

NEC Teleconference

May 19 , 2017 9:00 am Pacific time

Dial: 1-866-613-5223

Participant Code: 3856647

APPROVED Minutes

NEC Members: Ann Thomas (President), Evelien Meyer (AB President), Kari Engele-Carter (SK President), Ali Rana (MB President), Ray Ramdayal (ON President); Nina van der Pluijm (NB President); Gregory Barrett (NL President),

Guests: Tony Thepsouvahn; John Cannan (ON Br. President-Elect); Geoffrey Tomko (AB Branch),

Regrets: Sara Baird; Dale Chen; Keir Cordner

Minute Taker: Raymond Ramdayal

NOTE: * denotes that a document was circulated for NEC to review prior to the meeting

#	Item	Discussion	Action	Lead
1	Welcome & Roll Call			
2	Agenda & Minutes			
2.01	Agenda approval/additions *	Appoint minute taker: Raymond Ramdayal		
2.02	Minutes Approval *	<p>Motion: To approve April 21, 2017 meeting minutes as circulated</p> <p>Moved by: Nina van der Pluijm Seconder: Kari Engele-Carter Carried</p>		
2.03	NEC Outstanding Action Items *	Review Action Items dated May 2017 circulated with the draft agenda No Updates		
3.0	Old Business			
3.01	Electronic Motions	The following motions were voted on electronically prior to the meeting:		

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		<p>MOTION: That the NEC face to face meeting take place on Friday and Saturday, Nov 3rd and 4th, 2017 prior to the 2017 AEC.</p> <p>Moved by: Dale Chen Seconded by: Kari Engele-Carter</p> <p>A total of 7 votes were received. In Favour: 6 Opposed: 1</p> <p>CARRIED</p> <p>MOTION: To approve the 2017 CIPHI Budget as submitted to the NEC on April 25, 2017.</p> <p>Moved by: Ann Thomas Seconded by: Kari Engele -Carter</p> <p>Votes: In Favour: 7 Opposed: 0 Abstained: 1</p> <p>CARRIED</p>		
3.02	New Code of Ethics	The translation contract has been offered and confirmation of acceptance is pending.	Follow up with NB Branch translator	Nina (done)
3.03	Messaging to New CIPHI (C)	We are pretty much good to go. Circulated the nearly finalized version to NEC. Reference to the due date is removed from the document. For 2018 we are going to carry on as we have done in past years in regards to deadlines for membership applications (try to get memberships in by January but the deadline is end of March.) If there are no other suggestions, that document is considered final.	Advise office of final version	Ann (done)

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3.04	Cost Sharing Formula *	<p>Discussion of paper circulated May 17 by e-mail.</p> <p>Gregory spoke to this item. This is following up on the discussion we had at the NEC face to face meeting. The floor was open for comments or discussion.</p> <p>Opinions shared from various NEC members. This included questions regarding alternate profit generation, the possibility of amalgamating provinces, ensuring equity when formulating the cost sharing. It was noted the NEC does not have the authority to require Branches to amalgamate. Two of the three Atlantic Branches have spoken out against this option.</p> <p>There was general agreement that we are not in support of NEC paying for 100% of the cost share for all Branches. There was interest in providing support to the smaller branches that would allow them to exist and hold a seat on the NEC.</p> <p>The bottom line of what the basic cost for a branch to exist need to be identified in order to identify a cost sharing formula.</p> <p>Greg will work on getting some information to us that outlines the specific dollar amount which will be required for a sustainable solution to this issue. Any members who have any further thoughts on this should contact Greg.</p>		
3.05	Membership Benefit	<p>Good Life Gym Membership DRAFT Contract was received.</p> <p>Ann sent the document to the office for their review and input.</p> <p>The office advised that there is a clause that requires us to send membership information to Good Life on a regular basis. It appears to be just the person's name, but we need to look at the language in that clause. The relationship between the member</p>		

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		<p>and giving out the certificate number is between them and Good Life.</p> <p>This arrangement is fairly straight forward with no financial hook for CIPHI.</p>	<p>Send feedback from office to John</p> <p>Follow up with OPHA as they hold a contract with GoodLife. Connect with office to discuss the privacy and release of information clause and corporate membership details.</p>	<p>Ann (done)</p> <p>John C</p>
3.06	TrainCan RBI Course	<p>Module is nearly ready for piloting.</p> <p>Ann suggested that CIPHI ask someone from BCCDC familiar with the original course to participate in the review of the new modules. There was no objection to that idea.</p> <p>If anyone on the NEC wishes to participate they should let Ann know ASAP.</p>		
4.0	New Business			
401	BOC Bylaw and Regulation Changes	<p>Report on discussion with BOC regarding changes to enable revoking and reinstating certificates.</p> <p>Tony provided an update on recent BOC discussion on this issue.</p> <p>There are two steps involved for people subject to mandatory membership: People do not hold a valid membership because they have not applied OR have not fulfill the CPC requirement.</p>		

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		<p>Draft changes to bylaw and regulation: Currently being reviewed by a lawyer. Feedback will then be provided to Tony to take to the BOC. Everyone was on board with this.</p> <p>Tony discussed revocation of the certificate. The key message is that BOC does not want to be the enforcement/regulatory arm to determine when a certificate needs to be revoked.</p> <p>They want to make sure this comes from another arm of CIPHI.</p> <p>Three scenarios: CIPHI could deny the membership, it can be revoked, or the individual simply doesn't apply.</p> <p>At this point it appears that CoPE doesn't pull the membership, they are responsible for the auditing part of it. CoPE would advise when PDH's required for membership have not been met. The issuance or revoking of membership is handled by CIPHI and the issuing and revoking a certificate is under the BOC.</p> <p>This is still a work in progress and will be updated at next teleconference.</p>		
4.02	CoPE Remediation Process	<p>The following issues are still under development:</p> <ul style="list-style-type: none"> • NEC/CoPE dependencies re: revoking and reinstating membership • Appeal processes • NEC rep at CoPE meeting in Toronto (June 11th 1:30 pm TBC) <p>Some questions remain outstanding.</p>		

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		<ul style="list-style-type: none"> When does the remediation process end? How will CoPE consult with us on this? <p>Raymond R. will attend CoPE's face to face meeting in Toronto on June 10 or 11 on behalf of the NEC.</p>	<p>Confirm date and time of meeting with CoPE in Toronto with Keir.</p> <p>Circulate a document related to the remediation process to both CoPE and Ray before the meeting.</p>	<p>Raymond</p> <p>Ann</p>
4.03	Discipline Process Project	<p>Need to assign a new lead to replace Thomas Cheung</p> <p>Thomas is not able to continue in this role but has offered to stay involved as a committee member.</p> <p>Ali was nominated as lead for the role given his experience and past participation on the committee.</p>	<p>Advise Ali of NEC proposal for him to take over as lead on this committee</p> <p>Committee will meet and report back to NEC next month.</p>	<p>Ann (done)</p> <p>Ali</p>
4.04	2018 Conference	<p>Nina inquired about whether or not we have a 2018 AEC conference location.</p> <p>We do not have any commitment from a Branch yet.</p> <p>Since there is no date or commitment yet, everyone will start giving consideration to this issue.</p>		
4.05	IFEH Conference October 22 -26, Montego Bay Jamaica	<p>Raymond R. provided background on the upcoming IFEH conference and the value of attending. He suggested exploring this as it serves our mandate of strengthening ties and building partnerships on a global level. Dr. Henroy Scarlett, President of IFEH, attended our conference in 2016 and was impressed with</p>	<p>Provide additional information, including estimated cost, to the NEC regarding this conference.</p>	<p>Ray</p>

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		our organization. Earlier this year he sent a personal invitation to CIPHI requesting our presence.		
5.0	Next Meeting			
	June 16, 2017			
6.0	Meeting Adjourned 10:40 am			

