

Meeting Minutes

August 22, 2014

Minutes

NEC Members: Gary O'Toole (President), Crystal Brown (BC President), Jason MacDonald (AB President), Kari Engele-Carter (SK President), Kathleen Martin (MB President), Cameron Weighill (ON President), Sean O'Toole (NS/PEI President), Douglas Walker (NB)

Regrets: Laurie Hearn (NL President), Mark Allen (NB President)

Invited Guests: Tim Roark, Nina van der Pluijm

Minutes for this meeting will be recorded by British Columbia Branch (Crystal Brown)

#	Item	Notes	Lead
1	Welcome & Roll Call		Gary O'Toole
2	Agenda & Minutes		
2.01	Agenda approval/additions	Motion to approve minutes by Sean O'Toole Seconded by Cameron Weighill MOTION PASSED	Gary O'Toole
2.02	Minutes approval/corrections	Approval of meeting minutes for July pre-conference meeting Motion by Cameron Weighill Seconded by Sean O'Toole MOTION PASSED	Gary O'Toole
3	Review of Electronic Motions		
	None	<i>No electronic motions since the last meeting.</i>	
4	Standing Committee Reports		
4.01	Environmental Public Health Week	Sent out banners last week. Changes will be made to post it on MSC. Proclamation will be finalized next week and distributed. Suggestion to have the committee work wrapped prior to summer next year.	Crystal Brown
4.02	Communications		Peter Heywood
4.03	Website		Mike leBlanc

4.04	Finance and Audit	A new finance committee is needed, orientation policy needs to be reviewed Budget needs to be prepared for 2015. Process for improving invoices needs to be streamlined. The committee, once established, will fine tune this process.	Crystal Brown
4.05	Member Service Centre	Various updates are underway. Branch presidents will be contacted soon about regional zones to be added to the system. Action: Cameron will circulate proposed text for renewal form for discussion and approval prior to the next meeting.	Barbara Krar
4.06	Appeal Review Committee	One appeal was received for the spring exams. NEC needs to look at back-up for appeals committee. Action: Kathleen to bring forward suggestions for back-up for future meetings.	Kathleen Martin
5	Other Committee and Appointee Reports		
5.01	CIPHI Retirees Committee	No update	Pamela Scharfe
5.02	IFEH	No update	Robert Bradbury
5.03	Awards Committee	No update	Jason/Sean
6	Corporate Reports		
6.01	Environmental Health Foundation of Canada	No update. Suggestion from Tim: Numbering convention from our meeting minutes will be changed to ensure the minutes are easily tracked and known to be complete. Action: Kathleen will begin revised numbering convention for June meeting.	Ron deBurger/Tim Roark
6.02	Board of Certification	Update/inquiry on Quebec website, school and technician training Action: Gary should connect with Phi on this issue to determine if any next steps are required for outreach. Nina provided an update on several revisions to BOC regulations. The BOC has moved and passed motions pertaining to a repeal of section 23(2)(a) that deals with publishing the name of newly certified individuals. The NEC is in agreement with these changes.	Nina van der Pluijm
6.03	Council of Professional Experience	No Update	Craig Nowakowski/ Henry Chong

6.04	Environmental Health Review	No Update	Andrew Papadopoulos
7	Conference Updates		
7.01	AEC 2014 Planning Update	A conference profit is projected.	Laurie Hearn
7.02	AEC 2015 Planning Update	Discussion on seed money. The motion passed at the last meeting exceeds what we originally agreed to in terms of the \$20,000 limit.	Cameron Weighill
7.03	2016 AEC Bid(s)		Jason MacDonald
8	'Parking Lot' Business (Items that appeared on a previous agenda that have not been dealt with as of yet)		
8.01	None		
9	New Business		
9.01	Online voting	https://www.simplyvoting.com/	Cameron Weighill
9.02	Contract Renewal	MPS, HER contracts needs to be reviewed and renewed	tabled
9.03	Rep for NCCMT knowledge translation	Action: Kathleen will send update of her conversation with Stefane on this role.	tabled
9.04	National President	Succession planning, a message will be sent to members that president position is available effective January 1, and president elect is vacant.	Gary O'Toole
10	Next Meeting		
10.01	Meeting Schedule	All meetings start at 9:00 A.M. Pacific Time and are scheduled for 90 minutes unless otherwise indicated. Next Meeting: <ul style="list-style-type: none"> • Saturday September 20 Upcoming Meetings: <ul style="list-style-type: none"> • Friday October 17 • Saturday November 15 	Gary O'Toole
10.02	Adjournment	Motion to adjourn made by Crystal Brown Seconded by Kathleen Martin MOTION PASSED	Gary O'Toole