

## NEC Teleconference

April 17, 2020 9:00 am Pacific time

Via Google Hangouts

### Minutes

**NEC Members:** Kari Engele-Carter (President); Kevin Kapell (President Elect); Meaghan Allen (AB President); Brad Giesbrecht (SK President); Lisa Fortuna (ON President Elect/ Acting President); Shaun Crawley (NB President); Vanessa Nickelo (NS/PEI President); Tammy McDonald (NL President);

**Guests:** Ian Harrison (BOC Chair); Lorelle Pegus (CoPE Chair)

**Regrets:** Casey Neathway (BC President), Natalie Lowden (MB President), John Cannan (ON President).

**Minute Taker:** Kevin Kapell

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

#	Item	Outcome	Action	Lead
1	Welcome & Roll Call			
2	Agenda & Minutes			
2.01	Agenda approval/additions *	- no additions to the agenda. Agenda accepted.		
2.02	Minutes Approval *	Approval of February minutes  <b>Motion to Approve February Minutes</b> <b>Moved by:</b> Brad <b>Seconded by:</b> Meaghan  <b>All in favour. Motion carried.</b>		
2.03	NEC Action Items *	Review Action Items List - No updates		

<b>3</b>	<b>Electronic Motions</b>			
		No electronic motions since previous meeting.		
<b>4</b>	<b>Corporate Reports</b>			
4.01	BOC	<p>Update</p> <ul style="list-style-type: none"> <li>● BOC April Exam, BOC October Exam <ul style="list-style-type: none"> <li>○ Meeting April 24, 2020 to try and figure out how to get this exam done. Would like to avoid temporary certification. Goal is to try and do an exam this summer. BOC meeting taking place soon and an update on the exam will be provided.</li> </ul> </li> <li>● Upcoming BOC May meeting</li> </ul>		
4.02	CoPE	<p>Update</p> <ul style="list-style-type: none"> <li>● March CoPE meeting in Victoria cancelled</li> <li>● Member PDH auditing process/timeline</li> <li>● Communications to members <ul style="list-style-type: none"> <li>○ Started with usual audit policy and this has been disrupted by COVID. Should more audit options be considered due to this? There are 2 options on how they would like to proceed. Most would like to carry on with audit process. Have about 80% of audits completed. Option would be to go forward with the 80% only or to complete all audits. Does the NEC have an opinion? Discussion occurred. Generally agreed that 4% is sufficient and to proceed with the 80% that have been completed.</li> <li>○ With this option, there are some audits where people have requested an extension to the deadline to provide the information for their audit due to COVID. CoPE proposing setting the deadline for August 1, 2020 and will send monthly reminders. Some may still not be able to meet that deadline due to COVID. August 1 deadline was agreed to. Generally agreed that further leniency beyond extending deadline to August 1 is not needed. Members can still appeal.</li> </ul> </li> </ul>		Lorelle

4.03	EHFC	<p>Update</p> <ul style="list-style-type: none"> <li>• Meeting held by conference call March 15, 2020 <ul style="list-style-type: none"> <li>○ nothing significant to report. Minutes have not been circulated.</li> </ul> </li> </ul>		
<b>5</b>	<b>Old Business</b>			
5.01	AEC 2020	<ul style="list-style-type: none"> <li>• Update on AEC 2020 <ul style="list-style-type: none"> <li>○ 2 options. One is to postpone and one is to cancel. Cancelling may see extensive penalty. If postponed, would have to host conference by June 2021 to avoid penalties. Speaker deposits may still be an issue if we postpone but would be significantly less of a penalty than a full cancellation. Decision to be made by May 31. Proposed forwarding contract to National Office to have them see if they can get us the least amount of penalty possible. Ontario's preference is that we postpone for a year and try for October 2021 but June 2021 will still be considered depending on options presented.</li> </ul> </li> </ul>		
5.02	AEC 2021	<ul style="list-style-type: none"> <li>- on hold for now. No concrete plans had been made and no bookings has been made in NB for this. Will revisit when decision is made regarding AEC on Ontario.</li> </ul>		
5.03	Advocacy Project	<ul style="list-style-type: none"> <li>- this is on hold for now. Will revisit as we move forward and see where COVID is and is going. Refer to point 6.03 for communication plan with Be the Change</li> </ul>		
5.04	CIPHI Leadership Opportunity	<ul style="list-style-type: none"> <li>- Cancelled. Will explore again at a later date.</li> </ul>		
5.05	Manitoba Advocacy Letter	<ul style="list-style-type: none"> <li>- Letter was drafted and re-worked and sent back to MB but due to COVID this has stalled for now.</li> </ul>		
5.06	IFEH Extraordinary Meeting March 21	<ul style="list-style-type: none"> <li>- Kari attended the meeting. Kari reported some highlights from the meeting. Will try to attend the next meeting as well. Feels it's important we continue to attend.</li> </ul>		

<b>6</b>		<b>New Business</b>		
6.01	Letter to EPHPs from President*	<ul style="list-style-type: none"> <li>● Update and feedback</li> <li>- Received good feedback regarding this letter.</li> <li>- Has received some emails from members thinking that CIPHI should be doing more for advocacy but some emails received have been deemed to be outside of the scope of CIPHI.</li> <li>- Discussion occurred around how to deal with some of these inquiries.</li> </ul>		
6.02	COVID-19 Call for Assistance*	<ul style="list-style-type: none"> <li>● Letter circulated to members from the Office of the Chief Public Health Officer of Canada</li> <li>● Received from Dr. Theresa Tam, Canada's Chief Public Health Officer, Tina Namiesniowski, President of the Public Health Agency of Canada, and Stephen Lucas, Deputy Minister of Health Canada</li> <li>● Requests assistance to augment capacity at provincial and territorial levels for surveillance and monitoring of COVID-19 cases.</li> <li>- This was forwarded to all members and to the retirees advisory committee. They are looking into offering help.</li> </ul>		
6.03	COVID-19 Communication Plan*	<ul style="list-style-type: none"> <li>● Update and decision</li> <li>- Comments from meeting on April 13 were added to the document and this was forwarded to Be the Change. Waiting to hear back. Member in BC reached out to and has agreed to assist and Natalie will be reaching out to some MB members to assist with this project.</li> <li>- May not move forward on FB banner and will focus on above communication plan.</li> </ul>		
6.04	CPHI(C) suspensions 2020	<ul style="list-style-type: none"> <li>- Extended deadline and will revisit on May 1, 2020.</li> <li>- Should there be concessions made for people who cannot pay due to COVID? Generally agreed to move forward with May 1 plan and to send out letters.</li> </ul>		

6.05	Retirees Advisory Committee	<ul style="list-style-type: none"> <li>● new email- <a href="mailto:ciphiretireschair@gmail.com">ciphiretireschair@gmail.com</a></li> <li>● RAC was formed in 2005 as a joint project of CIPHI and the PHAC to address public health emergencies and be in a position to connect with our CPHI(C) retirees who may be able to assist due to a public health surge capacity issue</li> </ul> <p>- General discussion took place.</p>		
6.06	National CIPHI AGM 2020	<ul style="list-style-type: none"> <li>● AEC timeslot for Monday October 5, 2020</li> <li>- Likely will have to look at having an electronic AGM. Kari will connect with Casey to look into this.</li> </ul>	Kari to contact Casey regarding electronic AGM	Kari
6.07	CIPHI National Awards 2020	<p>- Awards- process may need to change slightly as policy advises that these should be awarded at the president's banquet and awards luncheon. These won't occur. Awards committee will look into alternative way to present these.</p>	Awards committee to communicate and come up with options for award for 2020 with no AEC occurring	Shaun /Kevin
<b>7</b>	<b>Next Meeting</b>			
7.01	May 15, 2020 9am PST	<ul style="list-style-type: none"> <li>● Alternate date of May 16</li> <li>- Request to move meetings to a Saturday as it is currently difficult to attend on Fridays due to COVID workload. Evenings were identified as a challenge due to time change across the country. Some reservations about moving to Saturday. Agreed to look at moving the meetings off of Fridays for May and June and then re-examine. Kari will send doodle poll out for alternate dates for upcoming meetings.</li> <li>● Alternate date for June</li> <li>- see above comments.</li> </ul>	Kari to send Doodle Poll to the group for alternate dates for the May and June meetings.	Kari