

BC Branch CIPHI Executive Council Meeting

Minutes

May 2, 2023 from 08:45 to 9:45 PST
Via Google Meet

meet.google.com/dtd-yrjj-wkm

ITEM	DETAILS	NAME (S)																																																						
	Location: Google Meet (meet.google.com/dtd-yrjj-wkm)																																																							
1.00	Roll Call																																																							
Members	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%;">Past President</td> <td style="width: 30%;">Stephanie Tooke</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%;">Councillor</td> <td style="width: 30%;">Tegbir Gill</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>President</td> <td>Valerie Jackson</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>Timothy Millard</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>President -Elect</td> <td>VACANT</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Treasurer</td> <td>John Pickles</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Executive Secretary</td> <td>Celine Hsin</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>Amber Lee</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>1st Year Student Liaison</td> <td>Ricky Santos</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>Jessica Ip</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>2nd Year Student Liaison</td> <td>Payman Baharmand</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>Jacqueline Chiu</td> <td colspan="3" style="background-color: #0056b3; color: white;">Guests:</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Councillor</td> <td>Meghan Byrnes</td> <td colspan="3" style="background-color: #e6f2ff;"> <i>Stacey Sowa, CoPE BC Member Angela Whalen, BoC BC Member Tim Roark, BC Branch Historian Elden Chan, Webmaster</i> </td> </tr> </table> <p style="text-align: center; margin-top: 10px;"><i>*Indicates maternity/paternal leave</i></p> <p style="text-align: center; margin-top: 10px;"><i>Those highlighted in yellow are absent</i></p>	<input type="checkbox"/>	Past President	Stephanie Tooke	<input type="checkbox"/>	Councillor	Tegbir Gill	<input type="checkbox"/>	President	Valerie Jackson	<input type="checkbox"/>	Councillor	Timothy Millard	<input type="checkbox"/>	President -Elect	VACANT	<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	Ricky Santos	<input type="checkbox"/>	Councillor	Jessica Ip	<input type="checkbox"/>	2nd Year Student Liaison	Payman Baharmand	<input type="checkbox"/>	Councillor	Jacqueline Chiu	Guests:			<input type="checkbox"/>	Councillor	Meghan Byrnes	<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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	<p>Call to order:</p> <p>* denotes that a document was circulated for NEC to review prior to the meeting</p>	
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>Quorum not met as of 9:00am, meeting will be rescheduled.</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 April 19, 2023</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 March 30, 2023.</p> <p>Motioned []. Seconded [].</p>	All
4.00	Motions	
	<p>Motion:</p> <ul style="list-style-type: none"> • 	All

5.00	Standing Business	
5.01	CoPE Update: <ul style="list-style-type: none"> • 	Stacey
5.02	BC Page Update: <ul style="list-style-type: none"> • 	Stacey
5.03	BOC Update: <ul style="list-style-type: none"> • 	Angela
5.04	Historian Update: <ul style="list-style-type: none"> • Previous Action: Valerie to follow-up with Tim on the revision of the BC Branch Crest design	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"> • 	Valerie
5.07	Engagement/Social Media Update: <ul style="list-style-type: none"> • 	Valerie/ Teg

5.08	<p>BCIT Branch Relations / Student Liaison</p> <ul style="list-style-type: none"> ● CIPHI BC mentorship feedback and summary of evaluation forms has been completed. <ul style="list-style-type: none"> ○ Overall, the comments and feedback based on the ratings are very positive. Everyone was able to meet as agreed and had the opportunity to share their experiences. ○ From the Mentees' point of view, it is evident they got a better understanding of the practice, improved their readiness, got the opportunity to network and found it beneficial. ○ It was difficult as to know whether the experience benefited the Mentors as much as the Mentees based on the answers ● Mentorship program will continue this year ● Mentorship package has been sent to BCIT and student reps <p>Completed Action: Jessica to send pdf version of the mentorship guide to Elden to link to website</p>	Jessica updated via email
5.09	<p>NEC Update</p> <ul style="list-style-type: none"> ● 	Valerie
6.0	Old Business	
6.1	<p>Executive Council</p> <p>ACTION</p> <ul style="list-style-type: none"> ● 4 Councilor Positions Vacant <ul style="list-style-type: none"> ○ Please continue to recruit ● Call for president elect. Position is vacant for 2023. ● One expression of interest for councilor position received 	Valerie
6.2	<p>CIPHI Emails</p> <p>Action in progress: Valerie to create new CIPHI email for Jackie and Jessica. Previous email could not be accessed.</p>	Valerie

7.0	New Business	
7.1	Recruitment and Retention - CIPHI BC Branch Recruitment Presentation <ul style="list-style-type: none"> • Discussion on recruitment and retention 	Valerie
	Adjournment at: Motioned []. Seconded []	
	Next Meeting: May 30 , 2023	