

BC Branch CIPHI Executive Committee Meeting Minutes
April 25, 2006

Present: Sonia Hundal, Tara Hluchy, Jennifer Flaten, Jas Egeler, Steve Chong, Tim Roark, Gord Stewart, Jeff Kresowaty, Keir Corder, Kuljeet Chattha, Nigel Headley, Brent Zaharia, Roopy Khatkar, Salima Kassam

Regrets: Lis Vallaster, Shawn Parhar

A. Approval of Minutes

- **Motion to approve February minutes moved and seconded. Motion carried.**
- **Motion to approve March minutes moved and seconded. Motion carried.**

B. Old Business

1. Sewerage Systems Leadership Council Committee

- Paper audit is occurring

2. 2007 CIPHI AEC

- 250 delegates as of today, conference schedule is complete and everything is getting finalized
- **Motion to have a \$400 expenditure toward prize donations for Branch Social, moved and seconded. Motion carried.**

3. AGM

- June 17 is the date for the AGM; light refreshments will be served

4. NEC

- Increase in dues

ACTION: Jas will send an email regarding the AGM and will attach a proxy form to encourage members to vote if they cannot attend.

C. Committees

1. Membership committee

- 227 total members as of April 18, reminder to Executive members to renew membership if not already done so

2. Social Committee

- Need a chair for this committee; members to think about taking this position on

3. Website Committee

- Information made current on website and more information available on website

4. *Nominations Committee (Vacancies)*
 - May 31 is deadline for nominations
 - Members stepping down from Executive:
 - Salima, Roopy, Tara, Brent, and Gord
5. *Promotions and Advocacy Committee*
 - All material has been sent to White Horse for the career fairs occurring there
 - Some ideas for career fairs and promoting: Making a video, making a banner

ACTION: Jas to draft a letter to send to the Directors of Health Authorities

D. New Business

1. *Awards-Alex Cross Award, BC Branch Member of the year*
 - Nominations are made for National awards
2. *BOC Exams*
 - 15 candidates sat the April exam.
 - Format has changed - a written scenario given to candidates, 75 minutes to complete exam
 - More time spent on administrative information (i.e. confidentiality)
3. *BC Page*
 - Thanks to Keir for article
 - Tim would like to have a contact in each of the Health Authorities for update information
4. *BCIT Advisory Committee Meeting*
 - Deferred
5. *Conference Bursaries*
 - Application is available and will be circulated

Motion to adjourn moved by Gord.