

BC Branch CIPHI Executive Council Meeting

Agenda

June 23rd, 2022 from 08:45 to 10:15 PST
Via Google Meet

ITEM	DETAILS	NAME (S)																																																																														
	Location: Google Meet																																																																															
1.00	Roll Call																																																																															
Members	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 30%;">Past President</td> <td style="width: 30%;">Casey Neathway</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 30%;">Councillor</td> <td style="width: 25%;">Tegbir Gill</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>President</td> <td>Stephanie Tooke</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>President-Elect</td> <td>Valerie Jackson</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Treasurer</td> <td>John Pickles</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Executive Secretary</td> <td>Celine Hsin</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>Amber Lee</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>1st Year Student Liaison</td> <td></td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>Jessica Ip</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>2nd Year Student Liaison</td> <td></td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>Jacqueline Chiu</td> <td colspan="3" style="background-color: #0070c0; color: white;">Guests:</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>Meghan Byrnes</td> <td colspan="3" style="background-color: #0070c0; color: white;">Stacey Sowa, CoPE BC Member</td> </tr> <tr> <td colspan="6" style="background-color: #0070c0; color: white;">Angela Whalen, BoC BC Member</td> </tr> <tr> <td colspan="6" style="background-color: #0070c0; color: white;">Tim Roark, BC Branch Historian</td> </tr> <tr> <td colspan="6" style="background-color: #0070c0; color: white;">Elden Chan, Webmaster</td> </tr> <tr> <td colspan="6" style="text-align: center;"><i>*Indicates maternity/paternal leave</i></td> </tr> </table> <p style="text-align: center;"><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	Tegbir Gill	<input type="checkbox"/>	President	Stephanie Tooke	<input type="checkbox"/>	Councillor	VACANT	<input type="checkbox"/>	President-Elect	Valerie Jackson	<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	Amber Lee	<input type="checkbox"/>	1st Year Student Liaison		<input type="checkbox"/>	Councillor	Jessica Ip	<input type="checkbox"/>	2nd Year Student Liaison		<input type="checkbox"/>	Councillor	Jacqueline Chiu	Guests:			<input type="checkbox"/>	Councillor	Meghan Byrnes	Stacey Sowa, CoPE BC Member			Angela Whalen, BoC BC Member						Tim Roark, BC Branch Historian						Elden Chan, Webmaster						<i>*Indicates maternity/paternal leave</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 June 22nd, 2022 Motioned [John]. Seconded [Celine]	All
3.00	Approval of Minutes	
3.01	Motion: To approve the drafted minutes from the BC Branch Executive Council Meeting held on May 17th, 2022. Motioned [Celine]. Seconded [Jessica].	All
4.00	Motions	
	Motion: <i>Nominate Timothy Millard as councillor into the CIPHI - BC Branch Executive.</i> Motioned [Valerie]. Seconded [John]. <ul style="list-style-type: none"> • Motion has passed 	All
5.00	Standing Business	
5.01	CoPE Update:	Stacey

	<ul style="list-style-type: none"> Update will be provided via email 	
5.02	BC Page Update: <ul style="list-style-type: none"> Summer edition to be released end of July 	Stacey
5.03	BOC Update: <ul style="list-style-type: none"> Update will be provided via email 	Angela
5.04	Historian Update: <ul style="list-style-type: none"> Working on how to get the CIPHI crest updated Action: Tim to send update via email 	Tim
5.05	Finance Update: * <ul style="list-style-type: none"> Treasurer's Report June 2022 Revenue is looking good Not too much expenses in the first half of the year 	John
5.06	Liaising with Ministry & Unions - News and Updates <ul style="list-style-type: none"> No union update The Ministry is currently looking into the possibility of hiring technicians to do certain aspects of EHO work in areas where health authorities have difficulty hiring (ex. Northern Health) <ul style="list-style-type: none"> Ciphi objects to this idea with the following reasons: <ul style="list-style-type: none"> Technicians will have little to no training (not certified), so it would not be in the public's interest to have technicians Technicians would dilute the profession Technicians would undermine the education and training EHOs have to go through Action: Stephanie to contact Gary for background regarding the legislation and the ministerial order for EHOs Action: Stephanie to draft up a letter to the Ministry to voice our concerns that we object to the idea of having technicians do EHO work. 	Stephanie

5.07	<p>Engagement/Social Media Update:</p> <ul style="list-style-type: none"> ● Calendar set up with posting dates ideas ● Will be increasing social media posts <p>Action: Stephanie to connect with Elden on updating the BC CIPHI website to include the BC Branch Minutes. Stephanie to connect with Casey on historical minutes.</p>	Valerie/Teg
5.08	<p>BCIT Branch Relations / Student Liaison</p> <ul style="list-style-type: none"> ● Finalized mentorship program document will be circulated to Tim/retirees ● Rollout suggestions: <ul style="list-style-type: none"> ○ Piggyback on BCIT communication to students to include the mentorship program details ○ Post in the July BC Page ● Recruitment in place for a new second year student CIPHI rep 	Jessica
5.09	<p>NEC Update</p> <ul style="list-style-type: none"> ● Annual Education Conference <ul style="list-style-type: none"> ○ September 11th - 14th, 2022 ○ Ajax, Ontario ○ Early bird registration is extended ○ In Person and Virtual Attendance Available ● Advocacy <ul style="list-style-type: none"> ○ EHO/PHI campaign launch early August ○ BTCG to meet with all branches to discuss buy in and ad placement <ul style="list-style-type: none"> ■ Meetings taking place this week 	Steph
6.0	Old Business	
6.1	<p>Education Committee</p> <ul style="list-style-type: none"> ● Action: Teg, Valerie and Stephanie to connect and revitalize the education committee ● Suggestion: 	Stephanie/Teg

	<ul style="list-style-type: none"> ○ Review each Ciphi committee to balance out the members in each committee ○ Create goals within each committee and have committee members meet outside of council meeting to work towards that goal 	
6.2	<p>Executive Council</p> <p>ACTION</p> <ul style="list-style-type: none"> ● 5 Councillor Positions <ul style="list-style-type: none"> ○ Vacant <ul style="list-style-type: none"> ■ Please recruit ■ Criteria: Nomination form and CV 	Stephanie
7.0	New Business	
7.1	<p>BC Branch Crest - Update to Reflect Current State</p> <ul style="list-style-type: none"> ● BC Branch crest will be changed to the official BC Branch crest to the incorporated date of 1967. <p>Action: Tim to verify the incorporated year and original crest design to send to Stephanie</p>	Tim/Stephanie
7.2	<p>CIPHI Emails - Only Use this for CIPHI communications</p> <ul style="list-style-type: none"> ● Scam email circulated from fake president and treasurer Gmails→ do not open ● Action for all: Verify and confirm with Stephanie that your CIPHI BC Branch email is active and working ● Future communications will be sent to the ciphi email 	Stephanie
7.3	<p>Travel to Education Conference</p> <ul style="list-style-type: none"> ● Discuss BC branch covering conference and travel expense for in-coming BC branch president Valerie Jackson to attend the annual education conference in Ajax, ON in September <p>Motion: To have BC branch cover the conference and travel expense for in-coming BC branch</p>	Stephanie

	<p>president Valerie Jackson to attend the annual education conference in Ajax, ON in September</p> <p>Motioned [John]. Seconded [Jessica]. Motion has passed.</p>	
<p>7.4</p>	<p>CIPHI Ad Campaign w/ Be the Change Group</p> <ul style="list-style-type: none"> ● Goal of Ad Campaign: Public presence and recruitment of EHOs ● National will be covering all the cost of digital and virtual marketing ● Up to the individual branches to set up the physical ad placements ● Since CIPHI national is the certifying body, therefore "Public Health Inspector" was used instead of "Environmental Health Officer" in the ad ● Further discussions in place to see if it can be modified to EHO as BC uses EHO as the designation <p>Placement Ideas:</p> <ul style="list-style-type: none"> ● Lower mainland: Transit locations such as bus stops or skytrain <ul style="list-style-type: none"> ○ Post secondary bus routes ○ Transit locations between Fraser Health and VCH ○ Canada line, West Coast Express where it branches into different areas ● Restaurant advertisement, bathroom stalls ads ● Billboards for the island, interior and northern health ● Potential organizations that would want to partner with CIPHI for ad placement <ul style="list-style-type: none"> ○ I.e. Health Authorities, Post Secondary Schools ● Need to determine the best advertising stream for the Yukon <p>Action for All: Input ad placement ideas and potential partnership ideas into the spreadsheet</p> <p>Budget:</p> <ul style="list-style-type: none"> ● Be the Change Group will be providing CIPHI with quotes for ad placements ● Existing budget is \$1000 for promotion and advocacy. There is potential to shift the budget around to fund projects. <p>Volunteers to sit on advocacy committee:</p>	<p>Stephanie</p>

	<ul style="list-style-type: none">• Jackie, Meghan and Teg	
	Adjournment at 9:58am Motioned [Jessica]. Seconded [Valerie]	
	Next Meeting: (Tuesday, July 19th, 2022)	