

BC Branch CIPHI Executive Council Meeting

Agenda

July 20th, 2021 from 08:45 to 10:15 PST
Via Google Meet

ITEM	DETAILS	NAME (S)																																																						
	Location: Google Meet																																																							
1.00	Roll Call																																																							
Members	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>Past President</td> <td>Casey Neathway</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Amber Lee</td> </tr> <tr> <td><input type="checkbox"/></td> <td>President</td> <td>Stephanie Tooke</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Tegbir Gill</td> </tr> <tr> <td><input type="checkbox"/></td> <td>President-Elect</td> <td>VACANT</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Treasurer</td> <td>John Pickles</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Executive Secretary</td> <td>Celine Hsin</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Aletta Schurter</td> <td><input type="checkbox"/></td> <td>1st Year Student Liaison</td> <td>Shesha Sdikari</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Michael Wu</td> <td><input type="checkbox"/></td> <td>2nd Year Student Liaison</td> <td>Amber Dhillon</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Jessica Ip</td> <td colspan="3">Guests:</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Jacqueline Chiu</td> <td colspan="3"> <i>Stacey Sowa, CoPE BC Member Gary Tam, BoC BC Member Tim Roark, BC Branch Historian</i> </td> </tr> </table> <p><i>*Indicates maternity/paternal leave</i></p> <p><i>Those highlighted in yellow are absent</i></p> <p>Call to order: 8:51am</p>	<input type="checkbox"/>	Past President	Casey Neathway	<input type="checkbox"/>	Councillor	Amber Lee	<input type="checkbox"/>	President	Stephanie Tooke	<input type="checkbox"/>	Councillor	Tegbir Gill	<input type="checkbox"/>	President-Elect	VACANT	<input type="checkbox"/>	Councillor	VACANT	<input type="checkbox"/>	Treasurer	John Pickles	<input type="checkbox"/>	Councillor	VACANT	<input type="checkbox"/>	Executive Secretary	Celine Hsin	<input type="checkbox"/>	Councillor	VACANT	<input type="checkbox"/>	Councillor	Aletta Schurter	<input type="checkbox"/>	1st Year Student Liaison	Shesha Sdikari	<input type="checkbox"/>	Councillor	Michael Wu	<input type="checkbox"/>	2nd Year Student Liaison	Amber Dhillon	<input type="checkbox"/>	Councillor	Jessica Ip	Guests:			<input type="checkbox"/>	Councillor	Jacqueline Chiu	<i>Stacey Sowa, CoPE BC Member Gary Tam, BoC BC Member Tim Roark, BC Branch Historian</i>			All
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	* denotes that a document was circulated for NEC to review prior to the meeting	
1.1	Confirm quorum (Bylaw 5.5 - <i>The quorum for the transaction of business at an Executive Committee meeting is five</i>) Quorum Met [x]. Quorum not met [].	All
2.00	Approval of Agenda	All
2.01	Additions to Agenda: <ul style="list-style-type: none"> • None Motion: To approve the Agenda for today's BC Branch Executive Council Meeting as circulated via email July 19th, 2021. Motioned [John]. Seconded [Jackie]	All
3.00	Approval of Minutes	
3.01	Motion: To approve the drafted minutes from the BC Branch Executive Council Meeting held on June 15th, 2021 as circulated via email on July 19th, 2021. Motioned [John]. Seconded [Celine].	All
4.00	Electronic Motions	
	None	
5.00	Standing Business	
5.01	CoPE Update: <ul style="list-style-type: none"> • None 	Stacey
5.02	BC Page Update:	Stacey

	<ul style="list-style-type: none"> • None 	
5.03	<p>BOC Update:</p> <ul style="list-style-type: none"> • None 	Gary
5.04	<p>Historian Update:</p> <ul style="list-style-type: none"> • Proposed change of the membership fee for retired members <ul style="list-style-type: none"> ○ Approval at next National AGM ○ Seeking support from 1-2 branches <p>Action - Tim to send the proposal letter for membership fee change for retired members to Stephanie</p> <p>Action -Tim to connect with Stephanie on connecting retirees to the cipi</p> <p>Ideas:</p> <ul style="list-style-type: none"> - Mentorship between retirees and students - Encourage bcit students to enroll as cipi members and then connecting them with the mentorship program to boost student membership - Student cipi liaison survey results has good ideas from bcit students <p>Action -Jessica to reach out to BCIT department head regarding collaboration with the working group</p> <p>Working group for mentorship:</p> <ul style="list-style-type: none"> - Jessica - Tim - Shesha - Aletta - Tegbir 	Tim
5.05	<p>Finance Update: *</p> <ul style="list-style-type: none"> • Review Treasurer’s Report for June 2021 <ul style="list-style-type: none"> ○ June report not available yet, good financial position so far 	John
5.06	Liaising with Ministry & Unions - News and Updates	Stephanie

	<ul style="list-style-type: none"> No updates 	
5.07	<p>Engagement/Social Media Update:</p> <p>Action - Stephanie to find out the account info for twitter. Tegbir is interested in helping out with the twitter account.</p> <p>Social Media Post Suggestions:</p> <ul style="list-style-type: none"> Wildfire updates/climate change Emergency preparedness (ex. How to prepare a 72hr emergency kit) 	Aletta
5.08	<p>BCIT Branch Relations / Student Liaison</p> <ul style="list-style-type: none"> BCIT would like a seminar where a ciphi rep comes in to class to introduce ciphi <ul style="list-style-type: none"> Have a CIPHI rep based out of the lower mainland to present (Suggestion: Jackie or Jessica) ACTION: Stephanie to see if there is an existing ciphi presentation from another branch we can use <ul style="list-style-type: none"> Aletta can help create a ppt if there is no existing ppt Possibility of HA reps having an online seminar for practicum students in Nov 	Aletta
5.09	<p>NEC Update</p> <ul style="list-style-type: none"> Continuing work on Website - wireframe, content review complete EPH Week <ul style="list-style-type: none"> Past years have been focused on proclamations; more public outreach this year (like 2020) EPHW is Sept 15-21, 2021 Work with partners, unions, employers to support them in rolling out their own strategies either independently or in partnership with CIPHI ACTION - Casey to email Branch Presidents to identify reps for EPHW Committee 	Casey/Steph

	<ul style="list-style-type: none"> • Committee saw a rise in appeals regarding pdh audit (many appeals on CIPHI still requiring pdh during COVID-19 pandemic) 	
6.0	Old Business	
6.1	<p>Education Committee</p> <ul style="list-style-type: none"> • Mentorship group had a meeting <ul style="list-style-type: none"> ○ Still needs to determine interest in retired members regarding mentorship ○ Email will be sent out to other non-member retirees for interest in mentorship • Water seminar series in the works 	Aletta
6.2	<p>Executive Council</p> <p>ACTION</p> <ul style="list-style-type: none"> • President-Elect & 4 Councillor Positions <ul style="list-style-type: none"> ○ Vacant <ul style="list-style-type: none"> ■ Please recruit 	Stephanie
7.0	New Business	
7.1	<p>Orientation Manual/Job Descriptions/Committees *</p> <ul style="list-style-type: none"> • Revision required of orientation manual and job descriptions <ul style="list-style-type: none"> ○ Many job descriptions overdue for review <ul style="list-style-type: none"> ■ Due date: January 2020 • Committee Membership + Work plans <ul style="list-style-type: none"> ○ As per councillor job description to be a member of at least 2 BC Branch committees <u>OR</u> Chair of one committee ○ To determine which committees to focus given the current state of our work <ul style="list-style-type: none"> ■ Awards - Jessica Ip ■ BC Page - Stacey Sowa ■ Education - Aletta Schurter 	Stephanie

	<ul style="list-style-type: none"> ■ Finance - John Pickles + Jessica Ip ■ Promotions/Advocacy Membership - Vacant ■ Nominations - Vacant ■ Social - Jessica Ip + Micheal Wu + Stacey Sowa + John Pickles ■ Website & Social Media - Micheal Wu, but Aletta Schurter and Tegbir Gill have initiated social media activity <ul style="list-style-type: none"> ○ Active BC Branch councillor members to select new committees to partake in and/or remain as active participants on current committees 	
<p style="text-align: center;">7.2</p>	<p>Any other new business...</p> <ul style="list-style-type: none"> ● Question: Will new second year students who just became a cphi member receive a cphi mask? <ul style="list-style-type: none"> ○ Have the new members email Stephanie directly ○ Will give out the masks until we run out ● ACTION: Stephanie to work with Jessica on getting the new second year members their masks 	
	<p>Adjournment at 9:25am Motioned [Jackie]. Seconded [Aletta]</p>	
	<p>Next Meeting: (Tuesday August 17th, 2021)</p>	