

**Canadian Institute of Public Health Inspectors**  
**National Executive Council Meeting**  
**Post-Conference Minutes August 1, 2002 (as amended)**  
(FREDERICTON INN, FREDERICTON, NB)

Meeting commenced at 8:30 a.m. (Atlantic Time)

1. Roll call - Claudia Kurzac (BC), Victor Mah (AB), Ken Cross (SK), Tim Ness (MB), Suzanne Lychowyd-Shaw (ON), Michael Florian (NS/PEI), Paul Noseworthy (c/o NF/Lab), Scott MacLean (NAT.PRES), Robert Bradbury (PAST PRES)  
Regrets: Debra Losito (Executive Assistant)
2. Approval of Agenda - **Moved by Claudia Kurzac, Second by Ken Cross - All in favour. Carried.**
3. Approval of Pre Conference Meeting minute - tabled to next meeting
4. Business Arising
  - i) CIPHI Sponsorship Level - Packages to be set for the various levels. Victor Mah to circulate. Include possible options. Platinum \$10K; Gold \$7K; Silver \$4K; Bronze \$2K
5. Appointments
  - i) BOC - 2 appointments - Tim Ness, Suzanne Lychowyd-Shaw
  - ii) EHFC - 3 appointments - Michael Florian, Ken Cross, Tim Roark
  - iii) IFEH - 3 appointments - Scott MacLean, Claudia Kurzac, Rob Bradbury
  - iv) Webmasters Committee - Tim Ness (Chair), Suzanne Lychowyd-Shaw
  - v) Finance Committee - Claudia Kurzac (Chair), Victor Mah, Dion White (NF& Lab)
  - vi) Membership Committee - Suzanne Lychowyd-Shaw (Chair), Victor Mah, Ken Cross
  - vii) Advocacy Committee - Ken Cross(Chair), Suzanne Lychowyd-Shaw
  - viii) National Advocacy Representatives - table to next meeting
  - ix) Constitution and Bylaws Committee - Ken Cross (Chair), Michael Florian
  - x) Awards Committee - Tim Ness (Chair), Victor Mah
  - xi) NEHA liaison - Scott MacLean
  - xii) UL liaison - Scott MacLean
  - xiii) NSF liaison - Robert Bradbury
  - xiv) CSA liaison - Victor Mah
6. New Business
  - i) 2003 NSF Food Conference - Committee: Ron de Burger, Suzanne Lychowyd-Shaw, Scott MacLean, Robert Bradbury
  - ii) Finance: **Motion to pay 100% of expenses for NF& LB Branch Examiners to attend November 2002 BOC meeting in Vancouver and to pay 100% of all expenses for a representative to attend or participate in the NEC**

**meetings in 2002, moved by Claudia Kurzac, second by Robert Bradbury. All in favour. Carried**

- iii) Laptop - discussion regarding leasing a laptop for the Executive Assistant.  
**Motion to lease/purchase a laptop for the use of CIPHI/BOC and to be primarily used by the Executive Assistant as required, moved by Michael Florian, second by Claudia Kurzac. Motion Defeated.** The President to discuss with the Executive Assistant.
- iv) Meeting minutes to be provided to the NEC members within 60 days of a meeting and send to the webmaster for posting.

7. Next Meeting: November, possibly in Toronto.

8. Payment of Bills : **Motion to pay all bills associated with the Conference, moved by Tim Ness, second by Michael Florian. All in favour. Carried.**

9. Adjournment: **Moved by Ken Cross.**