

## Minutes

**NEC Members:** Kevin Kapell (President Elect); Kari Engele-Carter (Past-President); Casey Neathway (President-Elect); Stephanie Tooke (BC President); Meaghan Allen (AB President); Brad Giesbrecht (SK President); Valerie Jackson (MB President); Lisa Fortuna (ON President); Tammy MacDonald (NL Past President)

**Regrets:** Jillian Young (NL President); NB President; NS/PEI President

**Guests:** Keara Shaw (BOC Chair); Lorelle Pegus (CoPE Chair); Shain Mergulhao (ON President Elec)

**Minute Taker:** Casey Neathway

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

#	Item	Outcome	Time	Lead
1	<b>Welcome &amp; Roll Call &amp; Introductions</b>			
2	<b>Agenda &amp; Minutes</b>			
2.01	Agenda approval/additions *		3 min	Kevin
2.02	Minutes Approval *	Approval of the November 20th meeting minutes Moved by: Kari Engele-Carter Seconded by: Meaghan Allan Motion Carried  Approval of the December 16th meeting minutes Moved by: Bradford Giesbrecht Seconded by: Valerie Jackson Motion carried	2 min	Kevin
2.03	NEC Action Items *		Update to be done	Kevin
3	<b>Electronic Motions</b>			
4	<b>Corporate Reports</b>			

4.01	BOC	<ul style="list-style-type: none"> <li>● January 2021 Exam will go forward January 20th.(as deferred from October) Deferred oral in ON (54 candidates) and NB. These candidates will know their written reports marks in order to plan for the April exam date.</li> <li>● April 2021 Exam plans</li> <li>● Option for virtual exams logistically challenging, including finding a platform (potentially zoom), equipment logistics, IT support, exam security, national policy and process.</li> <li>● NEC discussed the importance of moving forward to certify candidates but need to maintain the standard of the process and maintain quality and perception of credential.</li> <li>● There will be a certification exam for the April 2021 date.</li>   <li>● International candidates equivalency exam - scheduled for April 28th, 2020.</li> <li>● School reviews: 2021 Upcoming Ryerson and BCIT. FNUC was recently approved until 2023 through virtual means</li> <li>● School approval: 2021 Upcoming: University of Montreal.EPH students are in second year.</li>   <li>● BOC Policy 4 update: change to practicum requirements after candidates fail segments of BOC exam. After fail written twice - new practicum, after 3 times requiring 24 week , Candidates are having challenges securing practicum. Now removed some requirements. Can attempt the exam up to 4 times in 5 years.</li>   <li>● Bethechange.org consultation on BOC website.</li>   <li>● Appeal policy and complaint against BOC members, examiners, coordinators policy. I have a question for the NEC</li> </ul>	15min	Keara
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		<p>on this one: do we have NOPs for these issues, or are they still in development? The BOC is interested in rolling up our appeal policy and complaint policy into the national policies.</p> <ul style="list-style-type: none"> <li>• NOP #26 Code of Conduct and NOP #27 Code of Ethics may apply</li> <li>• NB BOC rep has completed first term, expired April 2020. Re-appointment or new appointment requested.</li> </ul>		
4.02	CoPE	<ul style="list-style-type: none"> <li>• Recruitment for CoPE member, AB and SK. AB immediately, SK March</li> <li>• MSC - new platform exploration. CoPE is frustrated with the current platform. MSC committee created in 2019 had one meeting and did not move further. Casey was a member. MSC Committee to be resurrected as NEC and CoPE both have interest in MSC platform.</li> <li>• Educational opportunities. CoPE has proposed that EPH organization webinars are posted automatically and would not receive a CPC code. Would be posted as CPC approved. CoPE proposes other opportunities would route through the Branch President and CoPE Rep for approval.</li> </ul>	Provide educational opportunity proposal for review	Lorelle
4.03	EHFC		5min	Brad
<b>5</b>	<b>Old Business</b>			
5.01	Annual Education Conference	<ul style="list-style-type: none"> <li>• CConventionc seption sept 15 week. 2 speakers secured</li> </ul>	8 min	Lisa
5.02	Advocacy Project	<ul style="list-style-type: none"> <li>• Update</li> </ul>	8 min	Casey
5.03	Educational Committee	<ul style="list-style-type: none"> <li>• Update</li> </ul>	5 min	Kari
5.04	Merchandise Committee	<ul style="list-style-type: none"> <li>•</li> </ul>	5 min	Casey
<b>6</b>	<b>New Business</b>			
6.01	2021 CIPHI Budget	<ul style="list-style-type: none"> <li>• Update</li> </ul>	5 min	Kevin
6.02	Committee Member updates*		10 min	Kevin
6.03	Member Service Center	<ul style="list-style-type: none"> <li>•</li> </ul>	5 min	Kevin
6.04	Orientation to new members	<ul style="list-style-type: none"> <li>• Branch email addresses only to be used for access and email correspondence</li> <li>• Provide access/orientation to Gdrive</li> </ul>	4 min	Kevin

		<ul style="list-style-type: none"> <li>● Action IItem: Identified google drive NOP #18 Communications appendix needed in reference to emails/Gdrive access</li> <li>● Review of website features required for all new members</li> <li>● Advocacy documents to be provided - (BTCG projects docs)</li> <li>● Sharing of NEC meeting dates and past meeting documents</li> <li>● Review of 2020 AGM report for background information</li> <li>● NOP #26 Code of Conduct declaration to be signed and provide to President/Office</li> <li>● NOP review, especially NOP #22, #23, #24, #25, including NOP #27 Code of Ethics</li> <li>● timelines, accountabilities and portfolios for NEC members, including delegating tasks to Branch</li> </ul>		
6.05				
6.06				
6.07				
<b>7</b>	<b>Next Meeting</b>			
7.01		Saturday February 20 9am PST Saturday March 20 9am PST		