

BC Branch CIPHI Executive Council Meeting

MINUTES

January 20th 2015 from 08:45 to 10:15 PST

ITEM	DETAILS	NAME (S)		
	Location: Teleconference			
1.00	Roll Call			
Members	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input checked="" type="checkbox"/> Crystal Brown <input checked="" type="checkbox"/> Gary Tam <input checked="" type="checkbox"/> John Pickles <input type="checkbox"/> Catherine Sun <input type="checkbox"/> Emily Woodrow <input type="checkbox"/> Paula Tait <input type="checkbox"/> Nadia Kyerematen <input checked="" type="checkbox"/> Tiffany Chu </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Dale Chen <input type="checkbox"/> Gordon Moseley <input type="checkbox"/> Jessica Ip <input checked="" type="checkbox"/> Daniel Fong <input checked="" type="checkbox"/> Stacey Sowa <input checked="" type="checkbox"/> Virginia Jorgensen <input checked="" type="checkbox"/> Christine Chen </td> </tr> </table> <p>Those highlighted in yellow are absent</p> <p>Guests: N/A</p>	<input checked="" type="checkbox"/> Crystal Brown <input checked="" type="checkbox"/> Gary Tam <input checked="" type="checkbox"/> John Pickles <input type="checkbox"/> Catherine Sun <input type="checkbox"/> Emily Woodrow <input type="checkbox"/> Paula Tait <input type="checkbox"/> Nadia Kyerematen <input checked="" type="checkbox"/> Tiffany Chu	<input type="checkbox"/> Dale Chen <input type="checkbox"/> Gordon Moseley <input type="checkbox"/> Jessica Ip <input checked="" type="checkbox"/> Daniel Fong <input checked="" type="checkbox"/> Stacey Sowa <input checked="" type="checkbox"/> Virginia Jorgensen <input checked="" type="checkbox"/> Christine Chen	All
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2.00	Approval of Agenda			
2.01	Addition to Agenda	All		
3.00	Approval of Minutes			
3.01	<ul style="list-style-type: none"> • Need to get December minutes from Gordon. Will approve at the next BC branch meeting. 	Crystal		
4.00	Electronic Motions			
4.01	<p>Electronic Motions</p> <p>December 16th, 2014 Motion to budget and spend \$150 for the Northern Health face to face meeting happening at the beginning Jan. Motion: Failed</p>	Crystal		

ITEM	DETAILS	NAME (S)
5.00	Standing Business	
5.01	<p>COPE Update</p> <ul style="list-style-type: none"> • Going to attend quarterly • September, December, March, June • Webinar on entering PDHs?? <p>No update from Keir Ontario is hosting a webinar in January on how to enter PDHs. Reminder that PDH's are due at the end of January.</p>	K. Cordner
5.02	<p>BOC Update No update from Ron</p>	Ron Popoff
5.03	<p>BC Branch Education Committee</p> <p>We still need to decide what to do with the recordings from the Fall webinar series. Decision was made to leave this to the Education Committee.</p>	Dale Chen Daniel Fong
5.04	<p>BC Branch Promotion Committee</p> <ul style="list-style-type: none"> • Nothing to report from Dale • Crystal noted that she has been tasked at the NEC to have some swag available by the Ottawa conference. 	Dale
5.05	<p>Membership Engagement Committee</p> <ul style="list-style-type: none"> • Membership Drive <p>Crystal to touch base with Gordon regarding amending the current motion on the table, and time frames for Membership Drive.</p>	Gordon
5.06	<p>Liaising with Ministry & Unions – News & Updates</p> <ul style="list-style-type: none"> • No update 	C. Brown
5.07	<p>Crystal to talk to NEC regarding creating a position paper on Radon</p> <ul style="list-style-type: none"> • NEC feel that we do not have the capacity at this time to create and maintain educational documents. 	C, Brown
5:08	<p>Update from BC Page</p> <ul style="list-style-type: none"> • Getting ready for release in February. 	Stacey Sowa
5:09	<p>Update from Historian</p> <ul style="list-style-type: none"> • Tabled 	Tim Roark
5:10	Finance Update:	John Pickles

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	<ul style="list-style-type: none"> Submit any outstanding claims ASAP 2014 <p>Still awaiting a couple of payments and invoices for 2014. If we receive all outstanding payments, then the BC Branch will have a profit for 2014.</p> <p>Motion: To approve the attached Job Description for the Treasurer. Motion move, seconded and passed.</p>	
5.11	<p>Awards</p> <ul style="list-style-type: none"> Crystal to contact possible presenters to present the award recipients with the BC Branch awards. 	Jessica
6.0	Old Business	
6.1	BCIT 50 th Anniversary Legacy fund	Crystal
7.0	New Business	
7.1	<p>Events section on the webpage</p> <p>BC Branch will list information on BC branch educational opportunities, National AEC and a link to NCCEH for additional opportunities.</p>	Crystal
7.2	BCCDC is looking for potential collaborators from the BC Branch Executive	Daniel
7.3	<p>Updates from NEC Face to Face January 2015</p> <p>Crystal met with the NEC in Ottawa. Over the two day meeting, the following items were discussed:</p> <ul style="list-style-type: none"> Approval of NEC Budget for 2015 Succession planning of the MSC Possible online storage for all CIPHI documents; provincial and national. EPHW 2015 CIPHI Swag 	Crystal
7.4	<p>BC Branch direction for 2015</p> <ul style="list-style-type: none"> Webinar 	Crystal

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	<ul style="list-style-type: none"> Swag Christmas luncheon AGM Environmental Health Week Update Policies, By-laws etc Awards <p>The BC Branch is to pick the initiatives that we would like to spend our energy and time on for the year. Executive is to think about areas that they feel are top priority for the year.</p> <p>If executive wish to change committees, this is the opportunity to do so.</p> <p>A reminder that the Branch has agreed to meet face to face when we have a change in presidency so that the new President can meet his executive, and set the priorities for the term. Please ensure that you set some time aside for this initiative. Will be happening late fall.</p>	
	Adjournment at __: __ Hours	
	Next Meeting:	

January	Membership renewal and PDHs due
February	
March	
April	CIPHI's Birthday BOCs
May	Drinking Water Week <ul style="list-style-type: none"> Occurs during different weeks
June	Safe Kids Week 2014 June 7 th -14 th BC Page Spring Summer Edition to be Released
July	
August	
September	EPHW 2014 September 21-27 th <ul style="list-style-type: none"> Fourth week in September National AEC <p>World Environmental Health Day: Thursday September 25th</p>

October	BOCs
November	
December	Christmas Luncheon