# ciphi
### british columbia

## BC Branch CIPHI Executive Council Meeting

## <u>MINUTES</u>

April 21, 2020, from 15:00 to 15:30 PST
Via Teleconference

| ITEM | DETAILS | NAME (S) |
|---|---|---|
| | **Location:** Teleconference & Google Hangouts | |
| **1.00** | **Roll Call** | |
| Members | ☐Gordon Moseley - past-pres ☐ VACANT - councilor ☐ John Pickles - treasurer ☐Elizabeth Thomson - councilor ☐Gethsemane Luttrell - councilor ☐Paul Cseke - councilor ☐Janelle Rimell* - councilor ☐Jessica Ip - councilor ☐ Daniel Fong - councilor ☐ Jacqueline Chiu - councilor ☐ Casey Neathway - president ☐ Michael Wu - councilor ☐ Aletta Amell - councilor ☐ Celine Hsin - Executive Secretary ☐VACANT PRES ELECT  <br><br>*Guests:* Stacey Sowa, CoPE BC Member  Gary Tam, BoC BC Member  Tim Roark, BC Branch Historian  <br><br>Those highlighted in yellow are absent *indicates maternity/parental leave  <br><br>Call to order: 3:02PM | All |
| 1.1 | Confirm quorum (Bylaw 5.5 - *The quorum for the transaction of business at an Executive Committee meeting is five*)  <br><br>**Quorum Met [x].  Quorum not met [ ].** | All |
| **2.00** | **Approval of Agenda** | All |
| 2.01 | **Additions to Agenda:**  <br><br>**Motion:** | All |

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| | To approve as Agenda for today's BC Branch Executive Council Meeting as circulated via email on April 19, 2020.<br><br>**Motioned [John]. Seconded [Gethsemane ]** | |
| **3.00** | **Approval of Minutes** | |
| **3.01** | **Motion:**<br>To approve the drafted minutes from the BC Branch Executive Council Meeting held on December 17, 2019 as circulated via email on December 19, 2019.<br><br>**Motioned [John ].  Seconded [ Celine ].** | All |
| **4.00** | **Electronic Motions** | |
| **4.01** | **February 5, 2020 - Motion 2020-04**<br>**Motion:**<br>*To award Simon Jiang his choice of either a 2020 CIPHI Regular Membership or reimbursement of his delegate fee for the 2020 AEC in Ajax, Ontario; and to award Gordon Stewart a 2020 CIPHI Regular Membership*<br>**Motioned [Casey ].  Seconded [John ].**<br>**Carried:** February 10, 2020<br><br>-Simon will make a decision on his choice for the award. Casey will follow-up with Simon. | Casey |
| **5.00** | **Standing Business** | |
| 5.01 | **CoPE Update:**<br>-Stacey was not available<br>-Update from Casey: CoPE audit is ongoing | Stacey |
| 5.02 | **BC Page Update:**<br>**-**Stacey was not available | Stacey |
| 5.03 | **BOC Update:**<br>- Revamped practicum evaluation rubric and guidance documents to align with the new Instructional Objectives 2018.<br>- Documents have been posted on the CIPHI BOC webpage.<br>- Policies associated with the practicum have been revised. | Gary |

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| | - April BOC has been suspended. Will meet in May to revisit the April exam and the feasibility of the October 2020 exam. | |
| 5.04 | **Historian Update:**<br>-Tim was not available<br>-Update from Casey: Large number of retirees was reached out to be part of the covid reponse | Tim |
| 5.05 | **Finance Update**:<br>-Latest financials updated to March 31. Includes membership dues for Jan and Foodsafe certificates revenues from Jan to March<br>-Expenses: webinar costs<br>-Two categories (bank and visa fees) in the expenses spreadsheet were changed. Will not go over budget for bank and visa fees.<br>-Financials looking good<br>-Some increase in revenue from online Foodsafe courses | John |
| 5.08 | **Liaising with Ministry & Unions - News and Updates**<br>- Opportunity to discuss advocacy and EHO role recognition as part of COVID government response?<br>- Potential reach out to the ministry regarding EHO's role on covid response | Casey |
| 5.09 | **Social Media Update:**<br>-Paul was not available | Paul |
| 5.10 | **BCIT Branch Relations / Student Liaison**<br>-Jessica was not available | Jessica |
| 3.02 | **NEC Update**<br>Advocacy work with Be The Change group well underway<br>Focus is presently on COVID-19 response (nationally) vs broad/non-specific advocacy<br>Looking at short video clips, ad-buys, etc.<br>-2020 NEC is postponed | Casey |
| **7.0** | **New Business** | |
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| | Adjournment at 3:32pm | |

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| **Motioned [Elizabeth]. Seconded [ Jacqueline]** | |
| **Next Meeting: May 19, 2020** | |

| **Calendar of Events 2020** | |
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| **January** | • CIPHI CPC - PDHs due January 31st |
| **February** | |
| **March** | • World Water Day - March 22, 2020 |
| **April** | • CIPHI's Birthday - April 19, 2020 (107 years)<br>• BOC's – April 22, 2020 |
| **May** | |
| **June** | |
| **July** | |
| **August** | |
| **September** | • EPHW September 21-27, 2019<br>• World Environmental Health Day: September 26, 2020 |
| **October** | • BOC's – October 28, 2020<br>• AEC in Ajax, Ontario - October 4-7, 2020 |
| **November** | |
| **December** | |