

Minutes

October 21, 2014

12:00pm

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Manitoba Branch Executive: Kathleen Martin (President), Ali Rana (Vice President), Rhea Lefko (Treasurer), Victoria Ly (Secretary), Kiran Brar (Councillor), Kiran Sidhu (Councillor), Tyler Hebb (Councillor), Anitta Sundarampillai (Councillor), Monique Nguyen (Councillor)

Invited Guests: None

#	Item	Notes	Lead
1	Welcome & Roll Call		Kathleen Martin
		Meeting commenced 12:06 pm All Executive Members in attendance	
2.0	Approval of Agenda		Kathleen Martin
		Motion: Tyler Hebb Second: Rhea Lefko	
3.0	Approval of September 22, 2014 Executive Meeting Minutes		Kathleen Martin
		Motion: Ali Rana Second: Monique Nguyen	
4.0	Correspondence Received and Read		R. Lefko
		None to report	
5.0	Standing Items: Operational		
5.1	Financial Update	Working on next year's budget. Draft budget should be completed shortly. Budget to be done no later than January	R. Lefko

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5.2	Education / Training	<p>Speakers Sponsors and exhibitors Silent auction Delegate bag Promotional items Gifts for speakers Monique Nguyen, to do registration? Tyler Hebb – responsible for AV and technical items Kathleen to make a to-do list and timeline Need to brainstorm a theme for conference</p> <p>Kiran Brar to spearhead looking into broadcasting CIPHI conference talks as webinars</p> <p>Action item: Kathleen to send Kiran Brar information needed for broadcasting webinars</p>	K. Martin
5.3	Membership / Student Recruitment	<p><i>*Discuss change to Membership Engagement</i> Welcome package for new members? Very few Health Canada employees are in CIPHI Action item: think of ideas to recruit and retain membership. Send ideas to Monique</p>	M. Nguyen
5.4	Constitution / By-Law	No update	R. Lefko
6.0	Standing Items: Advocacy		
6.1	Awards	<p>No update Membership pins given at 25 and 50 years</p>	K. Martin
6.2	Environmental Public Health Week	<p>Discussion of feedback Positive feedback, members seemed to appreciate it MB Health and Health Canada to merge next year?</p>	K. Martin
6.3	Social Committee	<p>Send out a survey to membership to gauge interest in various ideas 1st night: Wine and cheese night Ideas: murder mystery, laser tag</p>	K. Sidhu
6.4	Website	Victoria to go over website and correct spelling mistakes	K. Martin / C. Cross

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6.5	Placard	Kathleen to work on next edition. However, we need someone to take over!	K. Martin
6.6	Advocacy	Pest management pamphlets in restaurants for operators?	K. Martin
6.7	Twitter / Facebook	Victoria to make Twitter and Facebook feed more active	V. Ly
7.0	Business Arising from September 22, 2014 Meeting		
		<i>None</i>	
8.0	New Business		
8.1	6 month Check-In	<i>No comments</i>	K. Martin
9.0	Good & Welfare		
	Rhea got engaged		
10.0	Next Meeting		
	Action Item: Kathleen to send out email with possible dates. Nov 22 for Monique?		
11.0	Adjournment		
	Motion: Tyler Hebb Second: Rhea Lefko	Meeting adjourned 1:00pm	