

BC Branch CIPHI Executive Council Meeting
Tele-conference
January 14, 2009

ITEM	DETAILS	ACTION ITEM(S)
	Meeting called to order by J Egeler at 09:05	
1.00	Roll Call	
	<p>Present: Shawna Scafe, Steve Chong, Keir Cordner, Isher Deol, Jasmina Egeler, Sonia Hundal, Sarah Nicklason, Gary Tam, Nigel Headley</p> <p>Regrets: Barbara Haworth, Grace McIvor, Ingo Frankfurt, Greg Baytalan, Kuljeet Chattha, Paul Markey, Ashleen Nadan</p> <p>Guests: Tim Roark</p>	
2.00	Approval of Agenda	
	<p>Add – n/a</p> <p>Delete –n/a</p> <p>MOTION: Motion to approve agenda as amended.</p> <p><i>Moved. Seconded. All in favour. Carried.</i></p>	
3.00	Approval of Minutes	
	<p>MOTION: Motion to approve minutes as circulated.</p> <p><i>Moved. Seconded. All in favour. Carried.</i></p>	
4.00	Business Arising	
4.01	<p>Sewerage Systems Leadership Council Committee & Sewerage Systems Regulation Improvement Coalition</p> <ul style="list-style-type: none"> > T Roark update – Monday teleconference call > Coalition – two students from law course at UVIC completed course, and submitted to director, articling student involved with legislation. Taken reports and reviewing → provide further advice on opinions. Two students wanted to meet with Ministry of Health. Ministry taking interest in coalition. George on coalition – has open dialogue with Dr. Vessel, Engineer. Trying to determine if engineer association would like to sit on coalition. > G Baytalan update – invited one paper auditor to sit on face to face meeting. Previously emitted filings to be added in final report. Contractor stated that would be easy to do. G Baytalan invited to present at OWWA. G Baytalan traveling expenses covered by G Baytalan? 	
4.02	<p>Christmas Luncheon</p> <ul style="list-style-type: none"> > Island : Thank you to Maxine Marchenski & T Roark from Island. 25 guests. 50/50 draw. > Kelowna: Thank you to G Baytalan. Small group attended. 	

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	<ul style="list-style-type: none"> > Lower Mainland: P Markey -> Good food and well attended. > J Egeler - Far away for FHA. Possibly do in FHA next year. Bigger room for mingling. No shows → Branch paid for meals that did not pay. No profit. > Thank you to T Roark, P Markey, Greta Kos > T Roark - Add Kootneys to luncheon next year. That is welcomed by Branch > J Egeler - Asked to provide gift certificate for G Kos. <p>MOTION: Motion to approve a \$30 Starbucks gift certificate for G Kos. <i>Moved. Seconded. All in favour. Carried.</i></p>	<p>ACTION: Add Kootney's to luncheon next year.</p> <p>ACTION: Jas to purchase gift certificate and present to G Kos.</p>
4.03	<p>Continuing Professional Competencies Meeting (K Cordner)</p> <ul style="list-style-type: none"> > K Cordner spoke with Lorraine Woolsey. Organized for practicing EHO's on January 23, 2009. Only 8 people signed up. Total of 12 - 15 seats present. Request to approach managers (FH/VCH) to bring staff to attend. > J Egeler - Compel to push this through in HA's for other attendees. Travel expenses covered, only time need to be covered by employer. > P Markey – Approved Samson Wong to attend. > K Cordner - Broad cross section of experience to attend. Missing new EHO's > T Roark - Suggest instructors to attend. K Cordner to e-mail L Woolsey. 	<p>ACTION: K Cordner to e-mail L Woolsey for instructor's representation.</p>
4.04	<p>Face to Face Meeting – March 13 and 14th, Vancouver</p> <ul style="list-style-type: none"> > J. Egeler - March 6/7 or March 13/14. Book at YWCA Meeting rooms - Need one day meeting. Hotel by YWCA. 	<p>ACTION: J Egeler to send out e-mail. Inform J Egeler which w/end or day works best (Fri/Sat)</p>
4.05	<p>Committee Updates</p> <ul style="list-style-type: none"> > Membership (SSafe) - No update. Teleconference meeting planned > Social – No new updates. > Website (K Cordner) – No new updates. EPHW information to be added on website. Update website. Tim to send thoughts to K Cordner. K Cordner to organize teleconference. > Education (P Markey) – Lis Vallaster completing financial spreadsheet. Cross-reference information prior to making final report. 	<p>ACTION: Add EPHW info to website.</p>

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	<p>> Promotions and Advocacy – EPHW</p> <ul style="list-style-type: none"> - Fort St. Johns – have not received posters by noon. A Nadan did not receive. K Cordner received posters. Those not received, please inform J Egeler. Posters to be sent out to different facilities in community - Press Release ready to go out. Request to send national press release to local members to then send out. - Newsletter published in northern health. - Unsure if we are receiving proclamation this year. Waiting upon Ministry response, hopefully received by the end of week. 	<p>ACTION: Contact J Egeler if posters have not received in respective offices</p> <p>ACTION: J Egeler to send out national press release to local members.</p>
5.00	New Business	
5.01	<p>Member Services Center – CIPHI Database</p> <ul style="list-style-type: none"> > J Egeler – announce on Jan. 19/09 the Member Service Center. Renew membership directly online. Exciting. Manage profile online. > T Roark – Are there e-mail/ mail out. Adam Grant produced letter to send to all EHO's explaining new service and do not have access to computer, how to get assistance. E-mail also > 2 ppl from branch to have access to online database, K Cordner and J Egeler > Members to contact J Egeler/branch executive to provide certificate number > Register/track conference and continuing education online as well. > Currently CEU forms → no feedback. Can now manage. 	
5.02	<p>Conference 2009/BCCDC CD Workshop/ Ethics Workshop</p> <ul style="list-style-type: none"> > J Egeler – Busy year, lots of planning for 2010) Olympics. How much work can branch members put towards organizing a Branch conference. A significant number of Branch members are busy organizing IFEH conference. > K Cordner – would next one be 2011, but 2010 BC branch → percentage that pay back to IFEH. CIPHI and BC Branch share profit. > National AGM - week before 2010. > 2009 AGM - two special meetings, one locally and one in interior. Potentially speaker evening. > S Chong – unfortunate to not have 2009 conference. Possibly in other HA's of BC. > J Egeler – Possibly on Island/Interior. 	

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	<ul style="list-style-type: none"> > K Cordner – Challenge of sharing on island. We speak to staff. > J Egeler – Incorporate workshops, water NCCEH. See if IH or VIHA interested. > S Scafe – Pull general EHO's > P Markey – Have single day possible to reduce work load and feasible > J Egeler – Training for EHOs from private companies ie Anthony Sharp on ethnic diversity. T. Roark also interested. Suggest partnering with EPHF for conference 	
5.03	<p>UBC Career Fair January 29, 2009</p> <ul style="list-style-type: none"> > Participate for Thursday – 2 hour career fair – Seeking volunteer. > I Deol volunteered to attend. > K Cordner– when running one at UVIC? Gord Stewart attended SFU. 	<p>ACTION: I. Deol will attend Career Fair.</p>
5.04	<p>Signing Authority - Remove Shawn Parhar add I Deol.</p> <ul style="list-style-type: none"> > Future to remove Jen Flaten from signing authority once Kuljeet Chattha returns from maternity leave. > J Flaten to make arrangement to have Isher added to the accounts <p>MOTION: Motion to remove Shawn Parhar and add I Deol for signing authority on the BC Branch RBC Bank accounts. <i>Moved. Seconded. All in favour. Carried.</i></p>	
5.05	<p>Conference account motion to close account (no further transactions)</p> <p>MOTION: Motion to close 2006 conference account and move funds to general account. <i>Moved. Seconded. All in favour. Carried.</i></p> <ul style="list-style-type: none"> > how to invest funds -> CIPHI conference 	
5.06	<p>Replace large plaque – Given to Lis Vallaster. Nigel to look into replacing as company in Richmond.</p>	<p>ACTION: N Headley to look into replacing plaque.</p>
5.07	<p>Letter to Retiree's – L Vallaster drafted letter. Brigittea Baumann, and Larry Copeland retired in 2008.</p> <ul style="list-style-type: none"> > Add T Roark to e-mail so he can add to his list 	<p>ACTION: Branch executives to form list of retirees and forward to J Egeler.</p>

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6.00	Roundtable	
	<p>S Scafe - Doing anything in memory of Dan Armstrong. In Memoriam in BC Page.</p> <p>J Egeler – Sent a card to family of Dan Armstrong on behalf of BC CIPHI</p>	
7.00	Adjournment at 10:17am	
8.00	Next Meeting March 6, 2009	

Unapproved