
CIPHI Retirees Advisory Committee

Virtual Meeting No. 3 - 2023

Sunday, June 25, 2023

MINUTES

(Approved October 29, 2023)

Invited: Peter Rogers (MB Fed Chair), Lynne Brewer (BC Fed), Gundie Volk (BC), Munira Peermohamed (AB), Bernie Chrisp (MB), Pamela Scharfe (ON), Leonard Gallant (NS/PEI), Joe Bradley (NS/PEI), Patrick Murray (NL), Sharon Williams (NL), Gus Skinner (NB)

Regrets: Maxine Marchenski (BC)

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 12:00 pm (Central)</p> <p>The Chair welcomed a representative from the CIPHI NB & QC Branch, Retired Member Gus Skinner (bio sent via separate email)</p> <p>Motion No. 1...That Gus Skinner CPHI(C) let his name stand for membership on the Retirees Advisory Committee as a representative of the CIPHI NB & QC Branch.</p> <p>Moved: Peter Rogers Seconded: Pamela Scharfe</p>		
2.0	Agenda			
2.1	Minute Taker:	<ul style="list-style-type: none">Pam volunteered to take the minutes.		
2.2	Agenda additions/approval *	<p>Motion No. 2...That the agenda be adopted.</p> <p>Moved: Peter Rogers Seconded: Ken Gorman</p>		

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2.3	Draft Meeting Minutes*	<p>Motion No. 3... That Sunday, April 16, 2023, minutes be approved.</p> <p>Moved: Peter Rogers</p> <p>Seconded: Pamela Scharfe</p> <p>Carried</p>		
3.0	Business Arising:			
3.1	CIPHI Webinars of interest to retirees and pre-retirement CPHI(C) (within 5 years of retiring)	<ul style="list-style-type: none"> • Peter and Ken lead working group. • Committee members to send topic ideas to WG. • Pam suggested another survey specific to topics and a 2nd part including what type of benefits are they expecting for their membership. 	Survey retirees and once we have developed a list of topics request Kari Engele-Carter, CIPHI Director-Education participate in a RAC meeting to discuss logistics.	Ken & Peter
4.0	Standing Items:			
4.1	CIPHI NEC	<ul style="list-style-type: none"> • Peter Rogers (MB Fed Chair), Maxine Marchenski (BC), Patrick Murray (NL), Gundie Volk (BC) participated in the May 5th meeting with the NEC. • Members of the NEC participating: Casey Neathway (President), Kevin Kapell (Past President), Natalie Lowdon (President-Elect), Ann Thomas (Director-Policy), Meaghen Allen (Director- Advocacy) Kelsie Dale (SK President), Cristina Bueti (MB President), John Cannan (ON President). • Highlights of the meeting discussions are updated below: 		

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		RAC Terms of Reference; Salary Survey; CIPHI Website – RAC Page; Committee Member Recruitment; Honouring Centenarians; Charlie Young Mentor Award.		
4.1.1	RAC Terms of Reference	<ul style="list-style-type: none"> • Still under review by NEC. • We have been an official committee of CIPHI since September 14, 2006, upon receipt of a letter from then CIPHI President Claudia Kurzac. • NEC requested a copy of our Terms of Reference – Peter sent a March 19, 2021, version to the CIPHI President on Feb. 25th. • At this time the NEC are reluctant to have an official Bylaw amendment like the EHFC due to the complexities involved. 	Status of T of R: still under review by NEC. Peter to follow-up with Casey.	
4.1.2	Salary Survey	<ul style="list-style-type: none"> • NEC Action: Casey to advise the NEC to share information on any future salary updates for their branches and this information will be provided to RAC for updating the salary survey on the website. • Ken and Pam had several requests from Ontario health units for a finalized copy of the salary survey. Speaks to our credibility. Agencies may be reluctant to provide information in the future. Need to add a “current as of date” on the document. 	Peter to send Casey an email inquiring as to when the salary survey be up on the CIPHI website.	
4.1.3	CIPHI Website – RAC Page	<ul style="list-style-type: none"> • Discussion with NEC: <ul style="list-style-type: none"> ○ Peter was brainstorming the idea of having a firewall added to the RAC page so that some content would only be accessible to CIPHI members only and not the public. ○ Kelsie suggested focusing just on the pertinent and public info as a start and any further bells and whistles can be entertained later. 		

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		<ul style="list-style-type: none"> ○ Natalie mentioned that the CIPHI website translation will be underway and that it is best to keep the wording shorter for translation and that RAC can add any extra information in their attachments. ○ Also, that the member portal is the avenue for member only information, but that the system is not set up for any current additions currently and not likely in the near future as it is dealing with CoPE and BOC items. ● Pam provided has received training received from Be the Change Group and RAC webpage updates to date. ● Page updates since training include: <ul style="list-style-type: none"> ○ Background ○ Mandate ○ Responsibilities ○ Committee Documents: <ul style="list-style-type: none"> ▪ Committee Membership (completed) ▪ Past Committee Members (completed) ▪ Committee Contact Email ▪ Annual Reports to the CIPHI Members ▪ Annual RAC Senators Forum Newsletters ● Page updates to completed: <ul style="list-style-type: none"> ▪ Terms of Reference (when finalized by NEC) ▪ Meeting Minutes ● Be the Change Group will discuss the RAC idea to create and maintain an “In Memoriam” page for the RAC page and potentially for the general CIPHI page. 		
4.1.4	Outreach to all retirees & CIPHI National News email listserv)	<ul style="list-style-type: none"> ● RAC expressed how difficult it is to recruit members and have working members for the committee. Ann expressed that the committee has taken on a lot and recommended that it not take on more than what committee members can 	Suggest to the NEC a column with name when certified and current last name on the	All

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		<p>maintain and perhaps keeping the scope limited to what can be accomplished within current members.</p> <ul style="list-style-type: none"> • Pat mentioned how members changing their last names can sometimes be a challenge to keep track. • For people who marry – both female and male with hyphen names. 	CPHI(C) document for tracking purposes.	
4.1.5	CIPHI 60-Year and 70-Year Membership Recognition Award	<ul style="list-style-type: none"> • The NEC approves the inclusion of a 60 and 70 year membership in principle but would like RAC to prepare a report for the NEC to consider. • The Chair would like to see this completed before the next meeting with the NEC. 	Gus and Gundie volunteered to assist Peter in preparing a report.	
4.1.6	Honouring Newly Retired CPHI(C) at CIPHI AGM	<ul style="list-style-type: none"> • The NEC said it would be their preference that this acknowledgement be done by the appropriate branches. 	Remove as a NEC agenda item.	
4.1.7	How can the RAC assist the NEC and Branches?	<ul style="list-style-type: none"> • Pending • Website, Awards, Salary Survey, In Memoriam 		
4.1.8	Honouring CPHI(C) Centenarians	<ul style="list-style-type: none"> • The RAC offered to prepare a protocol and design certificate for NEC approval. • Criteria: for all CPHI(C) who reach the milestone age of 100 or only if they are CIPHI Life or Retired members? Criteria to be further determined. • Given the recent passing of our two centenarians Sid Hester and Lloyd Dodgson consider that we send posthumous certificates to the family members - Sid's daughter Beck Hester, CPHI(C) retired and Lloyd's son Dave Dodgson, CPHI(C) retired. • The NEC and Casey supported the honouring of the centenarians and Casey will sign off on any letters issued to the members or their families. 	Pam and Pat to prepare a protocol, certificate, and letter	Peter

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4.1.9	Creation of National Mentor Award in honour of Charlie Young	<ul style="list-style-type: none"> Deferred to a future meeting with the NEC. Pam offered to take over the lead with Russell's resignation and provide a written brief for the NEC. 	Pam volunteered to take the lead and will prepare document for Oct meeting.	Pam
4.1.10	Professional Development for retirees (CoPE)	<ul style="list-style-type: none"> Pending 	The Chair to discuss with the CoPE Chair.	Peter
4.1.11	Retired BOC Examiners	<ul style="list-style-type: none"> Pending 	The Chair to discuss with the BOC Chair.	Peter
4.2	Committee Member Recruitment	<p>Update from Peter on recruitment:</p> <ul style="list-style-type: none"> NL – Sharon Williams at today's meeting as a 2nd rep. NB & QC – Gus Skinner has volunteered – motion passed. Since last fall the RAC lost 3 and have recruited 4 new members. Peter has a person from MB he will be approaching. It may be unrealistic to try to recruit 2 people for some of the smaller branches (see below). Current Life (25) & Retired (69) members by Branch as of April 10, 2023, for a total of 94. The CIPHI Office will provide membership reports quarterly. Ann Thomas suggested at the May NEC meeting to open membership on the RAC to CIPHI Members who are within five years of retirement of 25-30 years in the field. 	<p>Discuss at the October RAC meeting.</p> <p>Bernie will contact Christina MB Pres</p>	All
4.3	Retiree Directory	<ul style="list-style-type: none"> 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 for non CIPHI members. Pam to send out in August for review and comment by October 1st. 	RAC members to review and provide any updates to Pam	All

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4.4	Retirement/Condolence Letters	<ul style="list-style-type: none"> Upcoming Retirement: Shaun Miles, MB, CIPHI Regular Member – July 2023 Condolences since our last meeting: <ul style="list-style-type: none"> Thomas Thomson ON 2023 Peter Moccio ON 2023 Christine Nagy BC 2023 (contact Tim Roark for photo) John Mitchell NS 2023 David White On 2023 		Pam
4.5	Social Media (Facebook)	<ul style="list-style-type: none"> Facebook CPHI(C) Retirees group up from 54 to 56 members since April meeting. Open to both retired and life CIPHI members & retired non-members holders CPHI(C) that are retired. 		Pam
4.6	Monthly updates to email circulation list	<ul style="list-style-type: none"> Pam suggested that we investigate a few email applications to send out messages in a professional format to retirees. 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. 	Pam to send out a monthly email in July	
5.0	New Business:			
5.1	Next meeting with NEC	<ul style="list-style-type: none"> The Chair would welcome a couple RAC members to participate. Date tbd. 	Peter asked Munira and Joe to participate. Usually, a weekday around 4:00 Pacific time. Provide dates not available to Peter.	All
5.2	RAC Report to 2023 CIPHI National AGM Sept.	<ul style="list-style-type: none"> The CIPHI Office has requested a report from the committee by June 28th for the 2023 CIPHI AGM that will be held in Sept in Saint John, NB. 		

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		<ul style="list-style-type: none"> Peter prepared a draft and sent out for comment. 		
5.4	Ontario Retirees Get Together	<ul style="list-style-type: none"> Ken and Pam along with Ralph Stanley are organizing an Ontario retirees get together on Sat. Sept 9th, Durham Region. The event will include a golf tournament, an EHFC fundraiser by hosting the Ron de Burger memorial putting contest and a late lunch/early dinner inviting those not interested in golf. The event is supported by the CIPHI ON Branch and will also be an opportunity to present 50-year membership awards to the four 2021 recipients as there was no conference due to Covid and the four 2023 recipients as the ON Branch is not planning a conference this year. 		Pam & Ken
5.5	Birthday Greetings	<ul style="list-style-type: none"> Tim Roark has suggested that the RAC send a birthday card to CIPHI Retired/Life members who reach birthday milestones. Discussed and decided the RAC has enough on our plate. 		All
5.6	National Award Nominations	<ul style="list-style-type: none"> Pam will discuss at October meeting. 		
6.0	Meeting Adjournment: at 1:35 pm (Central) Next Meeting: October 29th 12:00 pm (Central)			