

BC Branch CIPHI Executive Council Meeting

Agenda

May 17th, 2022 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>Tegbir Gill</td> </tr> <tr> <td><input type="checkbox"/></td> <td>President</td> <td>Stephanie Tooke</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Meghan Byrnes</td> </tr> <tr> <td><input type="checkbox"/></td> <td>President-Elect</td> <td>Valerie Jackson</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>Amber Lee</td> <td><input type="checkbox"/></td> <td>1st Year Student Liaison</td> <td>Payman Baharmand</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>Aman Dhaliwal</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">Stacey Sowa, CoPE BC Member</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">Angela Whalen, BoC BC Member</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">Tim Roark, BC Branch Historian</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="3">Elden Chan, Webmaster</td> </tr> </table> <p align="center"><i>*Indicates maternity/paternal leave</i></p> <p align="center"><i>Those highlighted in yellow are absent</i></p> <p>Call to order: 8:52am</p>	<input type="checkbox"/>	Past President	Casey Neathway	<input type="checkbox"/>	Councillor	Tegbir Gill	<input type="checkbox"/>	President	Stephanie Tooke	<input type="checkbox"/>	Councillor	Meghan Byrnes	<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	Payman Baharmand	<input type="checkbox"/>	Councillor	Michael Wu	<input type="checkbox"/>	2nd Year Student Liaison	Aman Dhaliwal	<input type="checkbox"/>	Councillor	Jessica Ip	Guests:			<input type="checkbox"/>	Councillor	Jacqueline Chiu	Stacey Sowa, CoPE BC Member						Angela Whalen, BoC BC Member						Tim Roark, BC Branch Historian						Elden Chan, Webmaster			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 May 16th, 2022 Motioned [Jackie]. Seconded [Valerie]	All
3.00	Approval of Minutes	
3.01	Motion: To approve the drafted minutes from the BC Branch Executive Council Meeting held on March 15th, 2022. Motioned [Valerie]. Seconded [Jackie].	All
4.00	Electronic Motions	
	Motion: <i>Nominate Meghan Byrnes as councillor into the CIPHI - BC Branch Executive.</i> Motion Passed	All
5.00	Standing Business	
5.01	CoPE Update: <ul style="list-style-type: none"> • No updates 	Stephanie

5.02	BC Page Update: <ul style="list-style-type: none"> • Spring edition released May 16, 2022 	Stephanie
5.03	BOC Update: <ul style="list-style-type: none"> • BCIT school review was completed in fall 2021. Report has been finalized and sent to BCIT with recommendations. <ul style="list-style-type: none"> ◦ Low BCIT BOC pass rate for OCT 2021 exam was discussed with BCIT • School forum coming up at the annual education conference to discuss challenges experienced at different schools (ex. decrease in enrollment). • Process in place to change the degree name to Environmental Public Health. Applications in place for the name change, will likely occur in 2023. • BCIT looking into microcredentials course • Phase 2 of revamping the written report in place 	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"> • No updates 	Stephanie
5.06	Liaising with Ministry & Unions - News and Updates <ul style="list-style-type: none"> • Union letter sent to CUPE and BCGEU • Action: Stephanie to forward the union letter to the team 	Stephanie
5.07	Engagement/Social Media Update: <ul style="list-style-type: none"> • Communications plan currently in development • Instagram account created • Ideas for social media posts: <ul style="list-style-type: none"> ◦ Sun safety and heat ◦ Food safety for backyard BBQ 	Stephanie

	<ul style="list-style-type: none"> ○ Air quality - Aug ○ Food preservation - Sept <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>	
5.08	<p>BCIT Branch Relations / Student Liaison</p> <ul style="list-style-type: none"> ● BCIT also has their own pilot peer mentorship program for students ● Suggestion: Announce the mentorship program second week of Sept to second year students <ul style="list-style-type: none"> ■ Action: Jessica to send the final document to BCIT for feedback and buy in (first step) ■ Send the final document to Tim to circulate to retirees for support (later step) 	Payman
5.09	<p>NEC Update</p> <ul style="list-style-type: none"> ● NEC meeting occurred on April 9th and 10th, 2022 in Victoria, BC ● Policy was discussed and fine tuned ● Education committee <ul style="list-style-type: none"> ○ Developing a 3 year plan ● Advocacy committee <ul style="list-style-type: none"> ○ Discussed website revamp and recruitment ○ Re-hashing out the EHO roles promotion launch campaign ○ Developing a 3 year plan ● Budget was discussed 	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 	Stephanie/Teg
6.2	Executive Council	Stephanie

	<p>ACTION</p> <ul style="list-style-type: none"> ● 4 Councilor Positions <ul style="list-style-type: none"> ○ Vacant <ul style="list-style-type: none"> ■ Please recruit ■ Criteria: Nomination form and CV <p>See Agenda 7.1 for new councilor nomination form submitted</p>	
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</p> <ul style="list-style-type: none"> ● Scam email circulated from fake president and treasurer Gmails→ do not open 	Stephanie
7.3	<p>CIPHI Masks</p> <ul style="list-style-type: none"> ● Leftover masks to be sent to the new CIPHI members ● Action: Stephanie to cross reference the membership list to create a list of new members to send the masks to 	Stephanie
7.4	<p>CIPHI Annual Education Conference</p> <ul style="list-style-type: none"> ● Sept 11th - 14th, 2022 <ul style="list-style-type: none"> ○ Ajax, Ontario ○ Hybrid model (virtual and in person) 	Stephanie
	Adjournment at 9:37am Motioned [Jackie]. Seconded [Valerie]	
	Next Meeting: (Wednesday, June 22nd, 2022)	

