

## Meeting Minutes

CIPHI Alberta Branch

Join the call: <https://www.uberconference/ciphicope> (works best on chrome)

Optional dial in #: 877-507-9738 (to join by audio only)

Local Calgary Alternate #: 403-768-2308 (to join by audion only)

Tuesday, February 18, 2020 (12:00PM – 1:00PM)

ITEM	NOTES	ACTION ITEMS
	<b>Call to order: 12:20 pm (5.1 occurred prior to meeting)</b>	
<b>1.0</b>	<b>Roll Call &amp; Memoriam</b>	
	<p><b>1.1 Roll Call:</b> M. Allen, R. Thind, S. Budgell, D. Thepsouvanh, K. Wonsiak, C. LeTourneau, S. Grewal, M. Ahmad, M. Swystun, G. Tomko</p> <p><b>1.2 Regrets:</b> O. Motajo, J. Schnider</p> <p><b>1.3 Guests:</b> Tony Thepsouvanh, Geraldine Sawyer</p> <p><b>1.4 In Memoriam:</b> None</p>	
<b>2.0</b>	<b>Adoption of Agenda</b>	
	<p>Add: None</p> <p><b>MOTION: Motion to approve the agenda</b></p> <p><b>NAME:</b> Manny Ahmad <i>Secoded by</i> Tony Thepsouvanh</p>	
<b>3.0</b>	<b>Approval of Meeting Minutes &amp; Action Itesm</b>	
	<p><b>Meeting minutes Jan 21, 2020</b> – change meeting minutes date from feb 5<sup>th</sup> to feb 18<sup>th</sup></p> <p><b>MOTION: Motion to approve the agenda</b></p> <p><b>NAME:</b> Manny Ahmad <i>Secoded by</i> Geoff Tomko</p> <p><i>Please note: Since Feb 5<sup>th</sup> meeting was more of an impromptu meeting and not a scheduled executive meeting, the meeting minutes won't be approved, but would be posted online.</i></p>	
<b>4.0</b>	<b>Recording of E-mail Motions</b>	
	<b>NONE</b>	
<b>5.0</b>	<b>Standing Items: Operational Excellence</b>	
<b>5.1</b>	<p><b><u>Fall Workshop:</u> We recognize the importance of our Fall Educational Workshop from both a professional development and profitability standpoint.</b></p> <p><b>5.1.1 2020 Fall Workshop</b> – K.Wonsiak, Danny, Tony Thepsouvanh, Geraldine Sawyer Hea;th Canada's FNIHB brach is excited to host the fall workshop for the first time.</p> <p>Will follow-up with a written proposal; feds hosting it for first time so very excited EHOs from FHNIB but also include members who work in HC, etc. Dates – Oct 18<sup>th</sup> to 20<sup>th</sup>. National is 4<sup>th</sup> – 7<sup>th</sup>. Conference would be in Edmonton JW Marriott in ice district. Premuim location as only 3 JW Marriotts across the country. Access to other amenities and vbenues in and around the main site. Venue opened in 2019 and has lots of amenities like airport shuttle, etc. Conference room large ballroom – wayne gretzkey room. Capacity of 250 people, last year was a cap on registration at 200 last yr due to venue size, this yr upto 250. Space for up to 10 exhibitors. There would be room for BOC training for potential examiners and mentors for practicum students. Executive meeting around the workshop. Conference rate accommodations – 179 per night will be available 3 days prior &amp; after too. Parking rate has been worked out as well. Themes – CIPHI AB 2020 renewing our focus will be</p>	

	<p>focus – milestone year and new decade. Emergent &amp; public health challenges in social and dynamic eras. Want to build an element of truth and reconciliation; indigeneous content around challenges in first nations, reconciliation between govt and first nations communities; highlight environmental health issues that affect first nations.</p> <p>Creating an agenda that provides good professional development content. Emergency response, food safety, water reuse, climate change, updates to regs, challenges in first nations, etc.</p> <p>Org committee: co-chairs: Geraldine and Tony &amp; 9 sub-committees to help organize.</p> <p>Will have more details on finances. 150 delegates but hoping to get more than that.</p> <p>Registration fee – 289\$ last yr was 250\$ small increase of 39\$ justified based on venue in downtown.</p> <p>Committee meets at least once a month.</p> <p>AHS no longer doing educational leaves</p>	
5.2	<p><b><u>Executive Updates:</u> <i>The Executive members will consider the importance of future succession planning and their own attendance at meetings.</i></b></p> <p><b>5.2.1 Action Items</b></p> <p>Reviewed the action items – Dan Richen Advocacy Award info; aiming to send the email the email by next week</p> <p>Policy ravi &amp; Jacquie – nothing</p> <p>By-law: Meaghen &amp; Jacquie sent out comments.</p> <p>Student activities – 1 pager detail about student activities; they want to develop – in progress</p> <p>Luncheon – waiting to hear back from Cecelia for dates specific to March</p> <p>Website – Manny got the Bios and has been sent to Jeremy for upload. Should be up pretty soon.</p> <p>Draw was completed – Al Kettler Won it.</p> <p>Recognition policy was sent to executive and is on agenda to discuss</p> <p>Auditors were found in that meeting.</p> <p>AGM – can use insfrastructure. June was one of the hardest time to get quorum. Tentatively scheduled for May 23<sup>rd</sup></p> <p><b>5.2.2 Discussion on Board Composition</b></p> <p>AB has 7 zone councillors, ON has 5. AB has one of the province that has a bigger number of Danny – I like zone representation, but over the yrs, branch was been looking for ways to increase membership involvement and this seems to be opposite.</p> <p>Sukhman – hard</p> <p>Scott – in favour of keeping it the way it is.</p> <p>Geoff – would be interesting to experiment</p> <p>Divided opinion as it'll be nice to experiment and see how general representation could work but geographical representation</p> <p>Zone councillors can take lead on different portfolios as it'll help delegate the work.</p>	

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	<p>Maybe make it an amendment in by-law that if a zone councillor role is not filled, then the position can be filled by someone else. Any change can be proposed in AGM</p> <p>Will close the motion via email and then discuss it at AGM.</p> <p><b>5.2.3 Discuss meeting dates</b> Tuesday lunchtime Lunchtime on Fridays work for majority of people</p>	
5.3	<p><b><u>Concordia: We will continue to foster a partnership with the Environmental Health program at Concordia University of Edmonton.</u></b></p> <p>5.7.1 Luncheon – Sukhman/Kyle</p>	
5.4	<p><b><u>Policies and Procedures: We will support the creation and update of, along with the adherence to, policies and procedures.</u></b></p> <p>5.4.1 CIPHI AB Bylaws - Jeff</p>	
6.0	<b>Standing Items: Advocacy</b>	
6.1	<p><b><u>Awards: We will continue to use our awards as a way to engage &amp; support our members and partners.</u></b></p> <p>6.1.1 Awards program - Scott/Ravi</p>	
6.2	<p><b><u>Membership Engagement: Zones will actively engage membership each month through Info share, meetings, phone calls, etc.</u></b></p> <p>6.2.1 Member Survey – Meaghen – Survey Summary and Next Steps</p>	
7.0	<b>Adjournment @ 1:00 pm</b>	
	<p><b>MOTION: Geoff Motion to adjourn Ravi</b> <b>NAME:</b></p>	
	<b>Next Meeting: March 17, 2020</b>	