

BC Branch CIPHI Executive Council Meeting

Agenda

August 23rd, 2022 from 08:45 to 10:15 PST
Via Google Meet

ITEM	DETAILS	NAME (S)																																																						
	Location: Google Meet																																																							
1.00	Roll Call																																																							
Members	<table border="1"> <tr> <td data-bbox="396 709 451 785"><input type="checkbox"/></td> <td data-bbox="451 709 574 785">Past President</td> <td data-bbox="574 709 724 785">Casey Neathway</td> <td data-bbox="753 709 808 785"><input type="checkbox"/></td> <td data-bbox="808 709 997 785">Councillor</td> <td data-bbox="997 709 1162 785">Tegbir Gill</td> </tr> <tr> <td data-bbox="396 785 451 861"><input type="checkbox"/></td> <td data-bbox="451 785 574 861">President</td> <td data-bbox="574 785 724 861">Stephanie Tooke</td> <td data-bbox="753 785 808 861"><input type="checkbox"/></td> <td data-bbox="808 785 997 861">Councillor</td> <td data-bbox="997 785 1162 861">Timothy Millard</td> </tr> <tr> <td data-bbox="396 861 451 936"><input type="checkbox"/></td> <td data-bbox="451 861 574 936">President-Elect</td> <td data-bbox="574 861 724 936">Valerie Jackson</td> <td data-bbox="753 861 808 936"><input type="checkbox"/></td> <td data-bbox="808 861 997 936">Councillor</td> <td data-bbox="997 861 1162 936">VACANT</td> </tr> <tr> <td data-bbox="396 936 451 1012"><input type="checkbox"/></td> <td data-bbox="451 936 574 1012">Treasurer</td> <td data-bbox="574 936 724 1012">John Pickles</td> <td data-bbox="753 936 808 1012"><input type="checkbox"/></td> <td data-bbox="808 936 997 1012">Councillor</td> <td data-bbox="997 936 1162 1012">VACANT</td> </tr> <tr> <td data-bbox="396 1012 451 1087"><input type="checkbox"/></td> <td data-bbox="451 1012 574 1087">Executive Secretary</td> <td data-bbox="574 1012 724 1087">Celine Hsin</td> <td data-bbox="753 1012 808 1087"><input type="checkbox"/></td> <td data-bbox="808 1012 997 1087">Councillor</td> <td data-bbox="997 1012 1162 1087">VACANT</td> </tr> <tr> <td data-bbox="396 1087 451 1163"><input type="checkbox"/></td> <td data-bbox="451 1087 574 1163">Councillor</td> <td data-bbox="574 1087 724 1163">Amber Lee</td> <td data-bbox="753 1087 808 1163"><input type="checkbox"/></td> <td data-bbox="808 1087 997 1163">1st Year Student Liaison</td> <td data-bbox="997 1087 1162 1163"></td> </tr> <tr> <td data-bbox="396 1163 451 1239"><input type="checkbox"/></td> <td data-bbox="451 1163 574 1239">Councillor</td> <td data-bbox="574 1163 724 1239">Jessica Ip</td> <td data-bbox="753 1163 808 1239"><input type="checkbox"/></td> <td data-bbox="808 1163 997 1239">2nd Year Student Liaison</td> <td data-bbox="997 1163 1162 1239"></td> </tr> <tr> <td data-bbox="396 1239 451 1314"><input type="checkbox"/></td> <td data-bbox="451 1239 574 1314">Councillor</td> <td data-bbox="574 1239 724 1314">Jacqueline Chiu</td> <td colspan="3" data-bbox="753 1239 1162 1386"> Guests: <i>Stacey Sowa, CoPE BC Member</i> <i>Angela Whalen, BoC BC Member</i> <i>Tim Roark, BC Branch Historian</i> <i>Elden Chan, Webmaster</i> </td> </tr> <tr> <td data-bbox="396 1314 451 1390"><input type="checkbox"/></td> <td data-bbox="451 1314 574 1390">Councillor</td> <td data-bbox="574 1314 724 1390">Meghan Byrnes</td> <td colspan="3" data-bbox="753 1386 1162 1562"> <i>*Indicates maternity/paternal leave</i> </td> </tr> </table> <p data-bbox="396 1705 724 1764"><i>Those highlighted in yellow are absent</i></p> <p data-bbox="396 1822 701 1860">Call to order: 8:55am</p>	<input type="checkbox"/>	Past President	Casey Neathway	<input type="checkbox"/>	Councillor	Tegbir Gill	<input type="checkbox"/>	President	Stephanie Tooke	<input type="checkbox"/>	Councillor	Timothy Millard	<input type="checkbox"/>	President-Elect	Valerie Jackson	<input type="checkbox"/>	Councillor	VACANT	<input type="checkbox"/>	Treasurer	John Pickles	<input type="checkbox"/>	Councillor	VACANT	<input type="checkbox"/>	Executive Secretary	Celine Hsin	<input type="checkbox"/>	Councillor	VACANT	<input type="checkbox"/>	Councillor	Amber Lee	<input type="checkbox"/>	1st Year Student Liaison		<input type="checkbox"/>	Councillor	Jessica Ip	<input type="checkbox"/>	2nd Year Student Liaison		<input type="checkbox"/>	Councillor	Jacqueline Chiu	Guests: <i>Stacey Sowa, CoPE BC Member</i> <i>Angela Whalen, BoC BC Member</i> <i>Tim Roark, BC Branch Historian</i> <i>Elden Chan, Webmaster</i>			<input type="checkbox"/>	Councillor	Meghan Byrnes	<i>*Indicates maternity/paternal leave</i>			All
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	* denotes that a document was circulated for NEC to review prior to the meeting	
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 []. Quorum not met [x].</p> <p><i>Quorum not met. Meeting will resume on Sept 20, 2022.</i></p>	All
2.00	Approval of Agenda	All
2.01	<p>Additions to Agenda:</p> <ul style="list-style-type: none"> • <p>Motion:To approve the Agenda for today's BC Branch Executive Council Meeting as circulated via email August 23rd, 2022</p> <p>Motioned []. Seconded []</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 July 19th, 2022.</p> <p>Motioned []. Seconded [].</p>	All
4.00	Motions	
	<p>Motion:</p> <ul style="list-style-type: none"> • Electronic motion for approval of CIPHI campaign - Motion passed August 10th, 2022 	All
5.00	Standing Business	
5.01	CoPE Update:	Stacey

	<ul style="list-style-type: none"> • 	
5.02	BC Page Update: <ul style="list-style-type: none"> • Summer issue released 	Stacey
5.03	BOC Update: <ul style="list-style-type: none"> • BOC regulations being reviewed and updated • Updating written assessment process 	Stephanie/ Angela
5.04	Historian Update: <ul style="list-style-type: none"> • 	Stephanie/Tim
5.05	Finance Update: * <ul style="list-style-type: none"> • 	John
5.06	Liaising with Ministry & Unions - News and Updates <ul style="list-style-type: none"> • Emailed drafted and sent to Ministry requesting a meeting to discuss a Ministerial Order establishing the Canadian Institute of Public Health Inspector's Continuing Professional Competency (CPC) program as the standard for ongoing training for environmental health officers in BC <ul style="list-style-type: none"> - No reply yet 	Stephanie
5.07	Engagement/Social Media Update: <ul style="list-style-type: none"> • Reminder: Have bio on the ciphi bc page for executive council members Action: Stephanie to connect with Elden on updating the BC CIPHI website to include the BC Branch Minutes. Stephanie to connect with Casey on historical minutes.	Valerie/Teg
5.08	BCIT Branch Relations / Student Liaison	Jessica

	<ul style="list-style-type: none"> ● Mentorship Program <ul style="list-style-type: none"> ○ ○ Action: Stephanie to send the poster to retirees ○ Action: Stephanie to connect with Elden to link the pdf to CIPHI BC website 	
5.09	<p>NEC Update</p> <ul style="list-style-type: none"> ● Annual Education Conference next month <ul style="list-style-type: none"> ○ NEC to be meeting as a group and with BOC and CoPE ● National AGM preparation taking place 	Steph
6.0	Old Business	
6.1	<p>Education Committee</p> <ul style="list-style-type: none"> ● Action: Teg, Valerie and Stephanie to connect and revitalize the education committee ● Suggestion: <ul style="list-style-type: none"> ○ Review each Ciphi committee to balance out the members in each committee ○ Create goals within each committee and have committee members meet outside of council meeting to work towards that goal 	Stephanie/Teg
6.2	<p>Executive Council</p> <p>ACTION</p> <ul style="list-style-type: none"> ● 4 Councilor Positions Vacant <ul style="list-style-type: none"> ■ Please recruit 	Stephanie
7.0	New Business	
7.1	<p>CIPHI Emails - Only Use this for CIPHI communications</p> <ul style="list-style-type: none"> ● ● Action for all: Verify and confirm with Stephanie that your CIPHI BC Branch email is active and working ● Future communications will be sent to the cphi email 	Stephanie

7.2	<p>Branch AGM</p> <ul style="list-style-type: none"> • Preparations will have to commence <ul style="list-style-type: none"> ○ Discuss <ul style="list-style-type: none"> ■ When ■ In Person or Hybrid 	Stephanie
	Adjournment at Motioned []. Seconded []	
	Next Meeting: (Tuesday, September 20th, 2022)	