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## CIPHI Retirees Advisory Committee

Virtual Meeting No. 2 - 2023

Sunday, April 16, 2023

12:00 pm Central Time

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### DRAFT MINUTES

(Approved June 25, 2023)

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**Invited:** Peter Rogers (MB Fed Chair), Lynne Brewer (BC Fed), Maxine Marchenski (BC), Munira Peermohamed (AB), Bernie Chrisp (MB), Pamela Scharfe (ON), Leonard Gallant (NS/PEI), Patrick Murray (NL)

**Regrets:** Ken Gorman (ON), Gundie Volk (BC), Joe Bradley (NS/PEI), Sharon Williams (NL)

**Guests:** Gus Skinner (NB),

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

#	Item	Discussion	Action	Lead
1.0	Welcome & Roll Call	<p>The Chair called the meeting to order at 12:06 pm (Central)</p> <p>The Chair welcomed a 2<sup>nd</sup> representative from the CIPHI NL Branch, Retired Member Sharon Williams (bio will be sent via separate email). Sharon unable to attend as she is travelling today.</p> <p><b>Motion No. 1...</b>That Sharon Williams CPHI(C) let her name stand for membership on the Retirees Advisory Committee as a representative of the CIPHI NL Branch.</p> <p><b>Moved:</b> Peter Rogers <b>Seconded:</b> Pat Murray</p> <p>Carried</p>		

#	Item	Discussion	Action	Lead
2.0	<b>Agenda</b>			
2.1	Minute Taker:	<ul style="list-style-type: none"> <li>Pam volunteered to take the minutes.</li> </ul>		
2.2	Agenda additions/approval *	<p><b>Motion No. 2...</b>That the agenda be adopted with additions 5.3 and 5.4</p> <p><b>Moved:</b> Peter Rogers  <b>Seconded:</b>  <b>Carried</b></p>		
2.3	Draft Meeting Minutes*	<p><b>Motion No. 3...</b> That Sunday, January 15, 2023, minutes be approved.</p> <p><b>Moved:</b> Peter Rogers  <b>Seconded:</b> Pamela Scharfe</p>		
3.0	<b>Business Arising:</b>			
3.1	2022 Salary Survey	<ul style="list-style-type: none"> <li>Niagara Region Public Health ON advised that they recently approved a new agreement and were to send the updated information. Pam contacted provider on April 3<sup>rd</sup> and advised we are still waiting on their updated salary/benefit information.</li> <li>Where is the NEC with uploading salary information onto CIPHI website?</li> <li>Discussed this being a living document that can be updated and posted on the CIPHI website with a current date. The RAC could look after the updating if the NEC would support this.</li> <li>Received Niagara's information and Peter sent on to National President Casey and asked when the salary will be ready for the website.</li> </ul>		All

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3.2	Senators Forum 2022 Year in Review	<ul style="list-style-type: none"> <li>The 2022 Year in Review Senators Forum was circulated on March 27-28<sup>th</sup> to: <ul style="list-style-type: none"> <li>CIPHI National News Listserv</li> <li>RAC email circulation list and posted on the CPHI(C) (now up to 175 Retired &amp; Life members and non CIPHI members).</li> <li>CPHI(C) Facebook Group</li> </ul> </li> <li>Positive feedback received and two regular members including a Branch President questioning why the newsletter was posted on the CIPHI Listserv.</li> </ul>		Pam
3.3	Survey Questionnaires *	<ul style="list-style-type: none"> <li>Copy of report provided in meeting package.</li> <li>Plans to send report out to CPHI(C) email circulation list.</li> <li>Plan to send out additional surveys during the year including webinar topics.</li> </ul>		Pam
3.4	CIPHI Webinars of interest to retirees and pre-retirement CPHI(C) (within 5 years of retiring)	<ul style="list-style-type: none"> <li>61% of the survey respondents indicated they were interested in webinars of interest.</li> <li>Peter suggested a working group to take this on – Ken volunteered to work with Peter on this initiative.</li> <li>Pam suggested another survey specific to topics and a 2<sup>nd</sup> part including what type of benefits are they expecting for their membership.</li> <li>For future discussion with NEC's Director of Education Kari-Engele-Carter who could perhaps join us at a future meeting.</li> </ul>	<ul style="list-style-type: none"> <li>Survey retirees</li> <li>Have Kari come to our meeting or meet with working group once we have a better idea of topics of interest to retirees.</li> <li>Everyone to provide Ken &amp; Peter ideas.</li> </ul>	Ken & Peter
4.0	<b>Standing Items:</b>			
4.1	<b>CIPHI NEC</b>	Peter, Bernie, and Ken had a virtual meeting on <b>Feb. 23<sup>rd</sup></b> with the <b>entire</b> NEC (except MB & NL Branch Presidents). Pat Murray		

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		and Maxine Marchenski volunteered to participate in the next meeting. Keep time zones in mind with both coast.		
4.1.1.	NEC consideration of designating the RAC as a formal committee of CIPHI *	<ul style="list-style-type: none"> <li>• We have been an official committee of CIPHI since September 14, 2006, upon receipt of a letter from then CIPHI President Claudia Kurzac.</li> <li>• NEC requested a copy of our Terms of Reference – Peter sent a March 19, 2021, version to the CIPHI President on Feb. 25<sup>th</sup>.</li> <li>• At this time the NEC are reluctant to have an official Bylaw amendment like the EHFC due to the complexities involved.</li> </ul>	<ul style="list-style-type: none"> <li>• The committee needs to revisit TOR as our work has evolved and needs to be reflective of our current reality and to reflect expectations as per Feb. 25<sup>th</sup> email from Peter.</li> <li>• Send out again and comment by May 1st</li> </ul>	<b>Peter</b>
4.1.2	CIPHI Website – RAC Page	<ul style="list-style-type: none"> <li>• Peter and Pam had a virtual meeting on March 22<sup>nd</sup> with Brandy and her assigned staff from the Be the Change Group</li> <li>• Discussed what the RAC wanted to see up on the website and agreed that Pam would receiving training on how to carry out updates.</li> <li>• Page would include the following: <ul style="list-style-type: none"> <li>○ Introduction</li> <li>○ Terms of Reference (when finalized)</li> <li>○ Committee Membership</li> <li>○ Past Committee Members</li> <li>○ Committee Contact Email</li> <li>○ Annual Reports to the CIPHI Members</li> <li>○ Annual RAC Senators Forum Newsletters</li> <li>○ Meeting Minutes</li> </ul> </li> <li>• Discussed the idea of an “In Memoriam” page for the RAC page and potentially for the general CIPHI page.</li> </ul>	RAC members to send Pam details on colleagues or classmates who have passed away	

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4.1.3	Outreach to all retirees & CIPHI National News email listserv)*	<ul style="list-style-type: none"> <li>• Pending</li> <li>• <b>Recent Life and Retired stats below:</b></li> <li>• As of Dec. 31, 2022, there were <b>22 Life &amp; 81 Retired</b> for a total of <b>103</b>.</li> <li>• The CIPHI Office has provided an updated 2023 membership list as of April 6, 2023, for the first quarter: <b>25 Life &amp; 69 Retired</b> for a total of <b>94</b>.</li> <li>• <b>Life Members:</b> Murray Lewis passed; Ken Gorman added 2022 Life member; Dean Sargeant missing from list.</li> <li>• <b>Retired Membership:</b> 2012 to April 10, 2023 (see chart)*</li> <li>• Pam has created email circulation lists as follows for CPHI(C) retirees and combined with Life, Retired &amp; Non-members we have emails for 174.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	All
4.1.4	CIPHI 50 Year Membership Award	<ul style="list-style-type: none"> <li>• RAC made a presentation to NEC.</li> <li>• RAC advised that one or two 50-year members did not receive their pins. ACTION: RAC to check with the office on whether they did have continuous membership or if there was a gap and let the NEC know if there were any missed.</li> <li>• The NEC supported this and would like us to submit a written proposal.</li> <li>• Pin design we could make recommendation to distinguish from other pins.</li> <li>• Discussion on 60- and 70-year pins or other recognition. Process would need to be in place for this to justify and support and have consistency.</li> </ul>	<ul style="list-style-type: none"> <li>• Need 2 volunteers to finalize a report – most of the work is done.</li> </ul>	
4.1.5	Salary Survey	<ul style="list-style-type: none"> <li>• Pending discussion with NEC of the RAC involvement in providing ongoing updates as per business arising item 3.1.</li> </ul>	Pending	
4.1.6	Honouring Newly Retired CPHI(C) at CIPHI AGM	<ul style="list-style-type: none"> <li>• The NEC said it would be their preference that this acknowledgement be done by the appropriate branches.</li> </ul>		

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4.1.7	How can the RAC assist the NEC and Branches?	<ul style="list-style-type: none"> <li>Pending</li> </ul>	Pending	
4.1.8	Honouring CPHI(C) Centenarians	<ul style="list-style-type: none"> <li>Peter to provide update on discussion of this initiative with the NEC Executive.</li> <li>Len suggested that even if the member has passed we send to their family members (Les Hester and Lloyd Dodgson)</li> </ul>		Peter
4.1.9	Creation of National Mentor Award in honour of Charlie Young*	<ul style="list-style-type: none"> <li>Peter to provide an update on discussion of this initiative during the meeting with the NEC Executive</li> <li>Russell Scott who suggested the idea and was to take the lead has now resigned.</li> <li>Pam offered to take over the lead with Russell's resignation and provide a written brief for the NEC.</li> <li>Hope for NEC approval for a 2024 award</li> </ul>		Pam
4.1.10	Professional Development for retirees (CoPE)	<ul style="list-style-type: none"> <li>Pending</li> </ul>	The Chair to discuss with the CoPE Chair.	
4.1.11	Retired BOC Examiners	<ul style="list-style-type: none"> <li>Pending</li> </ul>	The Chair to discuss with the BOC Chair.	
4.2	Committee Member Recruitment*	<p>Update from Peter on recruitment:</p> <ul style="list-style-type: none"> <li>NL – the RAC Sharon Williams 2<sup>nd</sup> rep at next meeting</li> <li>AB/NT/NU Nelson Fok has resigned. Pam has reached out to a newly retired AB Branch member.</li> <li>SK (1) Russell Scott has resigned. The Branch don't see need for a 2<sup>nd</sup> person but now we are down to zero. 3 Life and 3 retired</li> <li>NS/PEI wrote to David McDonald Branch President and no response Len is going to outreach to a retiree he knows.</li> <li>NB &amp; QC (2) vacancies</li> <li>MB (1) vacancy – approached 2 but declined the opportunity</li> </ul>		

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		<ul style="list-style-type: none"> <li>• It may be unrealistic to try to recruit 2 people for some of the smaller branches (see below).</li> <li>• <b>Current Life (25) &amp; Retired (69) members by Branch as of April 10, 2023</b>: <ul style="list-style-type: none"> <li>AB 8 – 3 Life (L), 5 Retired (R)</li> <li>BC 17 – 5 L, 12 R</li> <li>MB 8 – 3 L, 5 R</li> <li>NB/QC 5 – 1 L, 4 R</li> <li>NL 3 – 1L, 2 R</li> <li>NS/PEI 8 – 2 L, 6 R</li> <li>ON 39 – 7 L, 32 R</li> <li>SK 6 – 3 L, 3 R</li> <li><b>TOTAL: 94</b></li> </ul> </li> <li>• April 10, 2023, Life &amp; Retired CIPHI members Excel document attached. The list is for review only and not meant to be shared beyond the members of the RAC. <b>DO NOT DISTRIBUTE</b> as the document contains personal information.</li> </ul>		
4.3	Retiree Directory	<ul style="list-style-type: none"> <li>• Pam continues to work on retiree directory database back to the first certificate issued. Directory will include all CPHI(C) issued, members, non-members and deceased. A lot of the contact information is out of date. Goal to have completed for our June meeting.</li> </ul>	Ongoing	All
4.4	Retirement/Condolence Letters	<ul style="list-style-type: none"> <li>• Upcoming Retirement: <ul style="list-style-type: none"> <li>○ Laura Freeland, Durham Region Public Health, ON</li> </ul> </li> <li>• Condolences since the Sept 2022 CIPHI National AGM: <ul style="list-style-type: none"> <li>○ Iacovides Takis Chris Christakis MB 2022</li> <li>○ Arthur Art Augenas ON 2022</li> <li>○ Norman Guy Giguere ON 2022</li> <li>○ Michael Mike Gianfrancesco ON 2022</li> <li>○ Edward Ted King ON 2022</li> </ul> </li> </ul>		Pam

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		<ul style="list-style-type: none"> <li>○ Austin Jack Estabrooks 2022</li> <li>○ Roger Mazerole NB 2022</li> <li>○ Alan de Rosario, BC 2022</li> <li>○ James Jim McCorry NS 2023 (RAC past member)</li> <li>○ Michael Mike Tedford Smith NB 2023</li> <li>○ Frank Shimoda ON 2023</li> </ul>		
4.5	Social Media (Facebook)	<ul style="list-style-type: none"> <li>• Facebook CPHI(C) Retirees group up from 52 to 54 members since our January meeting.</li> <li>• open to both retired and life CIPHI members &amp; retired non-members holders CPHI(C) that are retired.</li> <li>• NEC Advocacy Director Meaghen Allen questioned why it was a closed group at the Feb 23<sup>rd</sup> meeting with the NEC. Pam advised that having it as a closed group and by invitation only makes it easier to administer the site. Even with it being a closed site we get people who are not CPHI(C) retirees asking to join.</li> </ul>	Ongoing	Pam
<b>5.0</b>	<b>New Business:</b>			
5.1	Monthly updates to email circulation list	<ul style="list-style-type: none"> <li>• Pam suggested that we investigate a few email applications to send out messages in a professional format to retirees.</li> <li>• Messages could be sent out a minimum of once a month to update in a timely manner items like retirement notices and obituaries, CIPHI webinars of interest, etc.</li> </ul>	•	All
5.2	Upcoming meeting with NEC	<ul style="list-style-type: none"> <li>• Peter will be meeting quarterly with the CIPHI NEC Executive made up of the President, President-elect, and the Past President. Typically, an evening virtual meeting following our quarterly meetings.</li> <li>• Thanks to Ken and Bernie for participating in February.</li> <li>• Pat and Maxine volunteered to participate.</li> </ul>	•	All

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5.3	CIPHI Member Centre	<ul style="list-style-type: none"> <li>• Try logging in and see what issues you experience.</li> <li>• If you aren't signed up – contact the CIPHI Office for a username and password.</li> </ul>	•	Peter
5.4	October 15 <sup>th</sup> meeting date	<ul style="list-style-type: none"> <li>• Move to the 29<sup>th</sup> of October as Peter is away on a trip.</li> </ul>	•	
5.5	Significant milestones for CPHI(C)	<ul style="list-style-type: none"> <li>• Last CPHA and 1<sup>st</sup> CIPHI certificate</li> <li>• CIPHI took over July 1, 1979, prior to that was CPHA</li> <li>• CSI 1963 were replaced with CPHA almost a 100 PHIs had their certificates swapped out.</li> <li>• Tim has reviewed the CIPHI meeting minutes for details.</li> <li>• Subsequent to 1979 a handful swapped their CPHA or CIPHI</li> <li>• Nail down 3 people 3 consecutive numbers BC Serge Zibon last CPHA and Dennis Allen ON and Tony Amalfa ON and he is a CIPHI issue.</li> <li>• Tim Roark suggested stories on longest living Al A. and Gord Button -</li> </ul>	<ul style="list-style-type: none"> <li>• Do a story for our newsletter on these colleagues who was the last and first. Peter suggested a human-interest story.</li> <li>• Len is still the CSI certificate. 1961-62</li> </ul>	
<b>6.0</b>	<p><b>Meeting Adjournment: at 1:48 pm (Central)</b></p> <p><b>Next Meeting: June 25th 12:00 pm (Central)</b></p> <p><b>2023 Future Meeting Dates: October 15 moved to the 29th</b></p>			