

MINUTES

National Executive Council Meeting
Mettara Hotel on Whyte
10454-82nd Ave
Edmonton, AB
October 17, 2009

ITEM	DETAILS	ACTION ITEM(S)
	Meeting called to order by A Grant at 08:35	
1.00	Roll Call	
	<p>Present: Present: Adam Grant (National President), Phi Phan (President-Elect), Koreen Anderson (AB Branch President), Ken Cross (SK Branch President), Rick Sokolowski (MB Branch President), Peter Heywood (ON Branch President), Josee Theriault (NB Branch President), Barry MacGregor (NS/PEI Branch President), Claudia Kurzac (Immediate Past-President)</p> <p>Regrets: J. Egeler (BC Branch), D. Johnston (NL Branch)</p> <p>Guests: Ken Diplock (ON Branch President-Elect)</p>	
4.00	Business Arising	
4.01	<p>Certification Wallet Cards</p> <ul style="list-style-type: none"> C. Kurzac reported that the new certification wallet cards have been purchased along with a printer and necessary accessories. There is a need for a policy & procedure regarding the replacement of wallet cards. Some discussion about the need for a membership wallet card. Concluded that there is no need at this time for a membership wallet card. Noted that we need to add "This card is the property of CIPHI" to the printing on the card. It was suggested that all certification wallet cards be replaced beginning with members renewing in 2010. 	<p>C. Kurzac to work with A. Thomas to develop a P & P for replacing certification wallet cards.</p> <p>C. Kurzac to coordinate wallet card distribution with CIPHI office.</p>
4.02	CIPHI Stationary	
4.03	<p>EHR Editor</p> <ul style="list-style-type: none"> A. Grant has confirmed with the EHR editor that the final issue will be winter 2010. 	
4.04	<p>Scope of Practice Document</p> <ul style="list-style-type: none"> To be posted under historical CPC documents 	

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4.05	<p>Strategic Planning Session</p> <ul style="list-style-type: none"> Discussed the need to hold a strategic planning session in 2010. Tentatively scheduled for March 2010 in Vancouver. 	<p>P. Phan to contact MNP to see if they can facilitate.</p> <p>C. Kurzac to contact BCIT re: meet & greet with the students</p>
4.06	<p>Sabbatical Exchange to New Orleans</p> <ul style="list-style-type: none"> Have not yet received a report. 	<p>C. Kurzac to contact B. Johnson regarding his report and to remind him to submit an abstract for the 2010 conference.</p>
4.07	<p>Parliamentarian</p> <ul style="list-style-type: none"> There is a need to have a parliamentarian for the AGM. Constitution needs to be reviewed to see if it's in line with Roberts Rules. Discussion around associate member category; concern around erosion of designation by allowing a separate category such as this to exist. Uptake of membership in this category has been minimal. 	<p>P. Heywood to review constitution for compliance with Robert's Rules of Order.</p> <p>Notice of motions need to be filed with CIPHI office 90 days in advance of AGM. Constitution portfolio chair to coordinate (P. Heywood)</p> <p>C. Kurzac to source out a registered parliamentarian for AGM in Vancouver.</p>
4.08	<p>Employers consortium</p> <ul style="list-style-type: none"> Most of the Health Protection leaders in all provinces meet regularly and there isn't a need for a consortium at this time. Need to make sure we engage with the leaders on issues. 	
4.09	<p>Ethics Workshop</p> <ul style="list-style-type: none"> Have a lead on a speaker for public health ethics but difficult to connect. Speaker would like to disseminate a national survey through NEC and would be open to conducting a workshop. 	<p>P. Heywood to follow-up with NCCEH and ethics speaker re: a workshop on ethics and water</p>

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		workshop during conference.
5.00	New Business	
	None	
6.00	Other	
	None.	
7.00	Adjournment MOTION: Motion to adjourn on October 17, 2009 <i>K CROSS/R SOKOLOWSKI Carried</i>	
8.00	Next Meeting At the call of the chair. Tentatively March or April 2010.	

Approved December 19, 2009