

NEC Teleconference

March 15, 2019 9:00 am Pacific time

Minutes

NEC Members: Kari Engele-Carter (President); Gregory Barrett (President Elect); Casey Neathway (BC President); Geoffrey Tomko (AB President); Natalie Lowdon (MB President); John Cannan (ON President); Vanessa Nickelo (NS/PEI President); Tammy McDonald (NL President)

Guests: Ian Harrison (BOC); Jenny Brown (CoPE);

Regrets: Ann Thomas (Past President); Kevin Kapell (SK President); Shaun Crawley (NB President); Pamela 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		9:02 am (PST)	
2	Agenda & Minutes			
2.01	Agenda approval/additions *	MB Branch request for a letter added as item 6.06		
2.02	Minutes Approval *	Approval of the February 2019 teleconference minutes Moved by: Geoffrey Tomko Seconded by: Casey Neathway Carried		
2.03	NEC Action Items *	Review Action Items List		

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3	Electronic Motions			
4	Corporate Reports			
4.01	BOC*	<ul style="list-style-type: none"> International candidate policy proposal discussed. <p>NEC polled regarding support of moving forward on this policy. All in support.</p>		
4.02	CoPE *	<ul style="list-style-type: none"> CoPE is struggling to obtain information necessary for PDH audits with current MSC platform. New platform to be explored. Needs assessment to be drafted and working group to be formed. Reminder - Comments on proposed simplification of PD model due. <p>NEC polled regarding support of moving forward on this item. All in favour.</p> <ul style="list-style-type: none"> Updates to Bylaw/Regulations ongoing 	NEC to review document and provide comments to Jenny Brown.	NEC
4.03	EHFC	<ul style="list-style-type: none"> Email was forwarded to membership detailing opportunity available to comment on DRAFT Strategic Plan 2019-2021. 	Comment on DRAFT Strategic Plan 2019-2021	NEC
5	Old Business			
5.01	AEC 2019	<ul style="list-style-type: none"> Contract has been signed Volunteer call out to NS/PEI members sent in December Call for abstract planned for mid-April Silent Auction will be organized by EHFC and is proposed to be online. Social media postings are ongoing. 		

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5.02	AEC 2020*	<ul style="list-style-type: none"> ○ Proposal was received from Durham Health Unit, ON to change their provincial conference to a National AEC. ○ Initial bid document and initial budget document has been circulated <p>Motion for the NEC to accept the bid from Durham Region, ON to host the 2020 CIPHI AEC.</p> <p>Moved by: John Cannan Seconded by: Geoffrey Tomko All in Favour. Motion Carried</p> <p>Motion for the NEC to approve \$20,000 in seed money for the health unit to begin planning the conference.</p> <p>Moved by: Casey Neathway Seconded by: John Cannan All in Favour. Carried</p>		
6	New Business			
6.01	NOP#14 Logo Use Policy	<ul style="list-style-type: none"> • NOP #14 discussed in context of a 2019 AEC Exhibitor using CIPHI logo outside of policy parameters. Letter to be forwarded. 	Letter to be forwarded	John/Kari
6.02	CIPHI 2019 Budget*	<ul style="list-style-type: none"> • Budget to be finalized at the NEC April meeting. Brief detail provided with request for NEC to review budget prior to April meeting. Discussion flagged consideration for MSC platform update and increasing budget line for advocacy/marketing. 	Review budget document	NEC
6.03	Bylaws	<ul style="list-style-type: none"> • Discussion on current Branch bylaws and importance of consistency with National Bylaws and National Operating Policies. Documents must be consistent. 	NEC to review their Branch bylaws	NEC

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		<ul style="list-style-type: none"> Review of bylaws encouraged to flag possible inconsistencies More discussion pending for April NEC meeting. 		
6.04	Environmental Public Health Week	<ul style="list-style-type: none"> Casey will assume committee chair position One vacancy for Branch Committee representative 2019 artwork has been drafted. 		
6.05	IFEH World Congress	<ul style="list-style-type: none"> Invitation to attend August 10-13, 2020 in Kuala Lumpur, Malaysia will be declined due to expense/distance. 	Decline invitation	Kari
6.06	MB Branch –Update	<ul style="list-style-type: none"> General update provided on changes within MB affecting members 	Letter of support to be forwarded from CIPHI National	Kari
		<ul style="list-style-type: none"> Kari wished Geoff well on behalf of the NEC and thanked him for his contributions as he steps away from NEC. 		
7	Next Meeting			
7.01	April 27 th & 28 th , 2019	Face to Face Meeting, Toronto		
8	Meeting Adjourned 10:30 am (PST)			