

Present: Ali Rana (President), Jennifer Hughes (Vice President), Kathleen Martin (Past President), Mike LeBlanc (Treasurer), Natalie Lowdon (Secretary), Monique Nguyen (Councillor), Gursevak Kasbia (Councillor) and Cristina Bueti (Councillor).

Regrets: Kiran Sidhu (Councillor), Lorelle Weiss (Councillor)

1	Welcome & Roll Call
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2.0	Approval of Agenda – Motion to approve agenda by Ali Rana, seconded by Mike LeBlanc.
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3.0	Correspondence Received and Read
	None.

4.0	Standing Items: Advocacy
	Correspondence sent by the President: letter was sent to 50 year pin recipients, Bert Berrard & Dean Sargeant.

5.0	New Business
5.1	Review of Standing Committees- Committee chairs were appointed.
	<p>Education and Training</p> <p>Chair: Gursevak Kasbia Members: Ali Rana, Cristina Bueti, Kiran Sidhu, Kathleen Martin, Natalie Lowdon</p>
	<p>Constitution and By-law Committee</p> <p>Chair: Kathleen Martin Member: Mike LeBlanc</p> <p>Action items: Committee to review the national and provincial by-laws. By-law to be updated so that it is in line with National by-law and current practices.</p>
	<p>Membership Committee</p> <p>Co-chairs: Natalie Lowdon and Monique Nguyen. Chairs require up-to-date membership access.</p> <p>Action item: Ali to approach National to try and gain direct access to membership.</p>

	<p>Social Committee</p> <p>Chair: Kiran Sidhu, Members: Monique Nguyen, Jennifer Hughes</p>
	<p>Advocacy Committee</p> <p>Chair: Jennifer Hughes, Members: Natalie Lowdon, Cristina Bueti, Ali Rana</p>
5.2	<p>Consideration for a Special Committee- see notes for Advocacy Committee.</p>
5.3	<p>Update from Treasurer</p>
	<p>Annual EHFC Donation</p> <ul style="list-style-type: none"> Branch president received a letter from the EHFC president regarding annual Environmental Health Charity EHFC donation. MB CIPHI typically gives an annual donation. EHSC fundraises and issue grants to environmental health students via scholarships and awards. Last year the donation was \$250. Was clarified that overall donation was \$450 with silent auction donation. Motion to donate \$250 by Mike LeBlanc. Seconded by Kathleen Martin. All in favour. <p>Action item: Branch donation to EHFC for \$250.</p>
	<p>Correspondence Received and Read:</p> <ul style="list-style-type: none"> Membership email received from member. Request for executive to address membership benefits. Suggested free webinars, CIPHI Branch Executive hosts Environmental Public Health Week throughout the province, and a media release every Environmental Public Health Week to advertise the week. Membership engagement: Members have come forward to help with the committee. Discussion suggested a task committee within the advocacy committee to address the request. Task committee will form goals and then consult with members. Will engage the membership and invite them to the table. Environmental Health Week ideas discussed. <p>Action item: Advocacy committee to meet and discuss above, develop goals and assign task committees.</p> <ul style="list-style-type: none"> Webinars: <ul style="list-style-type: none"> Executive supports advertising educational webinars for CPCs.
5.4	<p>Preliminary discussion of 2 day workshop</p> <p>Education and Training Committee Workshop/Conference:</p> <ul style="list-style-type: none"> National favours having a 2-day conference every 2 years. <p>Action item: Education and Training committee to discuss ideas and present at next meeting in January.</p>

Meeting ended as motioned by Ali Rana, seconded by Mike LeBlanc at 1:01pm.