

NEC Teleconference

October 20th, 2017 9:00 am Pacific time

Dial: 1-866-613-5223

Participant Code: 3856647

Approved Minutes

NEC Members: Ann Thomas (President); Kari Engele-Carter (President Elect); Evelien Meyer (AB President); Ali Rana (MB President); Sara Baird (NS/PEI President); Dale Chen (BC President); Raymond Ramdayal (ON President); Nina van der Pluijm (NB President); Gregory Barrett (NL President); Kevin Kapell (SK President)

Guests: Keir Cordner (CoPE); John Cannan (ON President Elect); Gordon Moseley (BC President Elect)

Regrets: Tony T.

Minute Taker: Ray Ramdayal

NOTE: * denotes that a document was circulated for NEC to review prior to the meeting

#	Item	Discussion	Action	Lead
1	Welcome & Roll Call			
2	Agenda & Minutes			
2.01	Agenda approval/additions *	Appoint minute taker – Ray Ramdayal Added: Past Minutes on Web Page (Ali Rana)		
2.02	Minutes Approval *	Approval of September 2017 meeting minutes. Moved by: Ann Seconded: Ray Motion Carried		
2.03	NEC Outstanding Action Items *	Review Action Items dated October 2017 circulated with the draft agenda Nina raised question re: action item related to NOP # 1 that appears in policy review and in document review. Duplication will be corrected		

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		<p>on the list.</p> <p>Ali: question the item regarding developing member discipline process. Clarification that this is for disciplining for code of ethics violations</p> <p>Ali and Raymond are still prepared to work on this. Will compile brief update of work done to date and next steps for presentation at November face to face.</p>		
3	Old Business			
3.01	Joint Meeting CoPE/BOC/NEC in November	<p>Keir meeting with NEC Sat afternoon</p> <p>Tony meeting with NEC Sunday Time/location TBA</p> <p>This is to confirm that BOC/CoPE/NEC will be going over the process of voluntary and mandatory membership processes and appeal policies</p> <p>Question from Ali: Do we need two appeal processes. Keir is focussing on appeal of failing CoPE audit. We will discuss further at face to face.</p> <p>Tony will meet with NEC on Sunday. Will confirm the time and location.</p>		
3.02	Cost Sharing Formula NEC Implementation	<p>Gregory: followed up with Dianne at the office. Were confused how to apply the cost share formula. Got this straightened out. The NEC had talked about having a cut off day (end of November). Office would prefer Nov. 1st. This can be worked out based on what makes most sense administratively.</p> <p>The new formula will be applied after the November meeting so please get expenses in ASAP.</p>	Update NOP with new formula when implementation is complete	Ann/ Office

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		<p>Changes will need to be made to the NOP once the details of new cost sharing formula are finished. (Ann and office will work on this.)</p>		
3.03	Media Requests	<p>Update from Ray re: Global News National interview Update from Ali re: TV coverage of public health and health inspectors planned for the coming year.</p>		
4	New Business			
401	Review of November Meeting Agenda	<p>Review of draft agenda.</p> <p>Introduction of discussion documents for Nov agenda: Voluntary and Mandatory Membership Process; Draft Appeal NOP; Legal Opinion re: Employer Engagement</p> <p>Ann asked that everyone on the NEC review the documents she has circulated for the November face to face meeting. Focus on legal position document too. Think about how we might start engaging employers in the different provinces How do we encourage them to start supporting mandatory membership? Please come prepared. This is the important next step in moving this forward.</p> <p>Additions to the agenda: Kari – Awards Voting Ray – Code of Conduct for CIPHI Boards Members Evelien – AEC 2018 discussion topic</p>	Finalize Agenda and Circulate	Ann
4.02	Provincial PH Service Models	<p>Position statement re: CIPHI's advocacy role in respect to employer org structures is being drafted.</p> <p>It will be put on the agenda for November.</p>	Draft position paper	Ann/Nina

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4.03	NEC Lap Top	<p>Request to purchase laptop and office software for NEC meetings</p> <p>President no longer has a personal laptop to bring to meetings. She is suggesting that we purchase a small, inexpensive laptop that will remain the property of CIPHI. You can find one for \$350-500. Including Office. Not included in the budget but we do have the money.</p> <p>Motion: To allow for the purchase of a laptop for the purposes of CIPHI business to be used by the CIPHI National President (or his or her delegate) at a purchase price of up to \$600.00 including the installation of Microsoft Office.</p> <p>Moved by Nina Seconded by: Gregory</p> <p>Passed unanimously</p>		Ann/Kari
4.04	Web Page Cleanup	<p>Ali has been doing a clean up of the web with Mike. Question re: past minutes from 1990s.</p> <p>Ali suggest moving the 90s to the "Historical" page.</p> <p>Leave 2010 to current on the "Documents" site.</p> <p>Adding links to strategic partner websites was proposed. Ali will contact the various partners to advise we will be adding links to their websites</p>		

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		Talked about adding seasonal messages on the "Advocacy" page re safety messages for thanksgiving, summer, Christmas, etc. and deleting years old messaging on site. Consensus from NEC this is a good plan.		
5	Next Meeting			
5.01	Nov 3-4 th 2017	Face to face in Richmond BC		
6	Meeting Adjourned 10:35pm PST			

