

***CIPHI Manitoba Branch Minutes***  
***May 13, 2013***

*In Attendance: Darcy Chrisp, Stephen Yeo, Ali Rana, Rhea Lefko, Kathleen Martin, Shaun Miles, Dana Gallant, Greg Stevenson*

*Regrets: Stéfane Gravelle*

1. **Call Meeting to Order:** 12:05
2. **Approval of Agenda:** Motion to approve by Rhea, seconded Greg, all approved and motion carried.
3. **Reading and Approval of Previous Meeting's Minutes:** Motion to approve by Greg, seconded by Rhea, all approved and motion carried.
4. **Correspondence Received and Read:**  
We received \$1000 from Green Communities Canada for the "Well Aware" handout that was reviewed by Ali.
5. **Business Arising from Minutes or Correspondence:** None.
6. **New Business**
  - a) **2013 National Conference Update**  
Currently at 170 delegates registered, the early bird registration deadline was May 1, 2013. Estimated attendance of 200-300 delegates including exhibitors. We foresee a slight profit of \$20,000 for the branch; another \$20,000 has to go to National so a total profit of \$40,000.  
The Manitoba Tribal Councils all on board for sending EHO's to the conference, all MB Health PHI's are registered, we are not sure of how many EHO's from Health Canada will come, as it depends on northern flooding concerns.
  - b) **"This is Public Health" Initiative:** Deferred until after the conference.
  - c) **Branch Terms of Reference:**  
Motion to accept TOR for the Advocacy Committee by Rhea, seconded by Ali, all approved and motion carried.  
Motion to accept TOR for Manitoba Branch Vice President by Rhea, Seconded by Dana, all approved and motion carried.  
Motion to accept TOR for Newsletter (the Placard) Committee by Greg, seconded by Rhea, all approved and motion carried.

Action Item: Darcy to circulate and all responsible to complete the following TORs: MB BOC Rep - Karen Leewing, Education Committee - Darcy, Environmental Public Health Week - Ali Rana, Membership Committee - Dana, Past President - Stéfane, President - Darcy, Secretary - Dana, Treasurer - Shaun, Branch Councilor - Kathleen, Constitution/bylaw - Stephen, Website - Carmen Cross.

Action item Darcy to send out TOR template to appropriate people.

Action Item: Darcy to check with the Saskatchewan and Atlantic CIPHI branches to enquire if they have any benefits for executive members.

7. **Good & Welfare:** Ron Slater passed away, former PHI, ended his career as an environment officer with MB Conservation. Age of 61.  
Kathy Wood's memorial is next Saturday in Swan River.  
Tom Smithson recently retired from Health Canada.
8. **Next Meeting:** Noon, Monday, August 26, 2013
9. **Adjournment:** Motion to adjourn by Greg, seconded by Shaun, all approved and motion carried. 12:43pm