

BC Branch CIPHI Executive Council Meeting

Minutes

February 23, 2021 from 08:45 to 10:15 PST
Via Google Meet

| ITEM | DETAILS | NAME (S) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | Location: Google Meet | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.00 | Roll Call | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Members | <table border="1"> <tbody> <tr> <td data-bbox="399 674 451 779"><input type="checkbox"/></td> <td data-bbox="451 674 574 779">Past President</td> <td data-bbox="574 674 724 779">Casey Neathway</td> <td data-bbox="756 674 808 779"><input type="checkbox"/></td> <td data-bbox="808 674 997 779">Counilor</td> <td data-bbox="997 674 1162 779">Jacqueline Chiu</td> </tr> <tr> <td data-bbox="399 779 451 884"><input type="checkbox"/></td> <td data-bbox="451 779 574 884">President</td> <td data-bbox="574 779 724 884">Stephanie Tooke</td> <td data-bbox="756 779 808 884"><input type="checkbox"/></td> <td data-bbox="808 779 997 884">Counilor</td> <td data-bbox="997 779 1162 884">Michael Wu</td> </tr> <tr> <td data-bbox="399 884 451 989"><input type="checkbox"/></td> <td data-bbox="451 884 574 989">President-Elect</td> <td data-bbox="574 884 724 989">VACANT</td> <td data-bbox="756 884 808 989"><input type="checkbox"/></td> <td data-bbox="808 884 997 989">Counilor</td> <td data-bbox="997 884 1162 989">Elizabeth Thomson</td> </tr> <tr> <td data-bbox="399 989 451 1094"><input type="checkbox"/></td> <td data-bbox="451 989 574 1094">Treasurer</td> <td data-bbox="574 989 724 1094">John Pickles</td> <td data-bbox="756 989 808 1094"><input type="checkbox"/></td> <td data-bbox="808 989 997 1094">Counilor</td> <td data-bbox="997 989 1162 1094">VACANT</td> </tr> <tr> <td data-bbox="399 1094 451 1199"><input type="checkbox"/></td> <td data-bbox="451 1094 574 1199">Executive Secretary</td> <td data-bbox="574 1094 724 1199">Celine Hsin</td> <td data-bbox="756 1094 808 1199"><input type="checkbox"/></td> <td data-bbox="808 1094 997 1199">Counilor</td> <td data-bbox="997 1094 1162 1199">VACANT</td> </tr> <tr> <td data-bbox="399 1199 451 1304"><input type="checkbox"/></td> <td data-bbox="451 1199 574 1304">Counilor</td> <td data-bbox="574 1199 724 1304">Aletta Schurter</td> <td data-bbox="756 1199 808 1304"><input type="checkbox"/></td> <td data-bbox="808 1199 997 1304">1st Year Student Liaison</td> <td data-bbox="997 1199 1162 1304">Shesha Sdikari</td> </tr> <tr> <td data-bbox="399 1304 451 1409"><input type="checkbox"/></td> <td data-bbox="451 1304 574 1409">Counilor</td> <td data-bbox="574 1304 724 1409">Paul Cseke</td> <td data-bbox="756 1304 808 1409"><input type="checkbox"/></td> <td data-bbox="808 1304 997 1409">2nd Year Student Liaison</td> <td data-bbox="997 1304 1162 1409">Amber Dhillon</td> </tr> <tr> <td data-bbox="399 1409 451 1514"><input type="checkbox"/></td> <td data-bbox="451 1409 574 1514">Counilor</td> <td data-bbox="574 1409 724 1514">Jessica Ip</td> <td colspan="3" data-bbox="756 1440 1162 1472">Guests:</td> </tr> <tr> <td data-bbox="399 1514 451 1619"><input type="checkbox"/></td> <td data-bbox="451 1514 574 1619">Counilor</td> <td data-bbox="574 1514 724 1619">Daniel Fong</td> <td colspan="3" data-bbox="756 1503 1162 1587">Stacey Sowa, CoPE BC Member Gary Tam, BoC BC Member Tim Roark, BC Branch Historian</td> </tr> </tbody> </table> <p data-bbox="399 1619 724 1671"><i>Those highlighted in yellow are absent</i></p> <p data-bbox="789 1629 1138 1661"><i>*Indicates maternity/paternal leave</i></p> <p data-bbox="399 1734 675 1766">Call to order: 8:49am</p> | <input type="checkbox"/> | Past President | Casey Neathway | <input type="checkbox"/> | Counilor | Jacqueline Chiu | <input type="checkbox"/> | President | Stephanie Tooke | <input type="checkbox"/> | Counilor | Michael Wu | <input type="checkbox"/> | President-Elect | VACANT | <input type="checkbox"/> | Counilor | Elizabeth Thomson | <input type="checkbox"/> | Treasurer | John Pickles | <input type="checkbox"/> | Counilor | VACANT | <input type="checkbox"/> | Executive Secretary | Celine Hsin | <input type="checkbox"/> | Counilor | VACANT | <input type="checkbox"/> | Counilor | Aletta Schurter | <input type="checkbox"/> | 1st Year Student Liaison | Shesha Sdikari | <input type="checkbox"/> | Counilor | Paul Cseke | <input type="checkbox"/> | 2nd Year Student Liaison | Amber Dhillon | <input type="checkbox"/> | Counilor | Jessica Ip | Guests: | | | <input type="checkbox"/> | Counilor | Daniel Fong | Stacey Sowa, CoPE BC Member Gary Tam, BoC BC Member Tim Roark, BC Branch Historian | | | All |
| <input type="checkbox"/> | Past President | Casey Neathway | <input type="checkbox"/> | Counilor | Jacqueline Chiu | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | President | Stephanie Tooke | <input type="checkbox"/> | Counilor | Michael Wu | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | President-Elect | VACANT | <input type="checkbox"/> | Counilor | Elizabeth Thomson | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | Treasurer | John Pickles | <input type="checkbox"/> | Counilor | VACANT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | Executive Secretary | Celine Hsin | <input type="checkbox"/> | Counilor | VACANT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | Counilor | Aletta Schurter | <input type="checkbox"/> | 1st Year Student Liaison | Shesha Sdikari | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | Counilor | Paul Cseke | <input type="checkbox"/> | 2nd Year Student Liaison | Amber Dhillon | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | Counilor | Jessica Ip | Guests: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | Counilor | Daniel Fong | Stacey Sowa, CoPE BC Member Gary Tam, BoC BC Member Tim Roark, BC Branch Historian | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 1.1 | <p>Confirm quorum (Bylaw 5.5 - <i>The quorum for the transaction of business at an Executive Committee meeting is five</i>)</p> <p>Quorum Met [x]. Quorum not met [].</p> | All |
| 2.00 | <p>Approval of Agenda</p> <p>Motioned [Michael]. Seconded [Jackie]</p> | All |
| 2.01 | <p>Additions to Agenda:</p> <p>Motion: To approve the Agenda for today's BC Branch Executive Council Meeting as circulated via email on February 22, 2021.</p> <p>Motioned [Jessica]. Seconded [Michael]</p> | All |
| 3.00 | Approval of Minutes | |
| 3.01 | <p>Motion: To approve the drafted minutes from the BC Branch Executive Council Meeting held on January 19, 2021 as circulated via email on January 18, 2021.</p> <p>Motioned [Jessica]. Seconded [Michael].</p> | All |
| 4.00 | Electronic Motions | |
| | <p><u>MOTION 1:</u> <i>To use reserve funds to purchase CIPHI BC branded reusable face masks to be distributed to each registered CIPHI member in B.C..</i></p> <p>Plurality in favour received February 3, 2021.</p> <p><u>MOTION 2:</u> <i>To confirm the BCIT Environmental Health faculty nominating Elliot Spicer as the recipient for the 2021 John A Stringer CIPHI Award.</i></p> <p>Plurality in favour received February 3, 2021.</p> | |
| 5.00 | Standing Business | |

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| 5.01 | CoPE Update: <ul style="list-style-type: none"> • Stacey not available for update | Stacey |
| 5.02 | BC Page Update: <ul style="list-style-type: none"> • Winter 2021 Edition launched January 30th, 2021 | Stacey |
| 5.03 | BOC Update: <ul style="list-style-type: none"> • The Board of Certification is seeking one representative from British Columbia, Alberta or Saskatchewan for the National Exam Panel. • Jan 20, 2021 BOC -some challenges with finding venue • Next BOC on April 28,2021 • Working on contingency incase lockdown occurs in different parts of the country • In April we will have a first time international candidate program <ul style="list-style-type: none"> -> challenge exam offered, if passed, they can enter the practicum program and proceed with certification exam (skips the 2 year education program) ->challenge exam will occur on the same date as the April BOC ->multiple choice exam, centered around educational objectives | Gary |
| 5.04 | Historian Update: <ul style="list-style-type: none"> • Tim not available for update | Tim |
| 5.05 | Finance Update: <ul style="list-style-type: none"> • Treasurer's Report <ul style="list-style-type: none"> ○ Finalised report for 2020 year end ○ Slight revision may be needed • Revenue is good, membership dues better than expected • Some expenses reduced due to reduced activities | John |
| 5.06 | Liaising with Ministry & Unions - News and Updates <ul style="list-style-type: none"> • New Executive Director of Health Protection Branch (Tim Lambert out, Trish Sterloff in) <ul style="list-style-type: none"> ○ Casey to reach out and make introductions, begin dialogue ○ ACTION - To follow up with Casey | Casey |
| 5.07 | Social Media Update: <ul style="list-style-type: none"> • Casey not available for update | Casey |

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| 5.08 | BCIT Branch Relations / Student Liaison <ul style="list-style-type: none"> No report | Jessica |
| 5.09 | NEC Update <ul style="list-style-type: none"> CIPHI Website Update <ul style="list-style-type: none"> Branch websites will transition from independent sites into drop down housed under the main CIPHI website <ul style="list-style-type: none"> Provinces with webmasters will still manage their own “site” Provinces will maintain some individuality with adding province specific news to their “site” but goal is to create a cohesive and consistent approach Webinaires coming this May, will be held last week of each month Virtual social events coming this year ACTION <ul style="list-style-type: none"> Stephanie to send email out regarding sitting on national exam panel Stephanie to find out if there is a fee for the webinaires and workshops | Steph |
| 6.0 | Old Business | |
| | Education Committee | |
| 6.1 | ACTION <ul style="list-style-type: none"> Need a new member of Education Committee | Stephanie |
| | Executive Council | |
| 6.2 | ACTION <ul style="list-style-type: none"> President-Elect & Three Councilor positions vacant | Stephanie |
| 7.0 | New Business | |
| | CIPHI BC Awards | |
| 7.1 | <ul style="list-style-type: none"> To reach out to Dr. Bonnie Henry’s office to determine how to present her award <ul style="list-style-type: none"> Letter to Dr. Bonnie Henry’s office has been drafted, signed and mailed to her office | Jessica |

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| | <ul style="list-style-type: none"> ● Logistics on how presentations of the Alex Nilsson award and the Member of the Year award TBD <ul style="list-style-type: none"> ○ Both recipients will be made aware of their awards Feb 24,2021 ○ Virtual meeting 10:30am Feb 24 to present award | |
| 7.2 | <p>Adobe Connect</p> <ul style="list-style-type: none"> ● Adobe Connect has been renewed for another year | Stephanie |
| 7.3 | <p>CIPHI BC Masks</p> <ul style="list-style-type: none"> ● Motion has passed to use reserve funds to purchase mask for members <ul style="list-style-type: none"> ○ Jessica has placed order with supplier ○ Can expect the masks around end of March ○ Navy blue mask with white ciphi logo on lower left cheek ○ Three layer cotton mask with filter pocket ○ Opportunity for non-ciphi members to purchase extra masks ○ Social media engagement opportunity <p>ACTION</p> <ul style="list-style-type: none"> ● John to write cheque for the mask deposit ● John to determine sale price for extra ciphi masks for EHOs who are not ciphi members | Stephanie/Jessica |
| | Adjournment at 9:30am Motioned [Jessica]. Seconded [Michael] | |
| | Next Meeting: (Monday, March 16, 2021) | |