

**Teleconference Minutes**  
October 9, 2015

Dial: 1-866-613-5223  
Participant Code: 3856647

**Minutes**

**NEC Members:** Ann Thomas (President), Crystal Brown (BC President), Thomas Cheung (AB President), Evelien Meyer (AB President-Elect), Kari Engele-Carter (SK President), Kathleen Martin (MB President), Tony Makrostergios (ON President), Douglas Walker (NB President), Sean O'Toole (NS/PEI President)

**Invited Guests:** Garth Gosselin (Chair BOC), Craig Nowakowski (Chair COPE)

**Regrets:** Gary O'Toole (Past President), Jason MacDonald (AB Past President), Laurie Hearn (NL President), Pam Scharfe (Vice Chair EHFC)

**Minutes:** *Thomas Cheung*

#	Item	Notes	Actions	Lead
1	Welcome & Roll Call			Ann Thomas
2	Agenda & Minutes			
2.01	Agenda approval/additions	No additions or changes.		Ann Thomas
2.02	Minutes approval/corrections	Approval of August 21 <sup>st</sup> NEC Teleconference Minutes Deferred to next teleconference (November, 2015)	Minutes approved	Crystal Brown
		Approval of September 11 and 12, 2015 Minutes		Ann Thomas

MINUTES

National Executive Council  
October 9<sup>th</sup>, 2015

		Motion to accept minutes: Tony Makrostergios Seconded by: Crystal Brown Carried		
2.03	NEC Action Items	Action items will be updated following approval of September minutes All action items completed: <ul style="list-style-type: none"> <li>- Website updates have been given to Mike Leblanc.</li> <li>- Thomas spoke to Phi about updating the Facebook and Twitter accounts.</li> </ul>	Updates given	Ann Thomas
<b>3</b>	<b>Review of Motions</b>			
3.01	Electronic Motions	<i>None</i>		Ann Thomas
<b>4</b>	<b>Standing Committee Reports</b>			
4.01	Environmental Public Health Week	EPHW has come and gone.		Crystal Brown
4.02	Communications	Nothing submitted		Peter Heywood
4.03	Website	Nothing submitted		Mike LeBlanc
4.04	Finance and Audit	Nothing submitted		Crystal Brown
4.05	Member Service Centre	Nothing submitted		Jason MacDonald
4.06	Appeal Review Committee	Nothing submitted		Kathleen Martin
<b>5</b>	<b>Corporate Reports</b>			
5.01	Environmental Health Foundation of Canada	Pam not present. Defer to next teleconference.		Pam Scharfe
5.02	Board of Certification	NFLD BOC Member Appointment and Funding There was interest last year but NFLD can't fund a representative. Access to CoPE data was discussed.		Garth Gosselin

MINUTES

National Executive Council  
October 9<sup>th</sup>, 2015

		<p>Garth plans to modify TOR for BOC member. To be a member must complete CPCs.</p> <p>BOC member updates: Leaving:</p> <ul style="list-style-type: none"> <li>- Nina van der Pluijm (past chair)</li> <li>- Barry MacGregor (NS PEI rep)</li> <li>- Karen Leewing (Manitoba rep)</li> </ul> <p>Resigned:</p> <ul style="list-style-type: none"> <li>- Stephanie Schoder (NB rep)</li> </ul> <p>Tony T stepping up as vice chair Garth brought up the need for more east coast representation. Exam panel only consists of AB and ON representatives. Stephanie proposed that NEC fund the NFLD BOC member. NEC pays for one half, BOC pays for the other. Discussed the need for a BOC rep from NFLD. Will discuss further when Laurie is present. Further discussion during the next NEC meeting when Laurie is present.</p>		
5.03	Council of Professional Experience	<p>Discussion on members who hold positions on completing PDH. Craig confirmed that the NEC does have the right to information on member PDH's in the CoPE database</p>	NEC to acquire data from CoPE.	Craig Nowakowski
5.04	Environmental Health Review	No updates		Andrew Papadopoulos
<b>6</b>	<b>Old Business</b>			
6.01	IFEH CIPHI Delegates	<ul style="list-style-type: none"> <li>• Report on information from IFEH and Phi Phan</li> <li>• Group wants some engagement, but not sure how much accountability there should be to the IFEH and also our own members.</li> <li>• Hard to create TOR if it isn't clear on what IFEH</li> </ul>		Ann

MINUTES

National Executive Council  
October 9<sup>th</sup>, 2015

		<ul style="list-style-type: none"> <li>wants from CIPHI.</li> <li>Decision was not made during the meeting on future IFEH involvement, further discussion warranted.</li> <li>Gary and Ann are the current representatives. Robert Bradbury is no longer the representative as requested by him.</li> </ul>		
6.02	WebPage	<ul style="list-style-type: none"> <li>Updates completed</li> <li>Centenary information has been taken off.</li> <li>NEC approved the engagement of members for submitting photos for the page headers. Will start with the Listserve. Branch presidents may also send out a notice.</li> </ul>	Advise Mike LeBlanc of the outcome of the discussion. Notice to be sent out via the Listserve.	Ann
6.04	CPC Stakeholders	<ul style="list-style-type: none"> <li>This item is a follow up to strategic plan re getting buy-in from unions and employers.</li> <li>Nothing to update.</li> </ul>	Keir to give update at the next NEC meeting	Craig/Keir
6.05	NEC e-mail Distribution List	<ul style="list-style-type: none"> <li>Confirmation of Recipients NEC wants on the list</li> <li>Will confirm that Thomas is on the mailing list.</li> <li>The office is currently on the list but will be removed.</li> </ul>	Ann will check who is on the list to make sure everyone on the NEC is there.	Ann
6.06	EHFC cost sharing	Discussion regarding funding from NEC to EHFC to attend meetings and conferences. Confirmed that the NEC will not be funding EHFC for these purposes.		
<b>7</b>	<b>New Business</b>			
7.01	CPC Credit Participation Confirmation	<ul style="list-style-type: none"> <li>Requiring CPC Credits for Members holding office/examiners (See discussion at item 5.02)</li> </ul>		Ann/Craig
7.02	Mandatory Membership	<ul style="list-style-type: none"> <li>Legal Opinion received by Alberta Branch</li> <li>Summary will be sent out from AB Branch to the rest of the NEC for discussion during the next</li> </ul>	AB Branch to submit summary of legal opinion to	Ann

MINUTES

National Executive Council  
 October 9<sup>th</sup>, 2015

		meeting.	the NEC. - Thomas	
7.03	CoPE In-coming Chair Approval	CoPE members updates: Victor Mah has stepped down; Jenny Brown has taken over as AB branch chair. Saskatchewan rep has stepped down. Julie Scarpino will be stepping down.  Motion to confirm Keir as the new chair of CoPE: Kathleen Seconded: Tony Carried		Ann
<b>8</b>	<b>Next Meeting</b>			
8.01	Meeting Schedule	<b>Discuss change to next scheduled teleconference from November 21<sup>st</sup> to Saturday Nov 14<sup>th</sup>.</b>	Next meeting moved to Saturday November 14, 2015.	
<b>9</b>	<b>Adjournment</b>			