

**CIPHI Alberta Branch – Executive Meeting  
June 3, 2005**

**Present:** Phi Phan, Tony Thepsouvanh, Victor Mah, Keith Lee, Koreen Westly, Sarah Nunn, Simon Sihota, Merry Turtiak

**Regrets:** Rhian Harrison, Rod Harrison, Zaheen Nanji

	<b>Agenda Item</b>	<b>Discussion &amp; Decision</b>	<b>Action by</b>
1.0	<b>Call to Order</b>	8:37 PM	
2.0	<b>In memoriam</b>	<ul style="list-style-type: none"> <li>• Diane Hughes</li> <li>• Alison Look (nee Poon)</li> </ul>	
3.0	<b>Agenda</b>	3.1 Additions or Deletions to Agenda No additions to the agenda	
		3.2 Adoption of Agenda Moved. Seconded. Carried.	
4.0	<b>Adoption of Minutes</b>	Adoption of Minutes of Previous Meeting – November 6, 2004 Moved. Seconded. Discussion: <ul style="list-style-type: none"> <li>• Error in EHW posters - corrected</li> <li>• Spelling mistake - Debra Losito</li> </ul> Carried	Merry to make corrections
5.0	<b>Business Arising</b>	5.1 Health Professions Act Motion to remove item from agenda Sarah. Victor seconded. Discussion: <ul style="list-style-type: none"> <li>• No harm in revisiting the Act.</li> </ul> Two in favour. 5 opposed. Motion is defeated.  <i>Action: Simon &amp; Tony will determine what qualifications are required to be considered as a health professional by next Executive Meeting.</i>	Simon & Tony
		5.2 Environmental Public Health Week 2005 & Committee <ul style="list-style-type: none"> <li>• Refer to EPHW Report from Phi.</li> </ul>	Closed
		5.3 Oath of PHIs <ul style="list-style-type: none"> <li>• Motion to amend the oath has been submitted to NEC for discussion at the National Annual General Meeting in Toronto.</li> </ul>	Closed



		<p>5.4 Terms of Reference Review</p> <p>5.4.1 Membership (Refer back to Tricia)</p> <p>5.4.2 Environmental Health Week Committee</p> <p>5.4.3 Advocacy (Refer back to Simon)</p> <p>5.4.4 Alberta Branch Corresponding Member to BOC (Refer back to Peer)</p> <p>5.4.5 Website – draft discussed</p> <ul style="list-style-type: none"> <li>• Concerns about timely manner of updates</li> <li>• Appointment members to this committee</li> <li>• Refer back to Phi Phan &amp; Dan Richen</li> </ul> <p>Motion to accept to EHW Committee, the remaining terms of reference will be referred back to their committees. Carried.</p>	<p>Tricia Herridge</p> <p>Simon Sihota</p> <p>Peer Mikkelsen</p> <p>Phi Phan</p>
		<p>5.5 Awards Review</p> <p>5.5.1 Rookie of the Year Award</p> <ul style="list-style-type: none"> <li>• Change to Promising Professional Award</li> <li>• Change significant and outstanding contribution</li> <li>• Add: Received certification</li> </ul> <p>5.5.2 Lilli Anne Zahara Award</p> <ul style="list-style-type: none"> <li>• Referred to National – EHFC</li> </ul>	<p>Phi</p> <p>Closed</p>
		<p>5.6 Branch Website</p> <ul style="list-style-type: none"> <li>• Access issues resolved</li> </ul>	Closed
		<p>5.7 Expense Claim Reimbursement</p> <p>Motion to increase reimbursements to provincial rate mileage rate of 40 cents/ KM &amp; meal allowance to breakfast: \$10 lunch: \$15 Dinner: \$25 (maximum with receipts) Seconded.</p> <p>Amended: Addition of effective date June 1<sup>st</sup>. (Original mover accepts amendment motion).</p> <p>Vote: In favour 5 Opposed 1 Motion carried</p>	Closed
		<p>5.8 Law Conference 2005</p> <ul style="list-style-type: none"> <li>• Potentially to be held in December 2005</li> </ul>	Closed
		<p>5.9 Survey of Alberta Public Health Inspectors – SARS</p> <ul style="list-style-type: none"> <li>• Survey link has been distributed to members</li> </ul>	Closed
6.0	<b>New Business</b>	<p>6.1 2005 Branch Gifts</p> <ul style="list-style-type: none"> <li>• New executive will decide on this year's gift</li> </ul>	Tabled
		<p>6.2 2005 AEC Conference Donation</p> <p><i>Action: President will decide on silent auction gift for AEC.</i></p>	Phi



		6.3 Branch Newsletter <ul style="list-style-type: none"> <li>Defer until after new Executive elected</li> </ul>	Tabled
		6.4 2005 Fall Workshop Update <ul style="list-style-type: none"> <li>Calgary Zone members are very motivated</li> <li>Speakers are keen on the agenda</li> <li>Social agenda is area of concern due to level of organization and finances which need to be committed.</li> <li>The goal of this conference is to educate our members.</li> <li>Sponsorship support has been very good.</li> <li>Silent Auction event may also occur with donated items</li> </ul>	FGM Committee
		6.5 Branch Orientation Manual <ul style="list-style-type: none"> <li>New documents send to Phi</li> </ul>	Phi
		6.6 Branch Executive Elections	Tabled
		6.7 Investments <ul style="list-style-type: none"> <li>Treasurer recommends \$15,000 in rate riser and \$15,000 in Dividend Fund</li> </ul>	AGM
		6.8 CIBC Run for the Cure <ul style="list-style-type: none"> <li>Tony Thepsouvanh will look at organizing the event</li> </ul>	Tony
		6.9 Water Manual <ul style="list-style-type: none"> <li>Currently no formal request has been submitted to the Executive for further funds or marketing of the manual.</li> </ul>	Closed
7.0	<b>Adjournment</b>		10:30 PM

