

NEC Teleconference

January 18, 2019 9:00 am Pacific time

Minutes

NEC Members: Kari Engele-Carter (President); Ann Thomas (Past President); Gregory Barrett (President Elect); Geoffrey Tomko (AB President); Kevin Kapell (SK President); John Cannan (ON President); Shaun Crawley (NB President); Vanessa Nickelo (NS/PEI President)

Regrets: Casey Neathway (BC President); Natalie Lowdon (MB President); Tammy McDonald (NL President)

Guests: Ian Harrison (BOC), Lorelle Pegus (CoPE); Pam Scharfe (EHFC)

Minute Taker: Gregory Barrett

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 – Gregory Barrett -Minute taking duties will now be covered by the President-Elect position		
2.02	Minutes Approval *	Approval December 2018 Teleconference Minutes Moved by: Ann Thomas Seconded by: Vanessa Nickelo Carried		
2.03	NEC Action Items *	Review Action Items List Kevin Kapell – New BOC appeals chair Vanessa Nickelo – 2019 AEC quotes received, discussed in 5.01		

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3	Corporate Reports			
3.01	BOC	<ul style="list-style-type: none"> • New BOC Chair: Ian Harrison • Next BOC face-to-face meeting in May 2019; Vancouver, BC • Committee reviewing the international candidates portfolio; consultant proposed to be hired. • Instructional objections coming into effect for schools in September 2019. Changes to the BOC exams will occur two years afterwards. 		
3.02	CoPE	<ul style="list-style-type: none"> • CoPE has recruited another National Rep which needs NEC approval. This matter will be tabled until the February NEC meeting. • Status of the audit policy & legal opinion pending. • Communications plan update requested. • CoPE working on a member engagement plan. • NL Branch representative Matthew Glover has resigned. New representative pending. 	Expression of Interest to be circulated for NL CoPE representative (Tammy M.)	Tammy M
3.03	EHFC	<ul style="list-style-type: none"> • Laurie Hearn-Pike is drafting an EHFC 2019-2021 strategic plan. • EHFC requested time to update NEC on 2019-2021 strategic plan and unveil plans for the EHFC 30th anniversary. 		
4				

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4.01	AEC 2019	<p>Update on 2019 AEC</p> <ul style="list-style-type: none"> Contract has been received from proposed venue and currently under review. Halifax, NS in September 2019 proposed. 		
402	AEC 2020	<p>Update from Branches re: interest in hosting/leading 2020 AEC</p> <ul style="list-style-type: none"> BC- absent AB- no interest SK- no interest; 2018 AEC was in SK MB- absent ON- Update will be provided after Branch Executive meeting. NB- Interested in hosting for 2021 NS/PEI- 2019 AEC hosting proposed NL- absent 	Branches to update for NEC February meeting	NEC
4.03	Outstanding Policies Update *	<ul style="list-style-type: none"> Final DRAFT for review and discussion as distributed by Ann; NEC to review & email Ann by January 23, 2019. Plan for distribution policies to members; Ann requested feedback/discussion for plan for distribution to membership. John volunteered to help Ann with these policies and communication plan. 	Send comments to Ann by January 23	NEC
4.04	National Awards *	<ul style="list-style-type: none"> Updated NOP#1 & circulated for discussion <ul style="list-style-type: none"> Updates to sections for life member and 50 year award as discussed at September 2018 NEC Face-To-Face meeting. Clear language is required around submission deadlines/extensions for award nominations. Clarification to be added to the NOP. As per bylaw, life membership award is ratified at the AGM. Ann inquired re: logistics of covering recipient expenses to 	Review NOP#1 for discussion at February 2019 NEC meeting.	NEC

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		<p>attend President's Banquet when recipient cannot be advised of receiving the award until it has been ratified at the AGM the day before.</p> <ul style="list-style-type: none"> • Further wording change to the bylaw may be required 		
4.05	National Committees*	Committee memberships updated and listed in NEC Committee Assignments document. Updated document to be circulated by Kari		Kari
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5.01	Environmental Health Review *	<ul style="list-style-type: none"> • Updated Branch submission schedule as per 2019-2021 Schedule to be circulated 		Kari
5.02	EPHW *	<ul style="list-style-type: none"> • Circulated metrics for discussion • EPHW 2019 <ul style="list-style-type: none"> ○ A general proclamation letter is proposed from the committee for ongoing use. ○ Recommend linking EPHW to the advocacy group. ○ EPHW manual to be updated. 		
5.03	CIPHI seal	<p>Status update</p> <ul style="list-style-type: none"> • \$1000 reimbursement received from Purolator. • Tim Roark looking at replacement options; received lower quotes on different options. 		
5.04	CIPHI Banners	<ul style="list-style-type: none"> • Banners were lost after 2016 AEC. Replacement recommended. Discussed. 	Look into replacement of banners	Tammy
5.05	President Positions	As of January 18, 2019 Ann Thomas has moved to the CIPHI National Past President position and Kari Engele-Carter has been assumed role of National CIPHI President.		

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5.06	Jurisdictional Scan*	<ul style="list-style-type: none"> Document for information distributed as used for NL Branch advocacy work. 		
5.07	National Advocacy Committee	<ul style="list-style-type: none"> Deferred to February meeting 		
5.08	April NEC Face-to-Face Meeting	<ul style="list-style-type: none"> April 27th 8am-5pm, April 28th 8am-5pm in Toronto, ON; Venue details pending. 		
6	Next Meeting			
6.01	February 15, 2019			
7	Meeting Adjourned: 10:30 am (PST)			

