

CIPHI Manitoba Branch
Meeting Minutes

January 20, 2014

In Attendance: Rhea Lefko, Stephen Yeo, Darcy Chrisp, Ali Rana, Stéfane Gravelle, Kathleen Martin

Regrets: Greg Stevenson, Dana Gallant, Shaun Miles

1. **Call Meeting to Order:** 12:05
2. **Approval of Agenda:** Motion to approve by Kathleen, seconded by Stefane, all approved, motion carried.
3. **Reading and Approval of Previous Meeting's Minutes:** Motion to approve by Rhea, seconded by Ali, all approved, motion carried.
4. **Correspondence Received and Read:** None.
5. **Business Arising from Minutes or Correspondence:**
 - Darcy spoke with provincial and federal management about increasing registration fees for our upcoming conference. Both employers had no issues with it.
 - Stefane Gravelle has agreed to be the AV point person for our upcoming conference.
 - The retirees are open to having regular members attend the annual retiree lunch in the coming years.
 - Non CIPHI conference support policy has been revised. Rhea had one concern with it and will send Darcy the revision she suggested.

6. New Business

a) 2014 Spring Workshop

We have officially filled 3 timeslots with 2 speakers. We will hear a presentation on Dealing with Difficult People by Janet Schmidt and a presentation on Mindfulness in the Workplace by Shauna Ellerby. Kathleen has been in contact with someone from Brandon University who would be willing to present on working with millennials and she will follow up with them. Darcy has been in contact with someone willing to do a verbal judo presentation and he will follow up them. Darcy also has a line on two other speakers. Once details of all speakers is confirmed, Darcy will circulate to the executive to make a decision on last two speakers for program.

Conference participants will eat at Altos lunch buffet, located in the hotel. There will be a designated area for delegates to sit.

Darcy has looked into the idea of business card holders as our conference gift. All approved.

The NCCEH has agreed to give us \$1000.00 in sponsorship for our event.

Rhea has agreed to be the moderator for the workshop

Executive meeting to take place on April 7th at the hotel. Dinner included.

Poulins will host a hospitality suite the evening of April 8th.

Action Items: Kathleen Martin to bring her personal computer for use at the conference. Kathleen Martin to obtain an abstract from the millennial presenter and circulate to the group.

Upon receipt of Shauna Ellerbys contract Rhea to forward it to Shaun so that he can have payment prepared.

Darcy to follow up with Verbal Judo speaker, Debbie Scarborough to obtain an abstract and circulate to the group.

Darcy and Kathleen to look further into purchasing business card holders.

Shaun to invoice the NCCEH for \$1000.00 for sponsorship.

Executive to mark both April 7th and 8th events on their calendars.

Executive to work on reports for 2013 AGM.

b) Support for Non CIPHI educational events Policy

A policy has been drafted. The policy will be effective as of 2014.

Action Items: Rhea to submit proposed changes to Darcy.

c) Video Contest

The advocacy committee has voted and Dayna and Ashlee have been declared this year's winners.

For next year we would like to emphasize to participants the importance of being factually correct and perhaps require references for all factual information. We would also like to add a minimum length to the video.

Action Items: Rhea to Contact Carmen and have her make an announcement of our contest winner by January 31, 2014 on our website.

Rhea to contact Shaun with details regarding cheques for the winning school and students.

Rhea to arrange to present cheques to winning students and classroom.

7. **Good & Welfare:** Dianne Oertles Dad passed away. Julie Scarpinos Grandfather passed away.

Action Item: Dana to send a card to the Oertels and to Julie.

8. **Next Meeting:** Noon: March 10, 2014

9. **Adjournment:** Motion to adjourn **12:38** by Kathleen, Seconded by Stefane, all approved, motion carried

