON)  
Gary O'Toole (NS)  
Len Gallant (PE)

### ***Achievements***

- ✓ CoPE has now completed all policies and procedures for the CPC Program's administrative requirements. These will be reviewed and updated on an annual basis.
- ✓ A new email address has been set up to contact directly with CoPE at [cope@ciphi.ca](mailto:cope@ciphi.ca). This email can be used to apply for PDH Reductions, Non-Practicing Declarations, Leaves of Absence, General Enquiries, and Course Organizer Approval for PDH's.
- ✓ CoPE has also completed work with an IT subcontractor in making the Detailed Activity Record (DAT) available in an interactive format that is available to all members through the Member Service Centre (MSC). This service was available to all members in the fall of 2010 to allow members to enter their PDH's into the MSC. While the deadline for PDH submission was set for December 31<sup>st</sup>, 2010, this was extended until mid March, 2011 to try and accommodate all members with this new process. As well, all paper copy DAT's that were submitted before the interactive system became available, were manually entered into the MSC. For 2011 and all future years, it is hoped that all PDH's will be entered into the MSC as paper copies will be phased out.
- ✓ For the first time under the CPC program, CoPE began random Audits of CIPHI members in 2011. Approximately 5% of regular members were audited which worked out to be 60 audits. At the time of this report, almost all audits had been completed by CoPE, and all should be finished by June 3<sup>rd</sup>, 2011. As this is the first time audits are being completed, some issues were detected with the Electronic Audit Module, notification to Auditees, and other minor technical problems. These are all being analyzed by CoPE and will be corrected for next year.
- ✓ CoPE also hosts a Community on the MSC where members can ask questions, provide feedback to CoPE and participate in discussions.

### ***Next Steps***

- CoPE will continue to meet monthly via teleconference and this year in person at the CIPHI Halifax Conference
- CoPE will work on better messaging to members in regards to deadlines and current procedures for submitting PDH's.
- A review of the Carry-Over of PDH's will commence later this year.
- A review and Update of Formal Activity Categories will be started.
- Continue to work with our IT subcontractor to make improvements to the MSC for both members and CoPE functionality.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Craig Nowakowski".

Craig Nowakowski, CIPHI(C)  
Continuing Professional Competencies Chair, CIPHI

## **REPORT OF THE ENVIRONMENTAL HEALTH FOUNDATION OF CANADA CHAIR**

Environmental Health Foundation    Fondation canadienne de  
of Canada                                    l'hygiène du milieu

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

Website: [www.ehfc.ca](http://www.ehfc.ca)

The Twenty-second Annual General Meeting of the EHFC will be held on June 26<sup>th</sup>, 2011, in Halifax, N.S. On behalf of the Board of Trustees, the following is a summary of the activities of the Foundation since the previous AGM in September of 2010 in Vancouver, BC.

Any significant decisions taken at the June 26<sup>th</sup> EHFC AGM will be reported orally to the CIPHI AGM.

### **Trustees:**

There were two resignations from the Board of Trustees during the past year, Adam Grant, former National President of CIPHI, and Rick Sokolowski, President of the Manitoba Branch. We were very sorry to see both Trustees leave the Foundation. The current list of Trustees is provided in Annex 1 on the last page of this report. Three new Trustees have been appointed since the last AGM. They are: Tamela Carroll of NB, Gary Gallivan of NS, and Cameron Coulby of Ontario.

### **Officers:**

The elected Officers are at present Ron de Burger (ON) as Chair, Pamela Scharfe (ON) as Vice Chair, and Duncan Ellison (ON) as Secretary. Klaus Seeger (ON) remains as Past-Chair and Tim Roark (BC) remains as Treasurer.

### **Meetings:**

During the period following the AGM in Vancouver, the Trustees held three teleconference meetings to continue their work. The "Summer" meeting and AGM will be held on Sunday, June 26<sup>th</sup>, 2011. The Annual General Meeting is open to all CIPHI members.

### **Organization and structure:**

There have been no changes to the structure and organization of the Foundation. Existing committees are still in place.

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

### **Governance:**

A revised set of Regulations for the Foundation were approved by the Board of Trustees on May 26<sup>th</sup>, 2010, and were subsequently approved by the National Executive Council. These changes have been filed with the Canadian Revenue Agency in accordance with their requirements.

### **Finance Committee:**

The Chair of the Finance Committee is the Treasurer of the Board of Trustees - Tim Roark. The Financial Report indicates that the financial resources of the Foundation have increased marginally and the Foundation has not yet reached a sustainable basis in respect of the Foundation's Awards and Scholarships.

The financial resources of the Foundation at December 31<sup>st</sup>, 2010, totaled \$98,671.26, representing a net increase of \$1,696.70 over the year ended December 31<sup>st</sup>, 2009.

Of the total funds of \$98,671.26 held by the foundation, \$66,036.91 are held in a segregated endowment fund to provide for the awards administered by the Foundation. These are: the **CIPHI – EHFC Continuing Education Award**; the **Len Hiebert EHR Award**; and the **Lilli Ann Zahara Award**. The **NSF Food Safety Award** is supported annually by a grant from NSF International of Ann Arbor, MI.

The 2010 financial records for EHFC were reviewed by the appointed auditors and after their detailed review, were approved. The annual Charitable Organization Submission including our Financial Report was submitted to the Canadian Revenue Agency and has been accepted as correct. We extend sincere thanks to William Leith, who retired after many years as an EHFC auditor in 2010. Ms. Jasmina Egeler, Past President of the BC Branch, has been appointed by the Board of Trustees to replace Mr. Leith. We welcome Ms. Egeler as our new auditor.

It is expected that 2011 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.

#### **Special Note:**

The Board of Trustees previously agreed to utilize the \$5,000.00 raised as a result of the Leg Waxing Challenge of President Adam Grant in Kananaskis, to support EH students in the five accredited programs attend the historic IFEH / CIPHI conference in Vancouver. We are very pleased to indicate that over 50 students from three of the schools attended the conference and funding from the EHFC was an important factor in their attendance. Warm letters of appreciation were received from the Program Heads of the three participating schools.

#### **Awards Committee:**

The Foundation has four awards managed by the Awards Committee chaired by Marilyn Lee. The Awards Committee has published the various criteria for these awards. 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 each) 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 annual 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 health in Canada and recognize a candidate showing *“dedication, commitment, inspiration and leadership in the field of environmental health, particularly with a commitment to food safety and/or health education”*.

##### **NSF International Award**

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



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

**Canadian Partnership for Consumer Food Safety Education:**

EHFC is a founding member of the Partnership and maintains its membership. Pam Scharfe represents EHFC in the Partnership and was recently elected to their Board of Directors giving the Foundation greater input into the Partnership.

The Foundation will continue to promote the use of our TempSafe© logos and program and look forward to additional sales in 2011 and 2012.

**Water Safety Committee:**

This Committee was formed to look at ways the Foundation can contribute to promote the use of potable drinking water and where possible to assist with the provision of safe drinking water in third world countries. The Foundation is working with the Ontario Branch and has made a significant contribution to assist their project to provide safe water to a school in Serra Leone. We look forward to cooperating further with the Ontario Branch in the coming year regarding this important project.

**Communications Committee:**

This Committee reviews all EHFC publicity activities and brochures, and the website. A major overhaul of our web site has been undertaken by Pamela Scharfe, Chair of the Communications Committee and is nearing completion at this time. Many thanks to Mike LeBlanc for all his help in past years and support with the current changes.

**The Future:**

The Trustees of the Foundation are committed to expanding the Foundation's activities and influence in the coming years. The continuing hiatus in the annual financial contribution to the EHFC by CIPHI plus the previous request that we not contact any of the existing companies and agencies that support and advertise with CIPHI and the Branches has a negative effect on the Foundation's finances. The Foundation recognizes the financial constraints faced by the Institute but hopes it will quickly renew the 5% net share of the National portion of conference profits.

The Board of Trustees is currently studying the potential of creating an **Alex O'Hara Award** in recognition of his many years of dedication and leadership in the Institute and field of Environmental Health. The vote of support by the National Executive to initiate such a project is most appreciated.

Respectfully submitted on behalf of the Trustees,

Ron de Burger,  
Board of Trustees Chair, EHFC, CIPHI



## Annex 1

### EHFC Board of Trustees for 2010 - 2011

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

Trustee	Province	Function
Ron de Burger	Ontario	Chair
Pamela Scharfe	Ontario	Vice-Chair
Klaus Seeger	Ontario	Past Chair
Tim Roark	British Columbia	Treasurer (NEC Rep)
Duncan Ellison	Ontario	Secretary
Phi Phan	Alberta	National President
Vacant		NEC Branch Pres. Rep.
Marilyn Lee	Ontario	Trustee
Len Gallant	Prince Edward Island	Trustee
Ralph Stanley	Ontario	Trustee
Tamella Carroll	New Brunswick	Trustee
Gary Gallivan	Nova Scotia	Trustee
Cameron Coulby	Ontario	Trustee
Dr. John Blatherwick	British Columbia	Honourary Chair

## REPORT OF THE NATIONAL HISTORIAN

Mr. President I am pleased to submit the following report regarding events over the past year.

- In 2009 Klaus Seeger and I made a real effort to photograph all information in the seven historical scrapbooks created by Larry Lychowyd and Bill O'Donnell for the Ontario Branch. In preparation for the CIPHI 100 Year Centennial conference in Winnipeg, I have been scanning and repairing a number of the better photos in book #1 should they be needed for the display in 2013. This includes photos of **Major A.S. O'Hara, a Founding Member and Life Member** of CIPHI. Many thanks to Peter Heywood, Past President of the Ontario Branch, and Klaus Seeger for their support regarding this ongoing project.
- Sadly, work on scanning and storing the balance of National Executive Minutes from 1934 to 2010 on discs has again been delayed. Hopefully the remaining missing minutes can be located and this important project can finally be completed.
- I have reviewed the names and dates of Life and other long-time members of CIPHI and have advised CIPHI Branch Presidents so that they can arrange to honour those very long-standing members of the Institute who reach the 50 year membership mark. So far I have had positive responses from Nova Scotia, Alberta, and Manitoba. Life Member and former National President Arthur Conrad is the first to be recognized and several Branch Presidents have advised they are arranging to recognize other 50 Year Members in the near future.
- As part of our efforts to capture some of the history of our profession, Klaus Seeger and I have completed a number of interviews of very senior members of our profession. Unfortunately, several have passed away before we could arrange our interviews, and in one unfortunate case, a retiree passed away just 4 days ahead of our scheduled interview. To avoid missing these history-gathering opportunities, it would be great if members from other CIPHI branches could complete some interviews in their provinces in the coming months. There are many fascinating stories to be documented, and it would be great to have them captured and shared with members of our profession.

The historical projects to be completed in 2011 continue and include:

- Complete the scanning of all NEC minutes to disks.
- Continue working on creating a comprehensive list of **"Key & Notable"** Members of CIPHI for inclusion on the CIPHI web site.
- Scanning to discs all copies of the **Canadian Sanitarian**, its predecessor the **Newsletter** and now the **EHR**.
- Working with the CIPHI Web Master and NEC to establish a Historical Section on the CIPHI web site so that the most interesting information such as biographies of Key & Notable CIPHI members, the history of Public Health Inspection in Canada and other documents such as **In the Beginning, Up the Years** and the **Charter** can be posted together for all members to read.
- Continuing filling in missing information about CIPHI award recipients, officers and events, etc.

The most important goal again for 2011 is to get all Branches on side for the need to preserve their own great part of CIPHI's history by appointing a **Branch Historian**, whose responsibility would be to lead the project. Hopefully, branch minutes, newsletters, photographs, and other important documents and memorabilia can be preserved for future generations of Environmental Public Health Professionals to enjoy and add to.

The membership of our ad hoc Historical Committee currently consists of the following persons:

**Bill Koroluk** – Saskatchewan  
**Charlie Young** – British Columbia  
**Klaus Seeger** – Ontario  
**Len Gallant** – Prince Edward Island  
**Stéfane Gravelle** – Manitoba

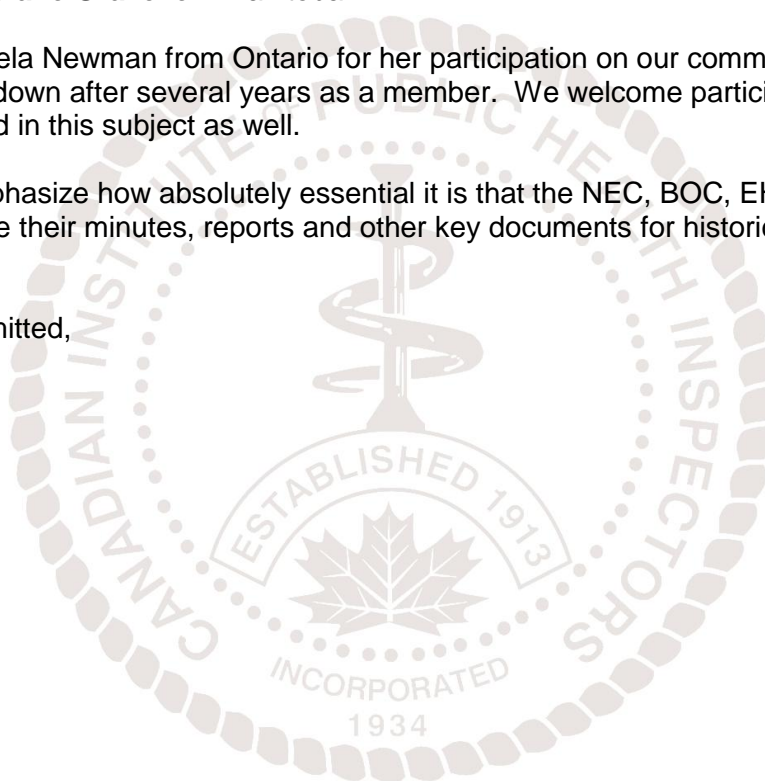
My thanks to Angela Newman from Ontario for her participation on our committee. Angela recently stepped down after several years as a member. We welcome participation by others who are interested in this subject as well.

Again, I must emphasize how absolutely essential it is that the NEC, BOC, EHFC, CoPE and branches preserve their minutes, reports and other key documents for historical purposes.

Respectfully submitted,

*Tim Roark*

Tim Roark  
Historian, CIPHI



## **REPORT OF THE ENVIRONMENTAL HEALTH REVIEW TRANSITION COMMITTEE**

### **Committee Members**

Cameron Weighill  
Shawna Bourne  
Jaime Chow  
Andrew Papadopoulos  
Becky Hester

In the fall of 2010, the National Executive Council (NEC) established the Environmental Health Review (EHR) Committee. The committee was tasked with gathering member feedback, proposals for prospective publishers, and applications for the new Editor-in-Chief.

### **Membership Feedback**

Over a 30-day period spanning December 2010 to January 2011, CIPHI members were asked to provide feedback on the future of the EHR. A total of 617 individuals were surveyed with regard to their thoughts and preferences concerning the future direction of the EHR. A strong majority agreed or strongly agreed that the EHR played a key role in disseminating information and furthered the profession (71%), and that it should also be maintained and enhanced (86%). When asked if the EHR should be re-modeled to contain only scientific articles, a majority of respondents (51.9%) specified that the current format should be retained. A convincing majority (78%) also indicated they wanted to receive the EHR in an electronic format or did not place any additional value in retaining a hard copy.

### **Publisher**

In consultation with the NEC, the EHR committee began the search for a new publisher for the EHR in February. A total of five vendors submitted proposals for printed or electronic versions of the journal. The EHR committee and NEC are currently in discussion with Canadian Science Publishing ([www.nrcresearchpress.com](http://www.nrcresearchpress.com)) with regard to future publication of the EHR. Stay tuned this summer for sneak peeks at the redesigned EHR.

### **Editor-in-Chief**

In April, the search for a new Editor-in-Chief began with a total of six individuals conveying interest in the position. At the time of this report, the NEC is currently in the process on interviewing a shortlist of candidates and an announcement at the Annual General Meeting in Halifax is likely. I would like to conclude by thanking the members of EHR Committee for all their hard work over the last six months.

Respectfully submitted,



Cameron Weighill, CPHI (C)  
Environmental Health Review Committee Chair, CIPHI

## **REPORT OF THE 2010 INTERNATIONAL FEDERATION OF ENVIRONMENTAL HEALTH AND ANNUAL EDUCATIONAL CONFERENCE CHAIRS VANCOUVER, BC**

**Summary:** Members of the BC Branch, CIPHI successfully hosted the IFEH 11<sup>th</sup> World Congress on Environmental Health / CIPHI 76<sup>th</sup> AEC in Vancouver, BC from Sept. 5<sup>th</sup> - 10<sup>th</sup>, 2010. This event was the culmination of many years of planning. A first unsuccessful bid to host the 2008 World Congress was made in 2002 followed by a successful bid in 2004 to host the 2010 World Congress. Planning for the World Congress began in 2005 with the selection of the congress venue.

Overall the congress can be considered a success. Registration for this event was well over 400 delegates and considering the economic climate, this was terrific.

**Organizing:** An active and eager group of over 20 volunteers made up the Conference Planning Committee with all volunteers coming from Vancouver Coastal Health. As the committee was created five years prior to the actual event, many volunteer changes occurred over this time.

**Venue:** The Westin Bayshore Resort and Marina property was chosen as the congress venue to highlight the natural beauty of coastal BC. The challenge with this venue (the same challenge that faces all CIPHI conference organizers) was committing to a block of rooms and a room rate five years in advance. While we took advantage of opportunities to decrease our room block as the contract allowed, the reality was we did not meet our room bookings during the congress. Many delegates found other accommodation options elsewhere.

The Westin Bayshore staff were extremely accommodating and provided a high level of service prior to and throughout the event. The quality of the venue, food & beverage was excellent.

We were extremely fortunate that the Westin Bayshore did not pursue the congress organizing committee for the shortage in the room uptake!

**Education Program:** The format for a World Congress is 4.5 days with one day being devoted to technical tours. Four keynote speakers started each plenary session speaking on the congress sub-themes of Educate, Innovate, Advocate, & Inspire. Our Keynotes selections were topical and of interest to EH practitioners, but not your normal set of keynote speakers. We opened on Monday with a Canadian astronaut providing his views from orbit of what the human race is doing to the globe, followed on Tuesday by Larry Beasley, renowned city planner from Vancouver who inspired us to become involved in building and promoting healthy communities. Our Thursday keynote, Dr. Samantha Nutt, had many present in tears in response to her expose of how our consumer decisions can impact on the health, well-being and lives of people in developing countries. What better way to close our 2010 Congress, but with a local Olympic Gold Medal Winner, Ashleigh MacIver, who addressed the setting of personal goals and stayed on steadfastly after her address to pose with delegates!

Over 100 speakers from around the world provided congress delegates with a wide variety of presentations and workshops on a broad range of environmental public health topics. Six educational streams were offered on the Monday, Tuesday & Thursday. The education committee masterfully organized and coordinated all of these speakers while managing any speaker cancellations.

Wednesday was devoted to technical tours offsite. Four tours were offered to a variety of destinations, including sustainability initiatives at Whistler, drinking water treatment at the new water treatment plant, Green Building features at the new Trade & Convention Centre, and Vancouver's Emergency Coordination Centre and a tour of North Vancouver's Fish Hatchery. All tours included a technical component, lunch and a "cultural" component.



A Healthy Built Environment workshop (sponsored and organized by the NCCEH) was also held on the Wednesday, providing congress delegates a professional development alternative to the technical tours and included a popular lunch time boat tour of False Creek and the Olympic Village.

**Social Program:** A comprehensive social program was provided as part of the congress registration. The social program included an opening wine & cheese reception in the exhibit hall, a popular reception at the Vancouver Aquarium, a BBQ on the Plaza at the Richmond Oval (former Olympic venue) and the IFEH Congress / President's Banquet. By all accounts (and the corresponding embarrassing photos) all of these events were a hit. The energetic social committee took on all challenges with these events including managing contingencies for the weather.

**Sponsorship:** In the early planning stages we were committed to finding a way to sponsor a number of delegates to this congress from developing countries. We contacted the Canadian International Development Agency (CIDA) and were advised that they did have a program that could provide funding for delegates from developing countries, however, we could not apply for this funding until 6 months prior to the event.

We were devastated when we found out 6 months prior to the congress that CIPHI did not qualify for the funding as we did not have audited financial statements for the 2 years prior 2010. We had originally planned to sponsor about 12 delegates but were only able to sponsor 1 speaker fully and provide partial funding to a second speaker. We will pass on to IFEH our recommendations on how to improve on the sponsorship of delegates from developing nations.

Another major disappointment was the reduction in overall sponsorship levels for this congress / CIPHI AEC. The world economy impacted many traditional sponsors drying up sponsorship opportunities. Nevertheless, we had wonderful support from the B.C. Ministry of Health and Vancouver Coastal Health (collectively providing \$150,000 in support of the Congress), as well as the Public Health Agency of Canada and others. BCIT played a significant role in ensuring that the vast majority of students from recent graduations, current enrollment, and the September intake could attend as student delegates. Our thanks to the EHFC for providing sponsorship for other students from other training centres. The presence of many students was duly noted by our international colleagues and often cited as a major success for IFEH2010! BCIT also provided support for the International Faculty Forum, which provided the diverse training institutions to exchange information and best practices on the Sunday before the Congress and hopefully on an ongoing basis.

**Website:** We have extended the URL for our conference website – [www.ifeh2010.org](http://www.ifeh2010.org) for one more year in order to post congress pictures and speaker presentations.

**Registration:** Early in the planning the decision was made to contract the services of a professional event planning organization for the registration component. Our involvement in other World Congresses highlighted for us the challenges of dealing with registrations and registration fees on an international level. We were also convinced that an online registration system was required for a World Congress.

The decision was made to contract the services of International Conference Services (ICS) after reviewing several options. We chose this company as they were local and appeared to have a proven track record. In the lead up to the congress, all of our interaction with them was very positive. They appeared very professional and had a lot of experience dealing with international delegates.

One week prior to the congress we were informed that there had been a problem with their system and the numbers we had for the attendees of the technical tours were incorrect. This led to many problems re-evaluating the technical tours and even the cancellation of one tour. Subsequent to this issue, it was our expectation that ICS would display a concerted effort to rectify the situation and make sure

registration for the congress went smoothly. Unfortunately this was not the case and the service provided by this company was disappointing.

**Finance:** A number of factors, some beyond the control of the organizing committee, impacted the bottom line of the congress. To list a few, the initial budgets were set in 2004 / 05, well before the economic meltdown of 2008 / 09, resulting in shortfalls of about \$20,000 - \$40,000 in sponsorship revenue, and likely impacted on registration and exhibitor numbers, which were originally estimated at up to 600 delegates and up to 45 exhibitors. In addition, the introduction of a Harmonized Sales Tax in July of 2010 resulted in a 7% lift in most venue-related expenses such as meeting rooms and catering, without any means of recovering this "new" cost through Input Tax Credits (as CIPHI, as a not-for-profit organization, does not collect HST on registrations or membership fees). To put the cost impact of this unforeseen tax change into context, it added approximately \$20,000- 25,000 to the costs of hosting the Congress!

On the revenue side, our delegate analysis indicates that we likely undervalued our "Full Congress Registration" package by \$100 - \$150, while at the same time providing for deep subsidies for student & retired members, as well as "half price" full registrations for speakers or complimentary daily registration for the day they were presenting (at their option). Registration for Organizing Committee members was also complimentary.

In closing, we would once again like to acknowledge our sponsors, exhibitors, speakers, and delegates for helping make IFEH2010 World Congress / CIPHI AEC a memorable one and an event that we will all cherish as a milestone in our careers. We would be remiss if we did not acknowledge the active involvement and commitment to the ideals of a World Congress / CIPHI AEC enshrined in our Congress Organizing Committee and in the undying support of our employer, Vancouver Coastal Health, in supporting the involvement of its employees on the committee.

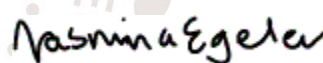
Respectfully submitted,

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Domenic Losito,  
Conference Chair

A handwritten signature in black ink, appearing to read "Claudia Kurzac".

Claudia Kurzac  
Conference Co Chair

A handwritten signature in black ink, appearing to read "Jasmina Egeler".

Jasmina Egeler  
Conference Co Chair

## **REPORT OF THE 2012 ANNUAL EDUCATIONAL CONFERENCE CHAIR** **BLUE MOUNTAINS, ONTARIO**

On behalf of the 2012 Annual Education Conference Steering Committee, we are pleased to announce that planning is well underway for the 78<sup>th</sup> CIPHI Annual Education Conference, September 16<sup>th</sup> – 19<sup>th</sup>, 2012, in the town of Blue Mountains, Ontario.

This event is being co-hosted on behalf of the Ontario Branch of the Canadian Institute of Public Health Inspectors by the Simcoe Muskoka District Health Unit and the Grey Bruce Health Unit. The collaborative approach planned for this conference will stimulate creativity, maximize resources, and promote knowledge supporting the CIPHI Continuing Professional Competencies Program and provide an opportunity for increased participation and networking.

Our chosen contracted venue – [Blue Mountain Resorts](#), is a world class facility located on [South Georgian Bay](#), home to more than 30,000 islands and 2000 kilometers of shoreline with windswept pines, majestic towering cliffs, endless beaches and clear blue water. The facility emphasizes active living for all age groups and the promotion of healthy lifestyles in a healthy, diverse and stimulating environment. The rural locale creates a relaxed and intimate atmosphere, ideal for learning and interaction.

We look forward to hosting this conference and welcome environmental public health delegates from across the Country to attend. Hope to see you there.

Yours sincerely,

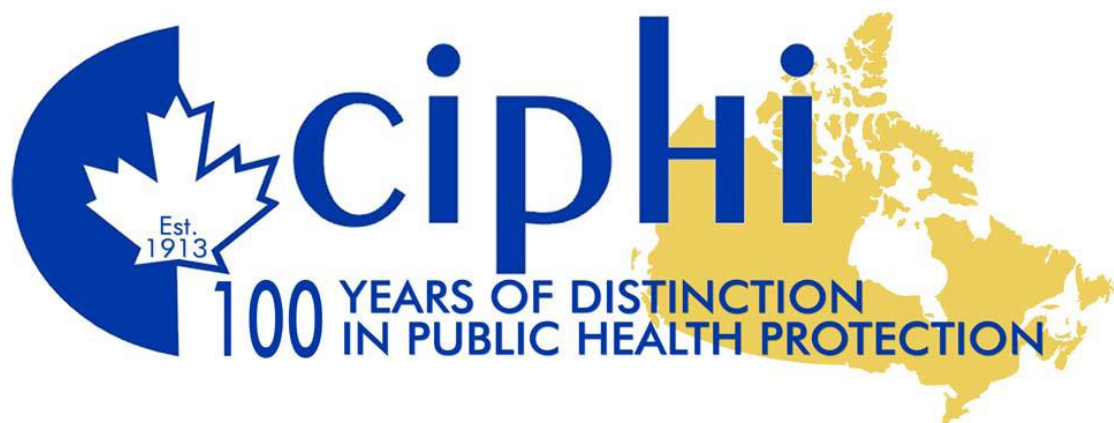
Original Signed by:

Ted Devine  
2012 AEC Conference Co Chair

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Chris Munn  
2012 AEC Conference Co Chair

**REPORT OF THE 2013 ANNUAL EDUCATIONAL CONFERENCE CHAIRS**  
**WINNIPEG, MANITOBA**



The CIPHI Manitoba Branch is honored to have the opportunity to host the Centennial Conference in Winnipeg Manitoba from June 23<sup>rd</sup> – 26<sup>th</sup>, 2013. The Conference Committee is in full swing and has been meeting and planning a conference that no one will forget. We have been obtaining information from past conference organizers on what worked well and what they would change. We are currently working on a promotional campaign where we are creating a display and sporting our new logo. We hope to unveil our new logo and get people excited about the upcoming Centennial year at the 2011 National Conference in Halifax.

The CIPHI Centenary Committee has also been established and our Branch Historian, Stéfane Gravelle, is our representative on this committee. The Committee has announced that the logo created for the 2013 conference will be the official Centennial Logo. This example of partnership and sharing of ideas is useful, and will allow all of us who are organizing events for 2013 not to duplicate our efforts but to use our energy wisely and make 2013 a year everyone will remember!

Respectfully submitted by,

Julie Scarpino  
2013 AEC Conference Chair



## **NOTICE OF MOTION #1**

The following Notice of Motion is submitted to the membership of the Canadian Institute of Public Health Inspectors for consideration in compliance with Section 46 of the Bylaws, which sets forth the requirements for amending the Bylaws of the Institute.

### ***Existing Bylaw Provision:***

#### *Section 16 D. Fee Schedule:*

<i>Regular Membership -</i>	<i>The annual fee shall be One Hundred and Twenty-Five (\$125.00) Dollars.</i>
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### ***Proposed Bylaw Provision:***

#### *Section 16 D. Fee Schedule:*

<i>Regular Membership -</i>	<i>The annual fee shall be One Hundred and Fifty (\$150.00) Dollars.</i>
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### **Purpose of the Motion:**

The purpose of the Bylaw amendment is to increase the membership dues for Regular members by \$25.00, which will be effective for the 2012 renewal year. The National Executive Council has endorsed the Bylaw amendment to increase dues for Regular Members during a meeting held on March 12, 2011.

CIPHI has nine categories of membership: Regular, Fraternal, International, Affiliate, Student, Honourary, Life, Retired and Corporate. Only Regular, Retired and Life members are eligible to vote at an Annual and/or Special General Meeting and to hold elected office on the National Executive Committee. By definition, Regular members in the Institute (a) hold the Certificate in Sanitary Inspection (Canada), the Certificate in Public Health Inspection (Canada), or...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.

To repeal or amend a Bylaw, it must be approved by three-fourths (3/4) majority of the eligible members who vote at the AGM, including properly assigned proxy votes.

### **Rationale:**

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



In striving to meet the objectives of the 2005 resolution, the Institute has embarked and completed a number of foundational initiatives including establishing a program of continuing professional competency and development of a membership database. However, in order to build upon the successes of these initiatives, additional revenues are needed as maintenance costs exceed the Institute's current budgetary ability.

As such, the Institute is proposing a modest increase of dues for Regular Members that will enable CIPHI to not only maintain the foundational work already completed, but to also provide the ability to initiate additional work to create a sustainable framework in support of the 2005 resolution. To augment the dues increase, the Institute will also endeavour to secure additional revenues from outside funding sources when available. Additionally, the Institute is also committed to identifying and reducing expenses in recognition of our responsibility to the membership for fiscally responsible operation of the Institute.

**Sponsors:**

The proposed amendment is supported by the National Executive Council with advice and direction provided by the Finance Committee of the NEC.

