

NEC Teleconference

December 16th, 2016 9:00 am Pacific time

Dial: 1-866-613-5223
Participant Code: 3856647

Approved Minutes

NEC Members: Ann Thomas (President), Dale Chen (BC President), Kari Engele-Carter (SK President), Ali Rana (MB President), Raymond Ramdayal (ON President); Nina van der Pluijm (NB President)

Guests: Garth Gosselin (Chair BOC); Keir Cordner (Chair COPE),

Regrets: Thomas Cheung (AB President), Sara Baird (NS/PEI President),

Minute Taker: Kari Engele-Carter

#	Item	Outcome	Action	Lead
1	Welcome & Roll Call			
2	Agenda & Minutes			
2.01	Agenda approval/additions			
2.02	Minutes Approval	Motion to approve of November 19 th , 2016 as circulated. Moved by Ann Seconded by Dale. CARRIED		
2.03	NEC Outstanding Action Items	Confirmation that survey was forwarded by NEC to members. Kari to forward to Sask Branch; unknown if AB & NS/PEI members received; All others confirmed to have forwarded to Branch Members. CoPE has sufficient capacity and do not need additional members at this time.	Send to Sask branch members	Kari

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3	Standing Committee Reports			
3.01	Environmental Public Health Week	Status of EPHW manual to be confirmed. Kathleen / Doug are working on manual. Need to confirm EPHW for 2017. 3 rd week is September 28 to 22, 2017.	Confirm with Doug	Ann
3.02	Finance and Audit	Nothing to report. Financial reports circulated after last meeting. Aim is to have a draft for approval at the Feb meeting	Put on Feb agenda	Ann
3.03	Appeal Review Committee	No appeals have yet been received. Higher than normal amount of questions coming to Garth (BOC Chair), so he is anticipating more than normal number of appeals. Appeal Review Committee co-lead to be selected in February at face-to-face meeting when assigning portfolios.		
3.04	Members Service Centre	Dale to confirm with Bonnie about NEC motion <i>To spend \$5000 to upgrade the MSC for student membership registration</i> from November 19 th teleconference. Keir indicated CoPE would be interested in putting together a proposal for alternate hosting proposal options for the Member Service Centre. Proposal would identify issues and plan strategies ongoing.	Confirm with office re: MSC upgrade funding	Dale
4	Corporate Reports			
4.03	Council of Professional Experience	Changes to MSC to accommodate new audit process and mandatory membership are in progress. CoPE banner proposal was sent via email to NEC. Please provide comment to Kier and use banner for promotion within newsletters, emails, webpage, etc Reminders from CoPE that MSC will forward automatic reminders to members and notice will go out via list serve to members as well to enter PDH's		

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4.04	Board of Certification	<p>Higher failure rate than previous years, so higher number of appeals anticipated.</p> <p>Gary Tam, BC, is on LOA for 6 months working with BCIT. Will return in June. Seat to remain vacant for 6 months.</p> <p>LSSU has not responded to request for new school review. Approval has lapsed. No longer considered an approved school.</p> <p>CBU, FNUniv, Canadian Forces reviews planned for 2017.</p> <p>Plagiarism is an ongoing concern.</p> <p>As of Jan 1st, 2017, Tony Thepsouvanh is new BOC Chair. Garth will sit as Vice Chair for 2017. Vice Chair is to be elected in spring 2017 to sit as of Jan 1st, 2018.</p>		
4.05	EHFC	<p>Ann read Pam's update submitted by e-mail.</p> <p>E-news will be out in few days</p> <p>Strategic plan is under development for 2017-2020 and should be finalized and shared in January.</p> <p>Recruitment plan underway for treasurer for EHFC</p> <p>Best wishes from Pam et al for a wonderful holiday season.</p>		
5	Old Business			
5.01	Feb 4 th and 5 th 2017 Meeting Halifax	<p>Sarah was not on call to update</p> <p>Ann will follow up with Sarah and forward information to NEC.</p> <p>NEC to let Ann know if would like to use option of payment by CIPHI Credit card.</p>	Contact Sara	Ann
5.02	Conference Fees Covered by CIPHI	Nina will review NOP #8 and estimate costings if registration is 50% covered for BOC & CoPE committee members. BOC & CoPE	Further Review and bring	Nina

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		<p>members to be available at AEC for membership questions/networking.</p> <p>Nina will touch base with former NEC members including Kier about why NEC moved away from funding BOC & CoPE members in 2013. Raymond to assist.</p> <p>Fees to be covered will be reflected in upcoming budget year. Budget to be discussed in February.</p>	forward to Feb meeting	
5.03	Environmental Health Review Format	Deferred	Defer to January 2017 meeting	Ann/Kari
5.04	Free Membership Policy	<p>Decision is required quickly if we are to make changes for upcoming year.</p> <p>Motion to be forwarded in early 2017 regarding requirement for student membership and free membership year for vote.</p>	Send any ideas/comments to Ann	NEC
6	New Business			
6.01	On-line Discussion Forum	No information available yet	Defer to Feb meeting	Ann
6.02	Current volunteer opportunities for posting on webpage	<p>Website ready to go.</p> <p>to forward volunteer opportunities to Suzanne Lychowyd via the website form.</p>		BOC/ CoPE/ NEC/ EHFC
7	Next Meeting			
7.01	January 2017 Teleconference	Confirm next meeting date of next teleconference – Jan 21 st 2017		Ann
8	Meeting Adjourned 10:30 am Pacific Time			