

Fall General Meeting October 5, 2006

Members Present:	Bonnie Segal	Christine Boutilier	Koreen Westly*
Tricia Herridge	Marilyn Dahlgren	Tony Thepsouvanh	Keith Lee
Nyall Hislop	Elmer Spilchen	Lance Honish	Ken Fujioka
Greg Thibault	Rick Dimock	Shauna Dimock	Doug Johnston*
Diane Teoh	Coin Charest	Carol Sobkow Alloway	Adrea Simmons*
Rebecca Johnson*	Nick Simone	Nelson Fok	Hany Guirgis
Jon Elliot*	Glenn Jenkins	Danny Thepsouvanh **	Christina Schmitke
Kristen Krywiak	Mike Walsh	Sandra Hamilton	David Crowe
David Fong	Brian Craig	Nicole Obert	Elson Zazaluk
Blair Bartley	Crystal Bull	Maria Precup	Rob Elliot
Simon Sihota	Jeff Lowry	Cheryl Galbraith	Phi Phan*
Merry Turtiak*	Keith Lee*	Andrea Hohne*	Garth Gosselin

* Denotes Executive Member

** Guest

Note: Other members may have been present but failed to sign in.

	Agenda Item	Discussion & Decision	Action by
1.0	Call to Order	3:55 PM	
2.0	In memoriam	No names submitted	
3.0	Agenda	3.1 Additions to the agenda Amend 8.4 to read Honorariums for Executive Members & Committees	
		3.2 Adoption of the Agenda Motion to accept agenda. Seconded. Carried	
4.0	Adoption of Minutes	Adoption of Minutes of Previous Meeting – April 22, 2006 Motion to accept minutes of previous meeting. Seconded. Carried.	
5.0	Executive Reports	5.1 President Motion to accept report. Seconded. Carried.	
		5.2 Vice President Motion to accept report. Seconded. <ul style="list-style-type: none"> • Verbal addition to the report – please send any newsletter articles to Adam Stokowski. Carried.	

		<p>5.3 Treasurer Motion to accept report. Seconded.</p> <ul style="list-style-type: none"> • Amalgamating accounts to simplify accounting • A professional accounting firm has been contacted to assist in some financial matters including a GST #. • Financial planning will be investigated with another company • Q: Will we lose our non-profit status? • A: No, as long as we are not acting as a business and our activities are in support of the members of the Branch. <p>Carried.</p>	
		<p>5.4 Secretary Motion to accept report. Seconded. Carried.</p>	
6.0	Zone Reports	<p>6.1 Arctic No report submitted.</p>	
		<p>6.2 Northern Motion to accept report. Seconded. Carried.</p>	
		<p>6.3 Capital Motion to accept report. Seconded. Carried.</p>	
		<p>6.4 Central Motion to accept report. Seconded.</p> <ul style="list-style-type: none"> • Central Zone will circulate agenda for zone meeting. <p>Carried.</p>	
		<p>6.5 Calgary Motion to accept report. Seconded. Carried.</p>	
		<p>6.6 Southern Motion to accept report. Seconded.</p> <ul style="list-style-type: none"> • Friendly amendment: Sean Robinson is participating as a BOC Examiner not sitting on a BOC Committee. • Report will be amended to reflect that change. <p>Carried.</p>	
		<p>6.7 Federal Motion to accept report. Seconded. Carried.</p>	
7.0	Committee Reports	<p>7.1 Communication - Website No report submitted.</p>	

		7.2 Board of Certification Motion to accept report. Seconded. Carried.	
		7.3 Membership Motion to accept report. Seconded. Carried.	
		7.4 Advocacy No report submitted.	
		7.5 Environmental Public Health Week No report submitted.	
		7.6 Social Committee <ul style="list-style-type: none"> CIBC Run for the Cure: 15 participants in Edmonton, 8 in Calgary and 1 in RD. Total funds raised not clear but many participants just paid the fee versus getting sponsorships. Motion to accept verbal report. Seconded. Carried.	
8.0	Business Arising	8.1 Legacy Initiative <ul style="list-style-type: none"> The Executive is still considering some issues and implementing others from this initiative. They will be brought before the membership on an as needed basis. 	Closed
		8.2 2006 Fall Workshop <ul style="list-style-type: none"> 110 participants (Oct 5th), 120 participants (Oct 6th). Speakers are good Profit will be made but less than other years as costs kept rising due to location and unexpected expenses. 	Continues
		8.3 Conference Sponsorship Policy Tabled	Merry Turtiak
		8.4 Honorariums for Executive Members & Committees Motion: For the Branch President, registration or fees associated with attending Branch workshops, social events and for a spouse/partner at NEC social events will be reimbursed. Seconded. Discussion: This would be for only registration fees, not travel expenses, as many of the expenses are covered automatically by the National Executive Council. Carried.	

		<p>Motion: Registration fees for all Executive members will be covered for the Branch Workshop. Seconded. Discussion: This would not include travel expenses just registration fees. This would be retroactive for years of past services Carried.</p> <p>General discussion: Question to the membership about what other benefits should be offered to the Branch Executive (excluding the Branch President) and committees</p> <ul style="list-style-type: none"> • Ideas include registration fees for Branch National Conferences, social events • Actual honorariums for branch committee members • Who is going to approve this? Executive decision or membership. <p><i>Action: A summary document will be circulated to the Branch membership for comment back to the Executive.</i></p>	Executive
9.0	New Business	<p>9.1 2009 National Education Conference</p> <ul style="list-style-type: none"> • To be held in K-country • Likely to be an earlier conference but still allow for the enjoyment of the natural environment. • If anyone is interested in volunteering, please contact Rob Bradbury or Peer Mikkelsen with the Calgary Health Region 	Continues
10.0	Adjournment	Motion to adjourn	4:45 PM

President's Report
Fall Annual General Meeting – October 4, 2006
Red Deer, Alberta

First and foremost, I would like to acknowledge the exceptional job that the organizers of 7th CIPHI Alberta Fall Workshop have done to bring together a marquee event on behalf of the Branch. It was countless hours of meetings, phone calls and logistical wrangling for sure. Their efforts are clearly evident with the quality of speakers and associated events that we have seen. This is proof positive that with the support of members, CIPHI Alberta will continue to evolve and lead environmental public health into new and exciting realms.

Since my last update, the CIPHI Annual Education Conference has once again gone into the history books as a well attended and successful event. The 72nd iteration found CIPHI members in beautiful downtown Regina from June 25 to June 27, 2006. Although final tallies are not in yet, the over 300 delegates, speakers and exhibitors spoke highly of the conference, its' organization and its' overabundance of food and festivities. With a large representation of members from Alberta, Regina proved to be an excellent place for networking, reconnecting, singing and sometimes falling asleep in bars (but that's another report entirely). Thanks and congratulations are extended to the Saskatchewan Branch for their hospitality and exceptional conference.

Even though delegates enjoyed the conference activities, work still had to be done, specifically at the Annual General Meeting. A Notice of Motion was sent to members concerning ownership of the CPHI(C) credential prior to the meeting and discussion was in-depth and informative. During the discussion, both positive and negatives were discussed, including arguments sent to me to provide on behalf of CIPHI Alberta members who could not attend. In the end, the motion was passed by a wide margin by the membership. I would like to thank those members who sent in their proxy ballots because it is only through participation that members will yield benefits of their membership. As the axiom goes, "if you don't vote, you shouldn't complain." With the passing of this motion, CIPHI is yet another step closer to achieving the goals outlined in the National Strategic Plan.

With regards CIPHI National, work continues on the development of a database system to inventory and maintain a listing of environmental public health professionals. A contractor has been decided upon and the Phase 1 of the project is currently underway. It is envisioned that with this system individual CPHI(C) holders will be able to update their profile should they move, take a course, obtain a new degree or anything else directly related to their professional status. As well, the system will allow statistical analysis of the environmental public health workforce certified by CIPHI and their collective competencies and skill sets. In recent reports (for example Naylor, Romanow, and O'Connor), emphasis has been put the capacity of front-line public health professions and the human resource issues arising from an aging workforce and strained budgets. The database will provide CIPHI an important resource from which to gather data and put forward support documents relating to improve funding and protection of environmental public health from erosion.

Alberta Environmental Health Directors' Council (DC9) Update

The Branch was once again privileged to be invited to update DC9 on the activities of the Branch and our members in September. As has been the case, the members of DC9 were receptive to the direction CIPHI has taken in improving the field and profession of environmental public health and reaffirmed their support of CIPHI. Without managerial support, what we do would be exceptionally difficult, so we are appreciative of the positive relationship that CIPHI Alberta enjoys with employers. Additionally, the opportunity was taken to present Mr. Jim Meagher (Director of Environmental Health in Peace Country Health) his 25-year membership pin. Mr. Meagher has been a stalwart support of CIPHI over his career and continues to provide opportunities for his staff to volunteer for CIPHI and attend CIPHI events. The Branch extends its sincere thanks and admiration to Mr. Meagher.

Concordia Professional Advisory Committee

The Professional Advisory Committee has not met in some time, but a meeting has been scheduled for mid-March, to be held at the Goldbar Campus of Concordia. Enrollment numbers continue to be strong with interest increasing every term. A significant development for the program is that the Environmental Health program will be vacating its historical Goldbar Campus location to take up residence in a yet-to-be-constructed building on the main campus. Construction is estimated to be complete sometime before the beginning of the September 2007 intake of students. In light of this development, CIPHI Alberta has unofficially inquired into possible sponsorship of the classroom, the furniture or some similar venture to highlight our support of the program and to get a nifty plaque posted in the classroom. If these inquiries should solidify into a concrete proposal, the information will be provided to membership for approval and/or ratification.

Finally, those members interested in becoming involved in the day-to-day decisions of running CIPHI Alberta should start grinding their mental gears as the upcoming Annual General Meeting in the spring will mark the end of this current executive's 2-year mandate. It's a rewarding experience and provides a conduit for keeping up-to-date with the fast-paced developments of environmental public health in Alberta, the Northwest Territories, Nunavut and the rest of Canada. And it really is fun. Really.

As always, my proverbial door is always open, so if a member would like to discuss any matter relating to CIPHI please feel free to drop an email to president@ciphi.ab.ca or call (780)907-8698 during business hours.

Respectfully,



Phi Phan
President

Vice-President's Report
Fall General Meeting
October 4, 2006

I am fortunate to be able to fill the position of Vice President of the Alberta Branch. It has only been a short while that I have been in this position, but I already have had the chance to be a part of many activities.

Most recently I attended the Hand Hygiene Workshop hosted by Alberta Health and Wellness and Bearing Point Consulting on September 11 and 12, 2006 in Edmonton. This initiative is in the beginning stages of development, but is hoped to be a provincial program to improve health through hand hygiene. I attended on behalf of the Alberta Branch of CIPHI and believe this is a strategy we should be involved in. Hopefully there will be more to report on this in the future.

I was also able to attend a portion of the National Executive Council meeting prior to the Annual Education Conference in Regina in June 2006. It was insightful to witness the amount of hard work that goes into the Board of Certification, the Core Competencies Project and the many other committees that are advancing our profession and Institute.

Kori Woodard has agreed to chair the Environmental Public Health Week committee for another year. There are already plans in the making for contacting MLA's to have them recognize the hard work of the Environmental Public Health Professionals. Please contact Kori or myself if you have any ideas on how to make this week an even greater success this year.

I am excited to continue my involvement with the Alberta Branch and look forward to the coming year.

Respectfully submitted,

Koreen Westly
Vice President



TREASURER'S REPORT
2006 January 01 – 2006 September 19

General Account Balance 2006 January 01

\$ 65,860.70

Revenue

Table with 2 columns: Description and Amount. Rows include Membership Dues, Interest/Investments, Awards/Tournaments/Social, Thermometer Sales, Membership Gifts, Branch Workshop Income, and Total Revenue.

Expenditures

Table with 2 columns: Description and Amount. Rows include Phones/Internet, Office Supplies, Postal/Courier, Liability Insurance, National Executive Meetings/Activities, Branch Executive Meetings/Activities, Branch General Meetings/Activities, Branch Zone Meetings/Activities, Board of Certification Meetings/Activities, Concordia Advisory Board Meetings/Activities, Branch Workshop Activities, Thermometer Purchases, Awards/Tournaments/Social, Donations, Honoraria, and Total Expenditures.

Branch General Account Balance 2006 September 19

\$ 77,082.34

Branch G.I.C.s

\$ 40,000.00

Branch Scholarship Account Balance 2006 September 19

\$ 8,018.52

Branch Workshop Accounts Balance 2006 August 18

\$ 9,708.42

Branch Workshop G.I.C.s

\$ 26,220.18

Inventory (Thermometers)

\$ 218.36

Total Branch Assets

\$ 161,247.82

Respectfully submitted,

Handwritten signature of Keith Lee

Keith Lee, Treasurer
2006 September 19





Secretary's Report - Fall General Meeting October 5, 2006

As mentioned in previous reports, the National Executive Council has struck a separate database committee to investigate, design and eventually implement a system to manage not only CIPHI memberships nationally, but also at the Branch level. This database will also be utilized by the Board of Certification and Environmental Health Foundation. At the National Education Conference, the Database committee received the support of the National Executive Council, so work continues and hopefully by the Spring of 2007, some elements of the database will be in place.

The Branch is now also utilizing a storage facility to store various archive and historical documents as well as other pieces of equipment which belong to the Branch. Along this line, it is time for the any past or present Branch member to advise the Secretary if they have any old Branch materials which they believe should be part of our archives. If you have any of these types of documents kicking around, please let me know so I can arrange shipping and storage. The goal is by the Spring AGM to have most of our documents in the process of being scanned into an electronic format.

Respectfully submitted,

Merry Turtiak
Secretary, Alberta Branch



Northern Zone Report – Fall General Meeting October 4, 2006

Aspen

No information submitted

Northern Lights

Northern Lights received approval for an additional 3 inspector positions, two of the positions will be filled in October. Also new to the Northern Zone are Meaghan Allen and Amanda Jessome. Meaghan is working in High Level and Amanda is working in Fort McMurray. Maria Precup had escaped and has apparently been spotted in the Edmonton area, possibly working for Capital Health, if you see Maria, let her know that everyone misses her and wishes her the best. Life in Northern Lights has been very busy lately. There are 3 more 2000 man work camps being set-up north of town and the housing complaints have been crazy.

Peace Country

Peace Country has hired two new inspectors. Jeff Lowry from Nanaimo, BC has decided to check out the wonderful Alberta winters. He is working out of the Grande Prairie office, covering the Valleyview/Fox Creek area while Nadine enjoys her maternity leave. This will be Jeff's first ever Alberta winter, wish him luck!

Our other new inspector Fred Cundict is starting in Peace River October 4. Fred will be sitting his BOC this October and will be a great addition to the Peace River staff.

Christine Boutlier got married this August and has taken a job with Capital Health. Christine will be missed by everyone here, especially Bonnie who is responsible for covering her area until Fred starts!

To all you wedding crashers, mark June 2, 2007 on your calendars! Koreen Westly is getting hitched to her fiancé Ryan Anderson in Edmonton. Koreen will be taking up a collection to cover the costs of the wedding, any donations are greatly appreciated.

Jim Meagher received his CIPHI 25 year membership pin, at the last DC 9 meeting. Wow, 25 years, good job Jim! Jim is also a proud grandpa, his granddaughter Teela was born September 4, 2006.

Respectfully submitted,

Adrea Simmons
Northern Zone Councilor

**Fall General Meeting - Capital Zone Report
October 5, 2006**

Capital Health:

- In August 2006, Marie Precup began her employment with Capital Health's Safe Built Environments program – she came to Capital Health from the Northern Lights Health Region.
- In September 2006, Christine Boutilier moved to Capital Health from the Peace Country Health Region. She is currently working in the Safe Food program.
- Bill Irwin worked in the Healthy Rural Environments program between June and August 2006.
- Once again, Bill Chrapko is coming out of retirement in December 2006 – he will be working in the Healthy Rural Environments program (Spruce Grove office).

In preparation for Environmental Public Health Week 2007, a committee has been formed including: Sandra Hamilton, Karen Hislop, Ludmilla Rodriguez, Crystal Bull, and me. We are currently planning the following activities to acknowledge the week:

- Lunchtime display booths will be set up at the following venues: the Plaza 124 main lobby, the main lobby in the Edmonton General Continuing Care Centre, and the Concordia University College main campus (The Telus Plaza North is another possible venue). The display will include general information on CIPHI and the Environmental Public Health Week, as well as safe food handling as an area of focus.
- A Capital zone meeting will be held during the week.
- There will be an announcement on the Capital Health pay stubs acknowledging EPH Week 2007.
- The possibility of radio spots in the Edmonton Area is also being explored.

This year, two Capital Zone members are expecting parents:

- Kiera Shaw, due October 8, 2006
- Rebecca Johnson, due October 30, 2006

Respectfully submitted,

Rebecca Johnson
Capital Zone Councilor
CIPHI, Alberta Branch



Central Zone Report - Fall General Meeting

October 5th, 2006

ECH Update

Michael McKnight joined the Camrose office in July & Tricia says they are very happy to have an additional PHI.

Pam Williams will also be returning as a full time PHI as of October 10th, 2006.

Trevor & his wife are expecting their first child any day now.

As if Big Valley wasn't enough, Tricia decided to condemn a house during that time.

After staying elsewhere for a couple of nights, the tenant moved back into the house.

Tricia says she finally moved out when she realized Tricia was serious about obtaining a Court of Queen's Bench Order.

ECH will be hosting a Central Zone Workshop on December 14th, 2006 in Camrose at the Norsemen Inn.

I will be sending out more info in November, but mark your calendars!!

DTHR Update

Quentin & his wife recently welcomed their first baby into the world!!

A healthy little son, & both him & mom are doing great.

Our DTHR committee has been very busy organizing our CIPHI Alberta Branch, Fall Workshop.

This has been an *interesting* challenge to say the least!!!

I do believe, however, it's finally all under control!!!!!!!

Dan & Zaheen dealt with a rather unique & complicated situation involving the

Summer Village of Ma-Me-O Beach. It was to do with public washrooms,

(or the lack there of, and who was the legally responsible etc. etc.)

Dan was enroute to a PHAB Hearing when it was cancelled at the last minute.

Zaheen spent a great deal of time & effort as a result of this complaint & we all learned a lot in the end.

If anyone would like further details, please give Zaheen a call.

Other than that, life goes on in the Central Zone!!!

Respectfully submitted,

Doug Johnston

Central Zone Councilor



***Calgary Health Region –Zone Report
October 4, 2006***

Breaking News

- As reported in our last zone report, CIPHI membership is mandatory for all health inspectors employed with the Calgary Health Region. As a result, our region has seen an increase in staff participation in CIPHI events/conferences and we look forward to continuing opportunities for education, standardization, and improvements in the field of public health.
- As with every summer, we are happy to make it through Stampede and this year was no exception. What has now become an official S.W.A.T. team was on hand on the Stampede grounds for 10 days enduring heat, heartburn, and shifty carni eyes. Also included in the summer fun was an increasingly large variety of major events in the city. While it always nice to get the opportunity to work and wear sunscreen at the same time, it is safe to say we'll live without seeing another white tent for the rest of the year.
- Two members of our housing staff, Lew Skjonsby and Karen Clarke (hired into our housing program in Nov./05) have begun participation in S.H.I.P. which stands for Safe Housing Inspection Program . The program is centered around proactive, joint inspections of multi-family dwellings which include health, fire, police, by-law, and licensing.
- June 26-29 was the CIPHI National Conference in Regina, SK. We were lucky to be able to send 13 staff and were honoured to have 3 of those staff speak. Vicki Wearmouth on her work with Grow Operations, Jason Feltham on Quality Improvement, and Tim Lambert on Sour Gas Development in Alberta.
- Finally, after a lot of planning and a flurry of team work, we have launched our new website. The goal of the site is to create a more user friendly, informative, and up-to-date educational tool that can be used by the public and other health professionals alike. Everyone is welcome to check out the site at www.calgaryhealthregion.ca/hecomm/envhealth/envhealth.htm

Education and Team Building

- Our latest office honours were bestowed upon Brent Kersteins, Peer Mikkelsen, Rob Bradbury, and Sylvia Loo for their uncanny ability to pick the winning teams in our World Cup Soccer pool. As always, the organizer of the competition was Peer Mikkelson who, we think, used it as an excuse to show off his soccer expertise.

- Throughout the months of September and October, each staff member is taking the Incident Command System Module I-100 course. This 4 hour course is the first certification course in a series that focuses on how to manage an emergency incident or non-emergency events.

Enforcement/Prosecutions

- Sentencing is set for Maxima Bakery Case on Oct 12, 2006. Prosecution was pursued after repeated temperature violations, specifically holding there BBQ meat buns at room temperature, and other infractions for a period that spanned from June, 2000 to April 3, 2006. The owners & the corporation have plead guilty and a joint submission has been entered.

Personal Events

- As usual, we always have a few babies to announce and these last months have been no different. Katarina Chuda, on top of the excitement of her wedding in Czech Republic, recently gave birth in July to Kristina and Sharon Mayhew just had her second boy, Christopher. And to follow up our engagement announcements from the last report, Theresa Wawrykow was married this past August.
- Finally under the “where does the time go” file, we all shared a couple of cakes with Gary Butler, who celebrated his 40th year working in the region and with Ed Gee, who celebrated his 25th.

Other Info

- On the hiring front, we were happy to welcome 3 new field inspectors, Dana Mikkelsen full time in Calgary South, Jeremy Vaughan in Calgary North, and Andrew O’Laney in Okotoks.

Respectfully submitted,

Kara Bascom
Calgary Zone Councillor

Southern Zone Report October 5, 2006

CHINOOK HEALTH

Chinook Health has been a very busy Region these past months with summer holidays and vacation season. It is no wonder that fall is a welcome transition. There are no changes to our staff roster to report this time around however, we would like to extend a warm welcome to Nerissa Harvey, Health Protection's newest student addition. Good luck with your exams this October.

The Health Region as a whole has undergone some major changes. The Board of Directors approved a name change for our organization to Chinook Health from Chinook Health Region in June 2006. The change reflects the organization as a provider of health services versus a geographic area. Site names now include Chinook Health and the Regional Hospital has changed its name to Chinook Regional Hospital.

Food Related Items

- A local food establishment operator is being charged with 19 counts under the Public Health Act and its Regulations. Areas of interest include but are not limited to: gross unsanitary conditions, non-operational mechanical washer, serving uninspected meats. This operation has been closed 3 times in its 5 years of operation.
- The education committee has been busy this go around. A new hands-on component has been added to our FoodSafe course to complement the lecture materials.
- Many community and school groups across the Region have requested in house lectures/presentations related to safe food handling. What a positive step!!

Other Information

- Inspectors continue to work with other enforcement agencies within the city to conduct evening inspections of local bars, pubs and nigh clubs.
- Two public city pools have successfully made the transition from existing salt systems to the new AccuTab System. So far the changes have improved the consistency of pool parameters.
- Sean Robison is participating as a BOC Examiner for the October Oral Examinations.
- There has been an increase in the number of Cryptosporidium cases this year. The case load seems to be related to camping/swimming in lakes in Saskatchewan and British Columbia over the summer.

Staff related celebrations

Wendy Granson (program secretary), John Byrne (public health inspector) and Rita Moryski (infection control practitioner) are celebrating their 25 years of service. Marie Turmel also celebrated her 15th year of service. What a contribution to our Region!

PALLISER HEALTH REGION

- Raminder Sandu, PHI in Brooks is expecting a new edition to her family very soon. Congratulations!
- An official welcome to the Southern Zone goes out to the two newest student inspectors in the Region. Wayne Quan, a recent BCIT graduate, is studying hard for his orals in October this year. Also Susana Hurtado is the newest addition from Edmonton and a recent Concordia graduate.

Respectfully submitted,

Andrea Hohne
Southern Zone Councillor

**Federal Zone Report
Fall General Meeting
October 5, 2006**

With the addition of the federal zone, hopefully I can shine some light on what the *other side* actually does. We have members employed with First Nations and Inuit Health Branch (Health Canada), Healthy Environments Consumer Safety Branch (Health Canada), Canadian Food Inspection Agency, and Canadian Forces. We have EHO's, Fair Labeling and Food Safety Inspectors, Environmental Assessment Coordinators, Safe Environments Specialists and Preventive Medicine Technicians.

With all these different jobs that we do, we have had a very busy summer. FNIHB has been busy giving 5 EHO's a chance to act as Senior EHO. This opportunity has allowed those EHO's to shine in a different role. We have been working with the operators of The River Cree Resort and Casino for the opening of the facility set for late October in providing environmental health services. FNIHB has also been involved in many other exciting projects include health impact assessments and monitoring projects. We are also working hard on developing a geographical information system for First Nations.

Susanna Tay has been working hard learning the ropes at CFIA. She brings the unique knowledge and experience that she learned while in Aspen to her department.

The offices of HECSB are always busy. As Alberta grows, this department has the duty to ensure that the population is not put at risk. They have been involved in performing environmental assessments of projects that are shaping Alberta.

Ingrid Ilona Bohac has been very busy supervising the Preventive Medicine Technician staff with the Canadian Forces. While reclaiming indoor fire ranges, she has been assisting members of the team in preparing for their BOC exams. She is also preparing to go to Afghanistan to ensure the environmental health safety of troops overseas.

Respectfully submitted,



Canadian Institute of Public Health Inspectors

L'Institut canadien des inspecteurs en santé publique

Jon Elliott
Federal Zone Councillor



Alberta Branch Corresponding Member to the BOC Report
October 5, 2006

The Board has had a busy summer continuing to plan and implement new strategic directions for the BOC. As the AB Branch representative on the Board, I'm currently involved with the examination content, setting up a Practicum Guideline and representing AB Branch interests at the Board table. The following is an update on BOC Initiatives and policy changes:

Administration & Planning

- Setting up and completing portfolio assignments, deliverables within an agreed upon timetable is the main focus of the Board. The Board has essentially restructured itself so that a clear consistent direction can be followed. Portfolios include Examination, Appeals, International Candidates, School Accreditation, Practicum, BOC Membership, Policies, Finance Planning, Admin Support, Information Management and Core Competency/Continuing Education.
- The Admin Policies were updated in June. A new binder is expected soon. I will make a copy available for the Branch Executive.

Examination

- Dan Richen resigned as the examination coordinator following the April Examination. I'd like to thank Dan for taking on this challenging position over the past few years. Dale Nelson will be coordinating the October exam.
- The purpose of the oral examination is to determine the candidate's technical knowledge of the content area, judgment/decision making and communication skills through scenario questions. Exam content reflects the duties of an entry-level PHI working in Canada. Revisions to the oral examination have nearly been completed. Oral exam consistency has been addressed by developing a national bank of questions. An expert panel has reviewed the exam content and chosen sets of 15 questions that will be used for each candidate across the nation. 40% of the exam assessed food safety and the other 60% assess fixed premises (pools, institutions, housing personal services etc), CDC, water quality and no-CDC (air quality, emergency response, land development, waste disposal etc). This is based on core competencies and research into time spent in each area of environmental health across Canada. Ensuring that the exam answers match up with the question, question weighting, acceptable levels of examiner prompting, exam flow and ease of use for the examiner and the candidate, exam security, examiner training, exam marking, exam result reporting and candidate feedback are the types of issues that we have been debating. At the end of the day, I believe we will achieve the goal of developing a more consistent and fair examination process across Canada (sans Quebec). But debating the process is not without its challenges.
- Exam mark is now calculated based on an overall percentage of total marks assigned and by consensus of all three-panel members.
- The passing score for the exam has increased from 60% to 70% starting with the April exam. The failure rate at the April 06 exam was 34% (42 passes and 22 failures). This is fairly consistent with the other Spring exams over the past 5 years. The failure rate at the Spring exam is higher than the Fall exam.

- Exams may be extended past one day if the number of candidates sitting in a province makes it impractical to complete the exam in one day.
- The passing score for the written reports is increasing from 60% to 70% starting at the October exam. The written report component of the exam is being reviewed. Concerns have been raised regarding the written report process in regards that it may not accurately reflect the written skills required of PHI's and does not guarantee standardized grading. A survey has been sent out to employers to determine their needs of required written communication skills of entry level PHIs. The earliest any changes will occur to the written component will be at the April 2007 exam.
- Annual training of examiners is taking place at the National Conferences.

Appeal Process

- The appeal protocol has been updated to make is more clear and concise as to what can and cannot be appealed. Nine (9) appeals were received from the April exam but none of them met the criteria for an appeal.

Practicum

- To improve practicum consistency, draft practicum guidelines have been developed and will be sent out to practicum agencies for review and feedback. Receiving feedback is a bit of a challenge.
- As reported in April, the International/Non-Canadian candidate practicum training has been reduced from 24 weeks to 12 weeks.

Core competency/Continuing Education

- Discussions and planning continue with the BOC, NEC and Public Health Agency of Canada Committee in regards to the core competency requirements of a Public Health Inspector and continuing education requirements to maintaining a Certificate in Public Health Inspection (Canada). The Board passed a motion that it is the appropriated body to look after credentialing/certification renewal once core competencies are in place.

Communication

- BOC policies, minutes, information packages and strategic plan should be on the web. Designing an interactive web site is in the works.
- A questionnaire package is being developed for candidates to fill out following the examination around the theme "how can we make you feel more comfortable so you can perform well during your orals". I expect that examiners will soon be expected to take sensitivity training and drink peach coolers.
- An oral exam content guide for the certification of PHI/EHOs has been developed and will be on the BOC web site.

Respectfully submitted,

Peer Mikkelsen
Corresponding Member to the BOC, Alberta Branch

Membership Committee Report (October 5, 2006)

Thanks to some regions making membership mandatory our membership numbers continue to increase. Membership numbers as of July 26, 2006 were as follows:

Zone	Life	Regular	Retired	Student	Total
Arctic	0	8 (73%)	0	0	8
Calgary	0	57 (97%)	2	2	61
Capital	0	66 (94%)	2	9	77
Central	1	18 (62%)	0	0	19
Federal	0	15	0	0	15
Northern	0	25 (78%)	0	0	25
Southern	1	13 (76%)	1	0	15
Total	2	202	5	11	220

The percentages in the regular column, represent the numbers of PHIs in that zone who members of the Branch.

Once again the Branch is selling raffle tickets for a free CIPHI membership. See you zone councilor to purchase tickets. Tickets are 1 for \$5, 2 for \$8, or 3 for \$10. The last day to purchase tickets is Feb. 23, 2007. The draws will be made at the Spring General Meeting.

Respectfully submitted,

Tricia Herridge
Alberta Branch Membership Committee Chairperson

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