

BC Branch CIPHI Executive Council Meeting

MINUTES

November 3, 2009 from 09:05 to 10:10

ITEM	DETAILS	NAME (S)
	Location: Dial in: 1-866-613-5223 Passcode: 4535350#	
1.00	Roll Call	
	Attendees: Jasmina Egeler, Sonia Hundal, Sarah Nickalson, Keir Cordner, Ashleen Nadan, Barbara Haworth Gary Tam, Isher Deol, Greg Baytalan, Paul Markey, Nigel Headley Guests: Tim Roark Regrets: Grace McIvor, Steve Chong, Ingo Frankfurt, Shawna Bicknell, Kuljeet Chattha	
2.00	Approval of Agenda	
	Add – n/a Delete –n/a MOTION: Motion to approve agenda as amended. <i>Moved. Seconded. All in favour. Carried.</i>	
3.00	Approval of Minutes	
	Defer the approval of minutes	
4.00	Email Motions	
4.01	MOTION: Motion to support the 2009 Bob Herbison Award Nominee: Amanda F. Anderson <i>Moved. Seconded. All in favour. Carried.</i>	
4.02	MOTION: Motion to appoint Keir Cordner as President of the BC Branch and to appoint Gary Tam as Vice President of the BC Branch. <i>Moved. Seconded. All in favour. Carried.</i>	Moved, Seconded and carried unanimously
5.00	Business Arising	
5.01	Welcomes and Farewells J Egeler - Welcome to G Tam and K Cordner. Farewells B Haworth, A Nadan. Opportunity now to backfill any vacancies. N Headley, A Nadan, B Haworth, send an e-mail to the board.	ACTION: Send thank you letters to executive that have stepped off.
5.02	Xmas Luncheon K Cordner – looking at venues, cost and availability. Dec.2, 2009.	

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	<p>Have a special meeting before the lunch and have motion for reducing fees. Be able to have motions passed in quick method.</p> <p>Firefighters club - \$27</p> <p>Burnaby Hilton - \$33.50 + tax and gratuity</p> <p>Burnaby Village Museums – Vary cost – different location –</p> <p>Took out Burnaby Village Museum.</p> <p>Decision to book the firefighters club – decision.</p> <p>Need template. Isher and Sonia to work on template.</p> <p>J Egeler – Need 80 people. Prefer to collect moneys in respective offices. No shows, and non-member, member, student and retired.</p> <p>K Cordner – door rate. Prepay</p> <p>J Egeler - \$25 for member. \$28 for non-member</p> <p>T Roark – Retired \$20 /Students \$20</p> <p>G Tam - \$27</p> <p>K Cordner – non - members \$28 member \$25 student/retired 20</p> <p>J Egeler – Door Prizes. Free Membership for 2010. Flowers: \$80 for materials - \$30 for time Starbucks. Submit a cost estimate. J Egeler to speak to Greta Kos</p> <p>G Baytalan – what will it cost the branch?</p> <p>J Egeler – try to make a balance and no profit needed.</p> <p>G Baytalan – worried about cost too much of \$27</p> <p>J Egeler – will receive attendance. Worried to subsidize.</p> <p>G Baytalan – at a pub 9.50.</p> <p>J Egeler - Raffle off a couple memberships in other HA's. Name of people with membership from the last year in draw to get free membership.</p> <p>T Roark – Raffle for free lunch. Door prizes. Box of chocolate.</p> <p>K Cordner – almost everyone won something</p> <p>J Egeler – membership committee – application for renewal for month of December a free membership drawn. Social committee – determine the door prizes – motion.</p>	

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	<p>S Nickalson – door prizes for in-service this year</p> <p>J Egeler – 50/50 Draw. Check with D EHO for Firefighters.</p> <p>G Tam – collect money in FHA – B Haworth and A Nadan– stated to collect in Burnaby.</p> <p>P Markey – will FHA employees be able to take time to attend</p> <p>J Egeler – Burnaby is more central</p> <p>T Roark – president to note to director of HA's x-mas luncheon and have continued support</p> <p>G Baytalan – agree with travel time and extra time. Management can not allow attending, unfortunate. Letter to go out to Directors to have their support.</p> <p>K Cordner – send out letter encouraging participation at lunch and season greetings to Directors.</p> <p>P Markey – really positive experience to meet past colleagues. Generates positive mood in office.</p> <p>G Tam – Special Meeting before 11:30am.</p>	
5.03	<p>Orientation Manual</p> <p>K Cordner – Job descriptions and duties for executive. Chair nomination committee. Encourage people to review it. Has it been posted to website?</p> <p>G Tam - to send e-mail to others when posted on website</p> <p>K Cordner – Deadlines for submission</p> <p>J Egeler – Message posted on homepage. Thank for everyone to work on that.</p>	
5.04	<p>Letter re: Student Loan Forgiveness Program</p> <p>J Egeler – letter sent to Ministry within Victoria to plead case for profession to add to program. Not surprising but disappointing. Shared with Angela the response. Indicated to her that we can try again. Prior to next election to try for next attempt.</p>	
6.00	Committee Updates	
6.01	<p>> Membership</p> <p>Requested current membership list. S Bicknell not on call. #'s lower than hoping. BCIT faculty 3, 13 in FHA (93 EHOs), 2 EHO's on boc 22 in IH</p>	

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	<p>(69), Health Canada 4 (42), CFIA 1 (5), VI 17 (44), VCH 62 (80), NH 11(19), Yukon 2(6). 134 regular members 8retired. 3 affiliate, 3 life, 6 honorary, students.</p> <p>Need to do strategizing in IH, FHA and regions. Leave up to membership committee.</p> <p>Tim – Alex Kwan to send a graph in BC Page. Where support is or isn't.</p> <p>> Social</p> <ul style="list-style-type: none"> - good discussion previously - G Tam – Keir are you coming down <p>K Cordner – yes</p> <p>G Baytalan – find venue and time T Roark can you send an e-mail to retired.</p> <p>> Website</p> <ul style="list-style-type: none"> - Corrections and awards on the website updates. Ended in 2005. Worked with T Roark and G Tam. Pdf formed and posted to website. <p>> Promotions and Advocacy – EPHW</p> <p>J Egeler - FYI – designed, approved and gone to print. Arrive fairly soon and arrange mail out. Handing them out at x-mas luncheon. Do the same for IH and VIH. Basic message is the hand washing message considering the H1N1 pandemic. Need planning for BC level. EPHW falls in 3rd week on January. How many EHOS can dedicate to this week in VCH? Circulate ideas. Send request for proclamation.</p> <p>K Cordner – stress the HA's communication department are notified in timely manner. Maintaining our professional profile within is important amongst fellow professionals.</p> <p>J Egeler – other provinces – pay to have local radio station of 3 different messages – CKNW – CBC</p> <p>K Cordner – Did you know how many inspections? To look into radio pricing for advertisements.</p> <p>J Egeler – requesting mailing address with postal code from all executive members. Posters are circulated and community centers.</p> <p>> Finance</p> <p>Defer discussion as K Chattha not on call. Report on expenditures and budgets</p>	
7.00	New Business	

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7.01	<p>Special General Meeting</p> <p>J Egeler – T Roark suggestion of pressing business. Two items – motions. Honorariums to webmaster and BC Page editor to deal with.</p> <p>Notify members of what will be discussing. An e-mail is sufficient. Resend proxy through e-mail.</p> <p>T Roark – Invite George Bryce and present Honorary Member award.</p> <p>J Egeler – Photo with K Cordner, Invite him and cover expenses</p> <p>J Egeler – local EHO's on Executive encourages to attend special meeting to meet Quorum.</p>	<p>Action: e-mail meeting invite to members, proxies to be sent to J Egeler.</p>
7.02	<p>Face to Face Meeting</p> <p>K Cordner – Difficult to meet. Combine x-mas lunch with face-to face meeting.</p> <p>G Baytalan – good idea</p> <p>G Tam – Face-face to meeting + EPHW is too much</p> <p>J Egeler – face to face meeting attached during educational conference and allow conference attendance. No branch conference. IFEH 2010 Conference, meeting with NEC. Trying to figure out a full day meeting. Juggle both responsibilities. 2010 unique year hosting an international and national meeting. Very challenging year for a face to face meeting.</p> <p>K Cordner – April meeting would be great. Have specific goals early in the year. Talk about further in next meeting.</p>	
7.03	<p>Email from Phi Phan – CPC Champions</p> <p>J Egeler – forwarded e-mail from Phi Phan. A couple of EHOs showed interest in participating. Any other interested persons?</p> <p>K Cordner – CPC model for 2010. Nationwide. Phi Phan – if people are interested in messaging in BC</p> <p>G Tam – when will it happen?</p> <p>K Cordner – early in January 2010.</p> <p>J Egeler – are you interested S Nickalson.</p> <p>S Nickalson – interested dependant on how much time it takes away.</p> <p>K Cordner – continues to be participate and help S Nickalson. Are you interested G Tam.</p>	

ITEM	DETAILS	NAME (S)
	<p>G Tam – unavailable at that time.</p> <p>J Egeler – S Nickalson – congratulations on getting married. N Headley stepping off the branch. Thank you for planning and execution for all the work.</p>	
8.00	Roundtable	
8.01	No comments	
9.00	Adjournment at 10:10 Hours	
	Motion to Adjourn	
10.00	Next Meeting December, 2009	

Approved March 31, 2010

