

**Canadian Institute of Public Health Inspectors
Newfoundland and Labrador Branch
Executive Meeting
January 25, 2005**

Meeting began at 7:15 pm

Attendance: Paul Noseworthy, Chris Hart, Douglas Howse, Darryl Johnson, Cal Morgan, Pat Murray, Brian Moores, Gwen Elliott, Sharon Williams (Member Observer)

Agenda Items:

1. Approval of Agenda

- The agenda was approved as written.

2. Approval of Minutes (November 2, 2004)

- DJ moved to accept the minutes as written. CH seconded the motion. Motion carried.

3.0 Business Arising

3.1 Conference/Golf Tournament 2004

- DH reported that thank you letters were drafted and sent to the Departments and to the NLPHA for their contributions.
- DH also reported that travel funds from the GSC were received and distributed to EHOs.

3.2 Financial Reports from Conference/Golf Tournament

- The \$1000 donation to the Law Enforcement Torch Run has been sent to Bob Whitten. DJ asked if there was any photograph taken to highlight the contribution.

ACTION: CH and DJ to follow up with Bob Whitten regarding the possibility of having a photo taken, for inclusion in the Community section of the Telegram.
DJ to contact the Telegram regarding fees for the Community page.

3.3 Conference Committee 2005

- PN reported that he has received replies from several members indicating an interest in helping with the planning of this year's conference. This year's conference committee will include: PN, DH, CH, DJ, BM, GE, PM, and Bob Savoury. DJ asked the executive their feelings regarding the broad appeal of topics chosen for the past conference. It was agreed that we should maintain an environmental health focus with a broad perspective, to attract other public health/environmental professionals. The location for the conference

will continue to be in St. John's, in order to take advantage of the larger population base and academic institutions.

ACTIONS: Doug/Darryl to arrange the first teleconference meeting in early February.
PN to circulate an e-mail to ask for input from EHOs regarding possible themes/topics for this year.

3.3.1 *Requests for Departmental Funding*

- This has not been done.

ACTION: Darryl to draft a letter for the Department of HCS, requesting \$2500 (Gold Sponsorship).

3.4 *Memorial Awards*

- DJ and PM presented a drafted proposal for a memorial award to be presented bi-annually to an individual recognized for contributing to public health in the province. The proposal calls for a permanent plaque as well as an individual plaque. A donation will also be made to the charity of the award recipient's choice, at the time of the presentation. CM recommended that the names of those who have died should not be included in the document - rather, during the award ceremony, we could recognize those who have passed on since the last presentation. It was suggested that we have a photo collection of past public health professionals for display during the award ceremony.
- As a side note, CM indicated that he has a wooden gavel for the branch which could be used by the president at future meetings.

ACTIONS: DJ and PM to redraft proposal for circulation among executive.
DJ to circulate an e-mail request for photos of past public health professionals.

3.5 *Environmental Public Health Week 2005*

- PN reported that posters and packages were distributed for use during the EPH week. Several regions reported having done displays in honour of the week.
- The proclamation signing could not be done, as the request came too late to the communications people. DH suggested that perhaps the Dept. Of Government Services would be quicker to take action on such a request. However, it was agreed that we should maintain the link to the Dept. Of Health and Community Services, and make the request earlier in the year.
- Vinyl signs have been ordered for the branch, to be used in any future displays in the regions.

3.6 *Branch Registration*

- The application for branch registration was reviewed, for free, by a local lawyer. In her opinion, the application looks fine for submission. Some discussion followed regarding what branch registration entails.
- PN suggested that we should wait until after the next election before the branch is registered. This would avoid the extra fee associated with changing the names of the board members.
- CM raised the issue of professional registration as an option for consideration in the future. Many of the benefits of professional registration were discussed. The group agreed to list this item as new business in the next executive meeting.

3.7 *Affiliation with NLPHA*

- There was much discussion and debate regarding the pros and cons of affiliation with the NLPHA. PM reminded the group that the branch has been an affiliate of the NLPHA since the late 1990s. GE noted that the NLPHA has been advocating on environmental health issues while the branch has not. DJ cautioned the group that by affiliating with a larger group, we may lose our own identity or public profile. CH noted that there is a financial benefit to being an affiliate, as the branch may be able to request funding up to \$200 for special events. DH noted that if we are to be an affiliate, the branch must be kept informed of NLPHA meetings and decisions being made. CM moved that we continue to be NLPHA affiliates by paying the new \$30 affiliation fee for this year, on a trial basis. CH seconded the motion. Motion carried with one vote against.

4.0 *New Buisness*

4.1 *Smoking Ban Consultation*

- PN reported that the branch has received a request from the Minister of Health and Community Services to provide comments regarding the coming ban on smoking in bars and bingo halls. A series of questions has been submitted for response.

ACTION: DJ to forward electronic copies of the consultation document to the executive for discussion. A letter of response will then be drafted.

4.2 *Branch Banners*

- PN had received an invitation from the NEC to order branch banner displays as part of a larger order. The group agreed that the branch signs that we have ordered should be adequate for our needs at present.

5.0 *Next Meeting*

- The next meeting will be held as a Conference Committee Meeting in early February.

The meeting carried into the Annual General Meeting at 8:00 pm.