

BC Branch CIPHI Executive Council Meeting

Agenda

March 15th, 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><input type="checkbox"/></td> <td>Past President</td> <td>Casey Neathway</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Tegbir Gill</td> </tr> <tr> <td><input type="checkbox"/></td> <td>President</td> <td>Stephanie Tooke</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td><input type="checkbox"/></td> <td>President-Elect</td> <td>Valerie Jackson</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Treasurer</td> <td>John Pickles</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Executive Secretary</td> <td>Celine Hsin</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Amber Lee</td> <td><input type="checkbox"/></td> <td>1st Year Student Liaison</td> <td>Payman Baharmand</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Michael Wu</td> <td><input type="checkbox"/></td> <td>2nd Year Student Liaison</td> <td>Aman Dhaliwal</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Jessica Ip</td> <td colspan="3">Guests:</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Jacqueline Chiu</td> <td colspan="3"><i>Stacey Sowa, CoPE BC Member Angela Whalen, BoC BC Member Tim Roark, BC Branch Historian Elden Chan, Webmaster</i></td> </tr> </table> <p align="center"><i>*Indicates maternity/paternal leave</i></p> <p><i>Those highlighted in yellow are absent</i></p> <p>Call to order: 8:53am</p>	<input type="checkbox"/>	Past President	Casey Neathway	<input type="checkbox"/>	Councillor	Tegbir Gill	<input type="checkbox"/>	President	Stephanie Tooke	<input type="checkbox"/>	Councillor	VACANT	<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	Payman Baharmand	<input type="checkbox"/>	Councillor	Michael Wu	<input type="checkbox"/>	2nd Year Student Liaison	Aman Dhaliwal	<input type="checkbox"/>	Councillor	Jessica Ip	Guests:			<input type="checkbox"/>	Councillor	Jacqueline Chiu	<i>Stacey Sowa, CoPE BC Member Angela Whalen, BoC BC Member Tim Roark, BC Branch Historian Elden Chan, Webmaster</i>			All
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	* denotes that a document was circulated for NEC to review prior to the meeting	
1.1	Confirm quorum (Bylaw 5.5 - <i>The quorum for the transaction of business at an Executive Committee meeting is five</i>) Quorum Met [x]. Quorum not met [].	All
2.00	Approval of Agenda	All
2.01	Additions to Agenda: <ul style="list-style-type: none"> • CIPHI Masks (Agenda 7.6) Motion: To approve the Agenda for today's BC Branch Executive Council Meeting as circulated via email March 14th, 2022 Motioned [John]. Seconded [Jackie]	All
3.00	Approval of Minutes	
3.01	Motion: To approve the drafted minutes from the BC Branch Executive Council Meeting held on February 15th, 2022. Motioned [John]. Seconded [Celine].	All
4.00	Electronic Motions	
	Motion: None	All
5.00	Standing Business	
5.01	CoPE Update: <ul style="list-style-type: none"> • New member service launched 	Stephanie

5.02	BC Page Update: <ul style="list-style-type: none"> • Spring 2022 issue will be issued at end of April • Still looking for an additional editor 	Stephanie
5.03	BOC Update: <ul style="list-style-type: none"> • One individual interested in being the BOC exam coordinator, next steps underway 	Stephanie
5.04	Historian Update: <ul style="list-style-type: none"> • Working on how to get the CIPHI crest updated 	Stephanie
5.05	Finance Update: * <ul style="list-style-type: none"> • Revenue is healthy 	John
5.06	Liaising with Ministry & Unions - News and Updates <ul style="list-style-type: none"> • No updates 	Stephanie
5.07	Engagement/Social Media Update: <ul style="list-style-type: none"> • No updates <p>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.</p> <p>Action: Stephanie to connect with Teg on the communication plan, including mentorship program promotion</p> <p>Action: Teg to connect with Valerie on helping with the social media/engagement team</p> <p>Action: Stephanie to connect with Stacey regarding updating the bc ciphi website and other web platforms</p>	Stephanie

5.08	<p>BCIT Branch Relations / Student Liaison</p> <ul style="list-style-type: none"> ● Discuss mentorship program final review <ul style="list-style-type: none"> ○ Next Steps <ul style="list-style-type: none"> ■ Action: Jessica to send the final document to BCIT for feedback and buy in (first step) ■ Send the final document to Tim to circulate to retirees for support (later step) 	Jessica
5.09	<p>NEC Update</p> <ul style="list-style-type: none"> ● Meeting to be held Friday, March 18th, 2022 ● In person meeting for NEC happening April 9th and 10th, 2022 in Victoria, BC 	Steph
6.0	Old Business	
6.1	<p>Education Committee</p> <ul style="list-style-type: none"> ● Teg and Stephanie to connect and revitalize the education committee 	Stephanie/Teg
6.2	<p>Executive Council</p> <p>ACTION</p> <ul style="list-style-type: none"> ● 4 Councilor Positions <ul style="list-style-type: none"> ○ Vacant <ul style="list-style-type: none"> ■ Please recruit ■ Criteria: Nomination form and CV <p>See Agenda 7.1 for new councilor nomination form submitted</p>	Stephanie
7.0	New Business	
7.1	<p>Nomination for New Councilor - to be done electronically on Mar 18</p> <p><i>To nominate Meghan Byrnes to sit as councilor on the CIPHI BC Branch.</i></p> <p>Motioned []. Second [].</p>	Stephanie

7.2	<p>BC Branch Crest - Update to Reflect Current State</p> <ul style="list-style-type: none"> • BC Branch crest will be changed to the official BC Branch crest to the incorporated date of 1967. <p>Action: Tim to verify the incorporated year and original crest design to send to Stephanie</p>	Tim/Stephanie
7.4	<p>CIPHI Emails - Only Use</p> <ul style="list-style-type: none"> • Mentioned during NEC meeting to only use CIPHI provided emails to minimize security risk(s) <ul style="list-style-type: none"> ○ Going forward, use CIPHI email for communication to avoid viruses ○ Action: Stephanie to send out a test email to see which ciphi emails bounce back 	Stephanie
7.5	<p>Collective Bargaining - Reclass for BC EHO</p> <ul style="list-style-type: none"> • Draft letter sent and reviewed • Waiting for edits before sending to Union 	Jessica
7.6	<p>CIPHI Masks</p> <ul style="list-style-type: none"> • Leftover masks to be sent to the new CIPHI members • Action: Stephanie to cross reference the membership list to create a list of new members to send the masks to 	Jessica
	Adjournment at 9:23AM Motioned [Jessica]. Seconded [Jackie]	
	Next Meeting: (Tuesday, April 19th, 2022)	