

# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

Newfoundland and Labrador Branch

ANNUAL GENERAL MEETING

Hotel Gander

Minutes - October 27, 2003

**Attendance:** Chris Hart, Pat Murray, Paul Noseworthy, Douglas Howse, Stella Kyritsis, Sharon Williams, Stephen Barbour

## **Agenda Items:**

Call to Order The meeting was called to order by PN at 7:13 p.m.

### **1.0 Review of Minutes (June 19, 2003)**

- The minutes from June 19, 2003 were reviewed.
- Membership Requirement for EHO's - DH reported that Darryl Johnson had indicated that contact had been made with the Dept. of Government Services and Lands and that it was agreed that new Environmental Health employees would be required to become members of CIPHI, but this would not apply to existing employees. PN noted that a recent advertisement for a student program did not make any such stipulation, even though the students would be required to work in either the St. Anthony or Goose Bay office.
- Finances - DH reported that at the time of the previous meeting, it was thought that the branch would not be receiving the full membership fees. However, a refund for the full amount was received since that time.
- Motion by DH to accept minutes as read. SB seconded the motion.

### **2.0 Election of Officers**

- Nominations for the new executive were accepted in advance and from the floor by Pat Murray. Results are as follows:
  - Paul Noseworthy, President
  - Chris Hart, Vice President
  - Doug Howse, Secretary / Treasurer
  - Darryl Johnson, St. John's Councillor
  - Cal Morgan, Eastern Councillor
  - Pat Murray, Central Councillor
  - Brian Moores, Western Councillor
  - Gwen Elliott, Northern Councillor

### **3.0 Business Arising**

#### **3.1 Proposed Constitutional Change**

- DH noted that the proposed constitutional change, to reduce the number of regional councillors in the branch executive, had been posted on the Branch website for over a year, and had been mailed/e-mailed to all members.
- SW moved to accept the changes. SB seconded the motion. Motion was passed unanimously.

### 3.2 National Conference 2003 - Summary and Report

- PN provided a president's report as a summary of the conference.
- DH noted that he had a PowerPoint presentation available to summarize the sessions that he had attended. CH suggested that this should be e-mailed to all members.

### 2.3 Treasurer's Report

- DH provided a report of the branches account and spending from January 1, 2002 to the present. The current account balance is now \$4363.13.
- PN indicated that the branch will no longer be receiving the full membership fees as we have in previous years.
- SW moved to accept the treasurer's report as written. SK seconded the motion.

### 3.4 Membership / Recruitment

- DH indicated that we currently have 17 paid members from Newfoundland and Labrador, as well as five members from Quebec. It was noted that Gwen Elliott is currently a member in good standing in the Alberta branch.
- SB indicated that EHO's are unwilling to become members when the branch is not making any obvious effort to advocate on behalf of public health issues.
- PN noted that some fund raising efforts would be needed in order to provide the branch members with extra services.

### 3.5 Fundraising

- PN suggested the sale of CIPHI T-shirts to raise money.
- CH suggested that the branch look into the viability of organizing a golf tournament to raise money. Half of the money raised could be used by the branch, with the remainder being donated to a worthy cause.
- SW noted that the Whiteway Golf Course would be opening in 2005 and therefore may be welcoming advance bookings. CH recommended that we pursue an established course in order to ensure good participation.
- DH proposed that CH look into the options for the golf tournament.

## 4.0 New Business

### 4.1 Branch Educational Conference / Social Event 2004

- PN explained the reasoning behind the cancellation of the educational in-service previously planned for October 2003, namely: the timing was too rushed to allow for the organization of quality speakers, and the in-service would not generate any extra funds for the branch.
- PM emphasized the need for advance planning for any educational in-service.
- PM recommended the formation of a planning committee for an educational conference in the fall of 2004. Names suggested for potential committee members were: PN, CH, DH, SK, Gwen Elliott, PM, Darryl Johnson, and Cal Morgan.
- DH indicated that he would organize a meeting of the proposed committee.

#### 4.2 National Education Conference 2004 (PEI)

- PN noted that the 2004 National Educational Conference would be held in Prince Edward Island on June 28-30. All CPHI's are encouraged to attend.
- PN also indicated that the National Executive has requested to hold the 2007 National Educational Conference in NL.

#### 4.3 Canadian Public Health Association Conference 2004 (St. John's)

- DH noted that the CPHA will be holding its National conference in St. John's on June 13-16. All CPHI's are encouraged to attend. DH also noted that he and PM were members of the NL branch of the CPHA.

#### 4.4 Next Meeting

- PN suggested that the next branch meeting could be held in St. John's and by teleconference at the same time as the Environmental Health Coordinators' meeting in February 2004.

SK moved to adjourn. CH seconded the motion.  
Meeting adjourned at 8:35 p.m.

#### **ACTION ITEMS:**

1. Darryl Johnson to e-mail Bill MacKenzie regarding the recent job advertisement.
2. DH to e-mail the PowerPoint conference summary to all members.
3. CH to investigate the possibility of a golf tournament.
4. DH to organize a meeting of the proposed 2004 conference committee.

Submitted,

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Douglas Howse C.P.H.I.( C)  
Secretary / Treasurer, NL Branch  
October 31, 2003