

**Approved Minutes**

**NEC Members:** Kari Engele-Carter (President); Kevin Kapell (President Elect); Casey Neathway (BC President); Meaghen Allen (AB President); Brad Giesbrecht (SK President); Valerie Jackson (MB President); Lisa Fortuna (ON President); Shaun Crawley (NB President); Vanessa Nickelo (NS/PEI President); Tammy McDonald (NL President)

**Guests:**

**Minute Taker:** Kevin Kapell

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

#	Item	Outcome	Action	Lead
1	<b>Welcome &amp; Roll Call</b>			
2	<b>Agenda &amp; Minutes</b>			
2.01	Agenda approval/additions *			
2.02	Minutes Approval *	Deferred to January meeting		
2.03	NEC Action Items *			
3	<b>Electronic Motions</b>			
4	<b>Corporate Reports</b>			
4.01	BOC	<ul style="list-style-type: none"> <li>Exam planning update. Weekly update is planned for candidates</li> <li>Keara Shaw will assume Chair position as of January 1st</li> </ul>		
4.02	CoPE	As per section 17 of the CoPE regulations, the Vice Chair elected by CoPE must be ratified by the NEC.	Provide confirmation to Lorelle of	Kari

		<p><b>Motion to ratify Catherine Chubbs, AB Branch, as the Vice-Chair of CoPE, effective January 1, 2021.</b></p> <p><b>Moved by:</b> Tammy <b>Seconded by:</b> Meaghan <b>Motion carried.</b></p> <ul style="list-style-type: none"> <li>• Vibe server migration will move to an American Platform. A motion will be needed at the AGM to confirm to members that information is held out of Country.</li> </ul>	ratification of Vice-Chair	
4.03	EHFC	<ul style="list-style-type: none"> <li>• EHFC representative reappointment requested</li> <li>• Brad is willing to sit another 1 year term</li> <li>• ToR discussed, updated copy will be requested and will be reviewed</li> </ul>	Review ToR	Brad and Kari
<b>5</b>	<b>Old Business</b>			
5.01	AEC 2021	<ul style="list-style-type: none"> <li>• Planning is on hold but planning committee working with venue</li> <li>• Discussion on virtual versus in person option</li> </ul>		
5.03	National Awards	<ul style="list-style-type: none"> <li>• Update on presentations of awards</li> <li>• Honorary membership award presented to Neil Grinwis by virtual meeting with Kari &amp; Shaun present from NEC</li> <li>• Awards for EHR and Life membership, as well as Honorary have been mailed to local NEC members for presentation to recipients</li> </ul>	Arrange presentation to award recipients	Local NEC member
5.04	Advocacy Project	<ul style="list-style-type: none"> <li>• Webinar November 25 debrief</li> <li>• Upcoming plans including bimonthly meetings</li> <li>• Natalie - Advocacy Co-Chair email pending</li> <li>• NEC website survey will be circulated</li> <li>• EcoCanada, BEHR will be explored in relation to advocacy partnerships</li> </ul>		
5.05	ISC Advocacy Project	<ul style="list-style-type: none"> <li>• Pending funding approval from ISC</li> </ul>		
5.06	Educational opportunities for members	<ul style="list-style-type: none"> <li>• Committee meetings have been held to determine goals and frameworks.</li> </ul>		
5.07	PDH appeals	<ul style="list-style-type: none"> <li>• 18 appeals, 3 overturned, 1 reaudit, rest dismissed.</li> </ul>		

		<ul style="list-style-type: none"> <li>• More information requests with responses provided including definition for extenuating circumstances and process irregularity.</li> <li>• Policies to be updated. Form letters are contained in Gdrive</li> </ul>		
5.08	Merchandise Committee	<ul style="list-style-type: none"> <li>• no update</li> </ul>		
<b>6</b>	<b>New Business</b>			
6.01	IFEH	<ul style="list-style-type: none"> <li>• Update on Americas Regional Group Meeting</li> <li>• Chair will be nominated via NEHA for term. CIPHI will rotate into Chair position within the next 2-3 years.</li> <li>• Kari, Kevin and Casey will be IFEH representatives for CIPHI</li> </ul>	Update rep names to IFEH	Kari
6.02	Legal Opinion - Ethics Committee *	<ul style="list-style-type: none"> <li>• Information as provided.</li> </ul>		
<b>7</b>	<b>Next Meeting</b>			
7.01	January 16, 2021 9am PST			