

Annual General Meeting May 26, 2007

	Agenda Item	Discussion & Decision	Action by
1.0	Call to Order		
2.0	In memoriam		
3.0	Agenda	3.1 Additions or Deletions to Agenda	
		3.2 Adoption of Agenda	
4.0	Adoption of Minutes	Adoption of Minutes of Previous Meeting – October 5, 2006	
5.0	Executive Reports	5.1 President	
		5.2 Vice President	
		5.3 Treasurer	
		5.4 Secretary	
6.0	Zone Reports	6.1 Arctic	
		6.2 Northern	
		6.3 Capital	
		6.4 Central	
		6.5 Calgary	
		6.6 Southern	
		6.7 Federal	
7.0	Committee Reports	7.1 Communication – Website & Newsletter	
		7.2 Board of Certification	
		7.3 Membership	
		7.4 Advocacy	
		7.5 Environmental Public Health Week	
		7.6 Social Committee	
8.0	Business Arising	8.1 2006 Fall Workshop	
		8.2 Conference Sponsorship Policy	
		8.3 Honorariums for Executive Members & Committees	
		8.4 2009 National Education Conference	
		• General Update	
9.0	New Business	9.1 2009 National Education Conference	
		• Seed Money Request	
		9.2 Concordia Sponsorship Proposal	
		9.3 Membership Raffles	
		9.4 Elections	
		• Associate Executive	
		• Zone Councilors	
		• Committee Chairs	

Annual General Meeting May 26, 2007

Present: Kara Bascom*, Michael Lambert, Sarah Nunn, Peer Mikkelsen, Garth Gosselin, Andrea Hohne*, Jeremy Vaughan, Christina Schmitke, Dan Richen, Victor Mah*, David Crowe, Karen Clarke, Grace Mar, Jeremy Spencer, Sujata Patel, Marlene Welch, Jacquie Schnider, Gary Butler, Bill Hohn, Phi Phan*, Merry Turtiak*

* denotes Executive Member

Quorum reached from: 10:40 AM to 1:30 PM

Quorum lost at 1:30 PM – noted in the meeting minutes

	Agenda Item	Discussion & Decision	Action by
1.0	Call to Order	10:40 AM	
2.0	In memoriam	No names submitted	
3.0	Agenda	3.1 Additions or Deletions to Agenda <ul style="list-style-type: none"> • No additions or deletions. 	Closed
		3.2 Adoption of Agenda <ul style="list-style-type: none"> • Jacquie moves. Gary seconded. Motion carried. 	Closed
4.0	Adoption of Minutes	Adoption of Minutes of Previous Meeting – October 5, 2006 <ul style="list-style-type: none"> • Dan Richen moves acceptance. Garth seconded. Motion carried. 	Closed
5.0	Executive Reports	5.1 President <ul style="list-style-type: none"> • Victor Mah moves acceptance. Kara Bascom seconded. • Highlight: Core competencies. • Motion carried. 	
		5.2 Vice President <ul style="list-style-type: none"> • Andrea Hohne moves acceptance. David Crowe seconded. Motion carried. 	
		5.3 Treasurer <ul style="list-style-type: none"> • Dan Richen moves acceptance. Gary Butler seconded. Motion carried. 	
		5.4 Secretary <ul style="list-style-type: none"> • Merry Turtiak moves acceptance. Bill Hohn seconded. Motion carried. 	
6.0	Zone Reports	6.1 Arctic <ul style="list-style-type: none"> • No report submitted 	
		6.2 Northern <ul style="list-style-type: none"> • Jeremy Spencer moves acceptance. Bill Hohn seconded. Motion carried. 	
		6.3 Capital <ul style="list-style-type: none"> • Victor Mah moves acceptance. Dan Richen seconded. Motion carried. 	

		6.4 Central <ul style="list-style-type: none"> Garth Gosselin moves acceptance. Andrea Hohne seconded. Motion carried 	
		6.5 Calgary <ul style="list-style-type: none"> Kara Bascom moves acceptance. Jacquie Schneider seconded. Motion carried. 	
		6.6 Southern <ul style="list-style-type: none"> Andrea Hohne moves acceptance. Karen Clarke seconded. Motion carried. 	
		6.7 Federal <ul style="list-style-type: none"> Bill Hohn moves acceptance. Victor Mah seconded. Motion carried. 	
7.0	Committee Reports	7.1 Communication – Website & Newsletter <ul style="list-style-type: none"> No reported submitted. 	
		7.2 Board of Certification <ul style="list-style-type: none"> Peer Mikkelsen moves acceptance. Gary Butler seconded. <p>Discussion: Q: Do you have to be a Kelowna Conference Delegate to attend examiner training? A: No</p> <p>Q: Do you have to participate in the training to be an examiner? A: Currently no, but that is the end goal.</p> <p>Q: Do you know the pass rate? A: Nationally approximately 59% of students passed; with a very low pass rate occurring in Ontario</p> <p>Suggestion: Have a train the trainer program for examiners in province potentially tied with a branch activity (ex. AGM, Branch workshop). This may be helpful for those members not able to attend Annual Education Conferences.</p> <p>Suggestion: Increase the examiner pool to avoid conflicts of interest between students and potential examiners.</p> <p>Q: What are the prerequisites to being an examiner? A: Member of CIPHI and 5 years of experience. In addition, the person must be able to have mannerisms which are not threatening or overbearing to the student.</p> <p>Motion carried.</p>	
		7.3 Membership <ul style="list-style-type: none"> Garth Gosselin moves acceptance. Jeremy Spencer seconded. Motion carried. 	
		7.4 Advocacy <ul style="list-style-type: none"> No reported submitted. 	
		7.5 Environmental Public Health Week <ul style="list-style-type: none"> Kara Bascom moved acceptance. Sarah Nunn seconded. Motion carried. 	

		<p>7.6 Social Committee</p> <ul style="list-style-type: none"> Hockey Pool – Not going well for many members due to unexpected upsets. Narrowed down to 5 members who are vying for first place. The top three finishers will be awarded cash prizes of \$50, \$30 and \$20 respectively Golf Tournament – July 7, 2008 – Tee off at noon; Speargrass Golf Course – south of Strathmore; \$99 for members; \$119 Non-members. Contact Keith Lee or Peer Mikkelsen to register. <p><i>Action: Circulation of poster and directions to the membership.</i></p>	Merry Turtiak – completed 06/01/07
8.0	Business Arising	<p>8.1 2006 Fall Workshop</p> <ul style="list-style-type: none"> Approximately 150 attendees and overall the conference went well. An unexpected lunch cost did impact the budget. A profit of \$3724.27 was made. Thanks and congratulations are made to all branch members who volunteered their time to host the conference. <p><i>Action: Advise 2007 Workshop Chair to contact PHAC for funding assistance.</i></p>	<p>Closed – once action item completed. (Completed 05/30/07)</p> <p>Merry – completed 05/30/07</p>
		<p>8.2 Conference Sponsorship Policy</p> <p>Merry Turtiak provided an overview of the intent of this policy. The document has not been completed.</p>	Tabled
		<p>8.3 Honorariums for Executive Members & Committees</p> <p>Victor Mah moved acceptance of this operational policy. Gary Butler seconded.</p> <p>Discussion:</p> <ul style="list-style-type: none"> Victor Mah provided an overview <p>Q: Why are committee chairs only reimbursed for social events? This seems to not recognize their professional assistance or value. A: The thought behind this was try to put a dollar value to it and this seemed to be the most appropriate way to address this.</p> <p>Recommendation: If you are giving to recognition, do that to professional events.</p> <p>Q: Since we have a president, vice president and past president – should there be an organizational response to decide who attends in their speed? A: This needs to be clarified as to order of precedence to attend functions.</p> <p>Q: The reason for the 12 consecutive months of service?</p>	

		<p>A: The goal is to try and garner a 2 year commitment from all Executive positions and Committee chairs.</p> <p>Add: Operational policy to be reviewed every year</p> <p>Friendly amendment : That a committee chair can choose any 2 of 4 following items as a benefit: Early bird registration to the Annual Education Conference, Early bird registration to the Alberta Branch Workshop, AB Branch social event or AB Branch Golf Tournament.</p> <p>Motion carried.</p> <p><i>Action: Victor Mah to make appropriate changes to the policy.</i></p>	Victor Mah
		<p>8.4 2009 National Education Conference</p> <ul style="list-style-type: none"> • General Update: Conference committee has been created and volunteers found to participate. The conference will be promoted at the Kelowna conference. • All members are encouraged to volunteer if they are interested for the conference. 	Continues
9.0	New Business	<p>9.1 2009 National Education Conference</p> <ul style="list-style-type: none"> • Seed Money Request <p>Peer Mikkelsen moves the 2009 Conference Committee be given \$40,000 in seed monies. Sarah Nunn seconded. Discussion:</p> <ul style="list-style-type: none"> • Should be noted that \$18,000 has been given to the conference committee already to secure the hotel. A further \$12,000 is needed in Feb 2008 and May 2008 to secure the hotel. The Branch Executive apologizes to the membership for providing these funds without following the process as set out in the bylaws. • Additional \$10,000 requested to secure social activities and events • Suggested: The conference be given \$50,000 total to ensure sufficient funds are available. • Suggestion: To avoid future issues around seed monies process for conferences, that an addition be made to the Branch bylaws to allow the Branch Executive to make that decision outside of a general meeting. <p>Friendly amendment: Conference committee be given \$50,000 in seed monies. (Original mover agreed)</p> <ul style="list-style-type: none"> • Note these monies will be returned first to the Branch prior to profits being distributed between the Branch and National. <p>Motion carried.</p> <p><i>Action: Treasurer to provide funds to the Conference Committee</i></p>	Closed
		<p>9.2 Concordia Sponsorship Proposal</p> <ul style="list-style-type: none"> • Victor Mah moves acceptance of the sponsorship proposal. Bill Hohn seconded. 	Continued

		<p>Discussion:</p> <ul style="list-style-type: none"> • Victor Mah provided an overview of the document. • Point of clarification: Date of document should be April 2007 <p>Q: How long does the Branch have use of the facility? A: Approximately 10 years</p> <p>Q: Is this a sponsorship, donation or partnership? A: Donation</p> <p>Comments:</p> <ul style="list-style-type: none"> • Notice of recognition of the Alberta Branch at the room entrance and donation tree has occurred despite having not having this donation approved. • Speaks volumes to the view of the Branch • Give to one school, should give to others. No all PHIs are from Concordia in this province. • Should be an expense of the school to outfit the classrooms with furniture, that is why they pay tuition • Classroom is in Edmonton, so not all members could use it. • Have to remember the Branch is a provincial body, and we can't be all things to all schools. We need to support locally • We are already supportive of this program and the students with the President's Award and by providing instructors. • More applicable equipment to train better inspectors would be appropriate, not furnishings. • Concern that we don't have a financial plan to handle funds, and before we can consider this. • How the money is spent is not a large concern, it's a good recognition of CIPHI - Alberta Branch • Concordia has been supportive of the Branch Workshop etc – there is a relationship that will return this money to us ten-fold • Amount of money is not a large amount – if we choose to distribute it between schools not as valuable • Furniture is just furniture – instead we could choose or stipulate what they spend it on • The amount of \$157,000 is not a lot for an organization to have. • Promoting ourselves is a good idea • Disagree about all schools – 7 other branches that donate regularly to other schools, stabilized our field for inspectors, always been there for us at conference, impossible to miss the advertising dollars, this is an 	
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		<p>opportunity for the Branch to grow up and become professional and get recognize, believe the \$10,000 will return an investment of \$25,000</p> <p>Called the question.</p> <p>Recognized Quorum was lost. Item will be tabled to the FGM.</p>	
		<p>9.3 Volunteer Survey Merry Turtiak provided an overview of the Volunteer survey.</p>	Continues
		<p>9.4 Proposed Member Awards and Luncheon Merry Turtiak provided an overview of the planned committee and accompanying luncheon that has been suggested by the Executive. An awards committee will be struck.</p>	Continues
		<p>9.5 Membership Raffles</p> <p>Early bird – Edmond Gee* early registration to 2009 National Conference in St. John's Nfld. Northern – Ron Pillidge Capital – Doug Everett Central – Scott Budgell Calgary – Kori Woodward Southern & Federal – Subhendra Dharampual</p>	Closed
		<p>9.6 Elections</p> <ul style="list-style-type: none"> • No elections were held due to loss of quorum • Jason MacDonald will representing Capital Zone • Garth Gosselin will be representing the Central Zone • A zone councilor is needed for the Arctic Zone • A call will be made for Committee Chairs 	Continues
	Adjournment	Meeting ended at 2:10 PM	

President's Report
Annual General Meeting – May 26, 2007
Calgary, AB

Core Competencies was the phrase that started 2007 as I attended a workshop on behalf of the Branch with other public health workers (front-line and management) to discuss the Pan-Canadian Core Competencies for Public Health (available at http://www.phac-aspc.gc.ca/php-ppsp/core_competencies_for_ph_index_e.html). The discussion was frank and productive. Other than my car not starting, it was a great day of collaboration and discourse. On the National side of the Core Competencies project, the Steering and Working groups met in Vancouver in the first week of January. The project is progressing with the cascade of support building across the country. To keep abreast of developments I would suggest that members go to the National website. And while speaking of the Core Competencies project, I chaired an *ad hoc* committee that reviewed a discussion document pertaining to the Environmental Public Health Professional's Scope of Practice. The document is in its final stages of approval and will hopefully be approved for public distribution by the National Education Conference in June 2007.

A tip of the hat is extended to the Calgary Health Region for their planning of the Annual Education Conference being held in Alberta in 2009. A committee has been struck to plan the 75th National conference which will be held at the Delta Lodge at Kananaskis. For those interested in volunteering in assisting the committee, please drop a line to me (president@ciphi.ab.ca) and I'll get you in touch with the right people.

Alberta Environmental Health Directors' Council (DC9) Update

Since the last update, there have been two meetings of DC9. At this time there are no major updates to relate to the membership.

Concordia Professional Advisory Committee

The advisory committee has not met since the last President's update. All is not quiet with the Concordia program however, as the Environmental Health program has found a new home in the newly constructed Hole Academic Centre on the main campus of Concordia University College. And with the move, the membership has been provided a proposal to have CIPHI Alberta reinforce their commitment to supporting a local training centre for future environmental public health professionals with a \$10,000 donation. Such a donation should not be viewed as favouritism, but instead a recognition of the necessity of local training opportunities. Just like the other Branches who support their local environmental health institutions, the Alberta Branch should support our own institution as well.

Finally I would like to thank the members for your continued support in the direction that CIPHI Alberta has traversed in the past two years. It is an extraordinary amount commitment to keep the Branch going and it is through the countless hours and efforts of the volunteers on the Executive and Committees that we can be proud of the organization that we have. As this could be my last report to the membership as President, I'd like to thank you all for maintaining your membership and for your support and hope that your support continues onto the next Executive.

Respectfully,



Phi Phan
President

Vice President's Report

Annual General Meeting- May 26, 2007

After a long winter, I think we are all looking forward to summer. Amidst the camping, outdoor recreation and fresh-water swimming, the annual Alberta Branch golf tournament is also a summer staple. Peer Mikkelson and Rob Bradbury have graciously volunteered to organize the event in the Calgary area this year. Please contact one of the organizers if you have items you can donate for prizes. I encourage everyone to attend, no matter your skill level.

Dan Richen stepped forward to organize a Hockey Playoff Pool. The standings look tight, so it should be a close finish. We'll see who has bragging rights at the end of it all.

A Volunteer Survey has been distributed to try to improve the Alberta Branch volunteer base. We are always looking for volunteers for committees and special events. I believe too that with more volunteers the Alberta Branch can find ways to promote our profession even more. Thank you to all those who have helped out in the past and those who have stepped forward today at the Annual General Meeting to be a part of the Alberta Branch future. Please take time to complete the survey, we appreciate your comments.

The Alberta Branch is entertaining the idea of an award's night to recognize contributions to the field of Environmental Public Health. The recognition may take place during the Fall Workshop or in conjunction with a Branch social event, but has not yet been decided. Please talk to your Zone Councillor or member of the Association Executive if you have comments or ideas to share about this proposal.

Respectfully submitted,

Koreen Westly

TREASURER'S REPORT
2006 January 01 – 2006 December 31

General Account Balance 2006 January 01 **\$ 65,860.70**

Revenue

Membership Dues	\$ 10,254.48
Interest/Investments	\$ 34.41
Awards/Tournaments/Social	\$ 3,104.00
Thermometer Sales	\$ 20,816.25
Membership Gifts	\$ 169.00
Branch Workshop Income	\$ 24,995.00
Total Revenue	<u>\$ 59,373.14</u>

Expenditures

Phones/Internet	\$ 136.61
Office Supplies	\$ 924.69
Postal/Courier	\$ 968.67
Banking Services	\$ 92.57
Liability Insurance	\$ 554.15
National Executive Meetings/Activities	\$ 2,092.59
Branch Executive Meetings/Activities	\$ 2,293.58
Branch General Meetings/Activities	\$ 897.39
Branch Zone Meetings/Activities	\$ 720.25
Board of Certification Meetings/Activities	\$ 1,958.47
Concordia Advisory Board Meetings/Activities	\$ 256.32
Branch Workshop Activities	\$ 21,270.73
Thermometer Purchases	\$ 14,534.71
Awards/Tournaments/Social	\$ 4,460.39
Donations	\$ 1,285.59
Honoraria	\$ 1,350.00
Professional Services	\$ 179.14
Total Expenditures	<u>\$ 53,975.85</u>

Branch General Account Balance 2006 December 31 **\$ 71,257.99**

Branch G.I.C.s **\$ 40,860.00**

Branch Scholarship Account Balance 2006 December 31 **\$ 8,020.20**

Branch Workshop Accounts Balance 2006 December 31 **\$ 15,666.74**

Branch Workshop G.I.C.s **\$ 21,040.63**

Inventory (Thermometers) **\$ 436.72**

Total Branch Assets **\$ 157,282.28**

Respectfully submitted,



Keith Lee, Treasurer
2007 March 19

May 17, 2007

Canadian Institute of Public Health Inspectors – Alberta Branch
Attn.: Mr. Keith Lee, Treasurer
Box 1674
Drumheller, AB
T0J 0Y0

Dear Mr. Lee,

RE: Audit of Financial Records for CIPHI - Alberta Branch
January 01, 2006 to December 31, 2006

We conducted an audit of the financial records for the CIPHI - Alberta Branch that covered the period from January 1, 2006 through December 31, 2006. The audit was performed to ensure that financial data was properly recorded.

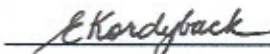
We determined that all credit receipts were recorded correctly as to account, amount and period and are deposited promptly. As well, all debits were properly supported by receipts and applied to the respective account.

We found the records well organized and comprehensive. Mr. Lee's dedication and quality performance in his position as Treasurer is commendable.

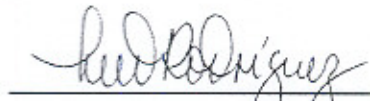
In our opinion, we found the financial transactions to be properly recorded for the period under audit.

This letter is thus submitted for CIPHI – Alberta Branch membership and executive review.

Respectfully submitted,



Edwina Kordyback, CPHI(C)



Ludmilla Rodriguez, CPHI(C)

Members in Good Standing

Secretary's Report Annual General Meeting – May 26, 2007

Spring already, where does the time go?

At this time, I have very little to report as things have been relatively quiet with my duties in regards with the Branch and at the National Level. The database program is still moving ahead with approval to create the program granted at the last National Annual General Meeting.

Due to personal time commitments, the sorting and collection of Branch historical documents have been put on temporary hold. It is hoped a unique collection of materials will be available for us to show at the 2009 Annual Education Conference being hosted by the Alberta Branch.

As always, I encourage everyone to participate in the Branch in some shape or form. Even if it's just for one activity, your participation strengthens our organization.

Sincerely,

Merry Turtiak
Secretary, Alberta Branch

Northern Zone Report

Annual General Meeting - May 26, 2007

Aspen

Contracted services with East Central were terminated in January; as a result a half time position in Smoky Lake was cancelled. A new full time position was created in the St. Paul office. Aspen is happy to welcome Ms. Lu Wang to their region. Ms. Wang sat her BOC in April.

Northern Lights

Northern Lights is currently fully staffed with 5 inspectors in Fort McMurray and 2 in High Level. In May Dragan Sikanja will be taking a job with Capital Health, we wish him all the best. Meghan would love some company in High Level; so if anyone is interested in the fast paced life in High Level, get your name in the hat! Northern Lights is happy to welcome their new hires, Shiv Sharma who sat his BOC in April and Mark Jackson and Josh Burke who will be sitting their BOC in October.

If there is anyone out there who would like a job with excitement and suspense, Northern Lights is looking for a new manager as Darcy has taken the job of Director of Public Health for the Region.

Northern Lights is also happy to welcome a future health inspector to the region, Amanda Jessome has a baby boy on March 19, both mom and baby are doing well.

Peace Country

Peace Country Health is very excited (especially Jim) that Nadine has returned from maternity leave and has re-assumed the Valleyview area. Fred has survived his first couple months in Peace River, which included being, run off the highway on his move up and taking out a large moose with the company vehicle. Fred has determined that he is invincible, which should come in handy during inspections.

Peace Country Health has accepted a practicum student who will be starting in May. Peace Country Health is also happy to welcome back Christine Boutlier who will be returning to Peace River after serving time in Capital Health.

Respectfully submitted,

Adrea Simmons

Northern Zone Councilor

Capital Zone Report

Annual General Meeting - May 26, 2007

Capital Health:

- Since the Fall General Meeting, there have been several new additions to the Environmental Health Officer team: Jason MacDonald, Wayne Quan, Wang Dengzhong, Dragan Sikanga, and Michael Sidra.
- There have also been some movement within Capital Health: Sandra Hamilton now holds the position of EHO II – Housing and Disadvantaged Persons; Keara Shaw will join the Health Education team as an EHO II following her maternity/parental leave; Raymond DeSmit is now an EHO II dividing his time between health education and long term care facilities; and Glenn Jenkins has moved from the Safe Built Environment program to the Safe Food program.
- Once again, Bill Chrapko will be helping out the Healthy Rural Environments program.
- Unfortunately for Capital Health, Christine Boutilier has relocated back to Peace Country.

Alberta Health & Wellness:

- Not much has changed - folks at Alberta Health & Wellness are very busy, as usual.

To acknowledge this year's Environmental Public Health Week, the following activities were successfully completed:

- An announcement appeared on the Capital Health pay stub for the corresponding pay period
- An announcement appeared on the digital billboard at the Dow Centennial Centre in Fort Saskatchewan
- Information was posted on the City of St. Albert website
- Phi Phan was featured during a morning and an evening news program on Global TV as well as on a Shaw Cable program

On the baby front, there have been some new additions – and proud parents:

- Keara Shaw had her baby girl and second child, Ashlyn, on October 12, 2006.
- On October 26, 2006, Rebecca Johnson welcomed her son, Jordan.
- Marie Beliveau and Michael Sidra are proud parents of their baby girl, Emma Olivia.
- Victor Mah welcomed a baby boy Grayson David to his family.

Respectfully submitted,

Rebecca Johnson
Capital Zone

*** CENTRAL ZONE REPORT***

Annual General Meeting

May 26, 2007

East Central Health Region

- ECHR welcomed two new members to their team. Sarah Dreger in the Camrose office, & Wayne Button in the Sedgewick office. Wayne will be covering the MD of Provost, as well as Wainwright.
 - Michael McKnight got married on November 28th, in the Dominican Republic.
 - Trevor Meikeljohn & his wife Nicole, welcomed their first baby, "Tyler James", in October.
 - Speaking of bouncing new additions, Mike, Tricia & Dave recently welcomed bouncing, energetic puppies into their homes.
 - Tricia finally took the plunge, & joined the world of "Homeownership", buying her first home back in December !! Congratulations, Tricia !!!!
 - I would also like to again thank ECHR, & specifically Dr. Benade for his great support, & Tricia, Gord, Pam, & Mike for hosting an awesome Central Zone Workshop in Camrose on December 14th.

David Thompson Health Region

- DTHR was very pleased to welcome Adam Jensen to our team as of April 1st. Adam & his wife Radelle are presently "House Shopping" in Drayton Valley. Mr. & Mrs. Jensen are also expected their first little "bundle of joy" around the end of October !!!
- Not to be "outdone", Diane Luka & hubby Bill, are expecting their first bundle of joy, around the beginning of October !!!!
- As you are all aware, DTHR hosted our CIPHI Alberta Branch, Fall Workshop in Red Deer in October. As this was our first attempt, we found ourselves with a few interesting challenges, but thanks to some of the "Pros" in Calgary for their assistance, all in all, everything turned out great !!!!!!!!!!!!!
- I very pleased to inform you that your new "Central Zone Councilor" will be my awesome office partner, Mr. Garth Gosselin !!! Garth is no stranger to most of you, & I can assure you all, he will do a super job in his new capacity as C.Z.C. I would like to thank each of you for your great support & assistance during my time as Councilor.

Other than that, life goes on in the Central Zone !!!

Respectfully submitted,

Doug Johnston

Central Zone Councilor

Calgary Zone Report

Annual General Meeting - May 26, 2007

Breaking News

- “Never a dull moment” has become our motto as we were recently faced with a Hep A positive food handler at the Wildwood Brewing Company. Meetings were organized, supplies were brought in and a five day vaccination drive was held on our main floor at Centre 15 and at the Acadia Health Centre, May 15th through May 19th. All customers who at the Wildwood between April 30th and May 12th were, through media release and telephone contact, as were all Wildwood Staff. The response to the clinic was incredible and our fearless leader, Rob Bradbury, could be seen greeting and talking with those in line late into the evening hours.
- A very dedicated group of staff members greeted auditors from the Canadian Council on Health Service Accreditation for our official survey on April 17th. The food program was one of nine CHR areas selected to undergo the accreditation process in 2007. Two members of the council arrived at Centre 15 on April 17th and participated in an on-site inspection of a local coffee shop and then conducted an intensive 2hr interview with the accreditation team. The team was comprised of various members of the food program staff, including representatives from enterics, field inspection, education and management. The survey went very well and during a debriefing on the 19th of April at our Southport office, the feedback from our lead surveyor was positive. We are looking forward to reading the final summary document which should be out by the end of the month.
- Committees have been formed for the upcoming 2009 National CIPHI conference in Kananaskis and the buzz has started. Staff are excited and looking forward to supporting CIPHI in organizing a conference that will showcase our province.
- As mentioned in the last update, our website has been receiving considerable attention and has not been developed into a very impressive, up-to-date and advanced site that we are very proud to call our own. Members of the public are now going to our site to access resources such as registration forms and information for our food safe courses, updated policies and regulations or to see the latest closure order postings. We

encourage everyone to visit the site in person at:
www.calgaryhealthregion.ca/envhealth

- Staff living anywhere in the north quadrant of the city were very “surprised” by the upcoming plans to move all field staff and most other areas of our program to a brand new building adjacent to our Southport site. Located at Anderson Rd and Macleod Tr. in the far south, the extra drive time for those of us living in the North will hopefully be a time to catch up on all that self-reflection and meditation we are currently missing out on. At this point, denial simply seems to be the coping mechanism.

Education and Team Building

- On the education front, due to strong support from our management team, we are proud to be sending approximately 25 people to the upcoming National Conference in Kelowna and the RCMP in BC have already been notified.
- Also of note is our continuing work on the disaster planning, which continued this past week with N95 particulate respirator fit test for all staff. These masks are stored in the disaster response bags now standard equipment for all Environmental Health employees.
- Other conferences/courses that have recently been attended by a variety of staff members are playground safety certification, the HSAA AGM in Edmonton and Alberta Agriculture’s HACCP pilot program.
- Finally, an “Army of Soccer Stars” was formed in the winter of 2006 during the Calgary Sport and Social Club’s indoor soccer season. Since then, our team comprised of mainly PHIs, has moved on to the bigger and badder world of outdoor soccer. While not yet ready to enter any world class tournaments, we are very entertaining to watch and have definitely shown vast improvement since our first outing.

Enforcement/Prosecutions

- A sentencing hearing was just held on Wednesday, May 23rd for the Shawarma King case. Due to several years of non-compliance and many confirmed cases of foodborne illness traced back to the facility, the three family members who were deemed as “owners” plead guilty and were give a fine of just under \$21,000. A definite victory and a strong message to other donair/shawarma facilities in our region.

- Several other prosecutions are in various stages and updates will be available by the next zone update.

Personal Events

- We are very pleased to announce two healthy babies in the last few months. Dana and Peer Mikkelsen are the proud parents of their second girl, baby Danika and Kori Woodard and family welcomed their second child, but first boy, baby Robson on April 26th.

Other Info

- As seems to be the case in every workplace in the province, there seems to be no end in sight to the moving and shaking of staff in our department. Jennifer Jacobsen (ex-zone councillor) has moved to Kamloops, leaving a vacancy in the Enterics department. Jennifer May-Hadford was awarded one of ten positions nation-wide as an epidemiological trainee. After months of waiting, Guelph was finally announced as her placement site and she will be moving with her family in July of this year. David Lee, currently situated on our RAM team, has taken a management position in Fort McMurray.
- We are also pleased to announce that Andy O'Laney and Lindsay Sullivan are now officially certified and very pleased to announce they can actually do an approval.
- Finally, as most of you know, Calgary Health Region has recently hired five full-time staff members and plans to hire another five inspectors in the summer have been announced. While the new staff are welcomed and very appreciated, our one dilemma has been desks. Musical chairs for many of the new hires has become an everyday occurrence and love thy neighbour has taken on a whole new meaning in our close quarters.

I hope everyone has a great summer and look forward to seeing some of you at the upcoming Kelowna conference.

Respectfully submitted,

Kara Bascom
Calgary Zone Councillor

Southern Zone Report Annual General Meeting – May 26, 2007

CHINOOK HEALTH

Inspectors in the Chinook Region have been busy welcoming new additions to our staff. Heather Langemann joined our team in January 2007 and two new students have been hired for the summer practicum season, namely Dan Vujevic and Gaileen Williamson. We wish them luck during their practicum and upcoming fall BOCs.

Our department has also been making a number of changes to accommodate the requirements set forth by the Minister regarding disclosure. First, we are in the process of making changes to our existing operating system for reporting. Second, we have revamped our existing external website for environmental public health, health protection. We encourage everyone to take the opportunity to view our new site at www.chr.ab.ca

Food Related Items

- Food establishment operators will be provided with the opportunity to ask the health protection department about disclosure and how it may affect their operations. Open house sessions are planned throughout the Region to assist inspectors with this task.
- The owners of Happy Gardens Restaurant in Vauxhall, AB were fined \$11,500. Non-compliant items include gross unsanitary conditions, non-operational mechanical washer, serving un-inspected meats.
- The Region has been working with water haulers during the past year to ensure compliance with the Public Health Act and its Regulations. To date, a condition has been added to all the water hauler permits to state that all requirements of the Water Hauler Standards are to be complied with.

Other Public Health Related Information

- PHIs have recently become involved with Marijuana Grow Operations in the City of Lethbridge. The major parties involved plan to create a city based response team for future investigations.
- Southern Zone Meeting held in Brooks.
- Chinook Health is proceeding with legal action against an owner of a rental premises within the Region. An update will be included on the next Southern Zone Report.
- Pool operator open house sessions were held in Lethbridge to discuss the changes to the new Swimming Pool, Wading Pool and Water Spray Park Regulation. We had an excellent turnout including both facility operators/owners and hot tub rental facility owners.

Staff Related Information

- Adam Jensen and family have recently moved out of Chinook to pursue careers in the David Thompson Health Region. Thank you for all your contributions, you will be missed!!
- Mike Swystun has moved from the Taber Office to the Pincher Creek Office and John Byrne has moved out to the Raymond Office.

- Sean Robison will be the Water for Like representative for Chinook Health.

PALLISER HEALTH REGION

The Palliser Health Region has also undergone many changes in the past couple of months.

Miscellaneous Information

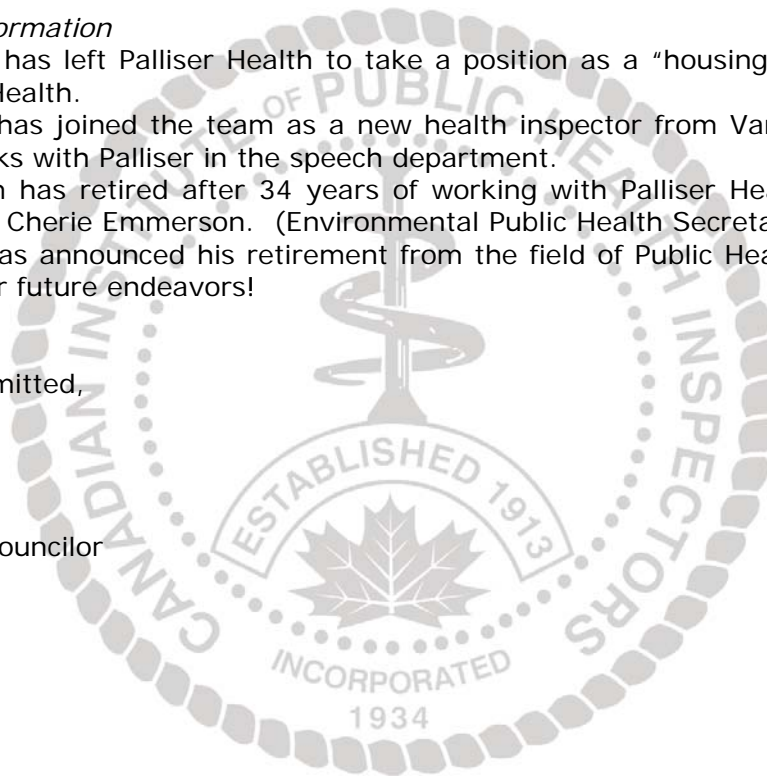
- The Environmental Public Health Department has been working towards the implementation of TMS for their department.
- The Board has recently adopted the Blue Book.
- The Environmental Public Health Department will be moving into a new building by the anticipated date of June end 2007.

Staff Related Information

- Wayne Quan has left Palliser Health to take a position as a "housing" Health Inspector with Capital Health.
- Todd Baxter has joined the team as a new health inspector from Vancouver area. His wife also works with Palliser in the speech department.
- Deb Congram has retired after 34 years of working with Palliser Health and has been replaced with Cherie Emmerson. (Environmental Public Health Secretary)
- Larry Butts has announced his retirement from the field of Public Health. We wish you luck with your future endeavors!

Respectfully submitted,

Andrea Hohne
Southern Zone Councilor



Federal Zone Report

Annual General Meeting – May 26, 2007

Water samples have been taken, the routine inspections have been done and now we are finishing up the last of the annual reports. First Nations and Inuit Health Branch has been very busy over the past months and likely to become busier with summer on the way. This summer we will have Pow Wows, Treaty Days, community gatherings, and sporting events to inspect. We will also have numerous sewage approval inspections as the province including, First Nations communities, continue to grow.

With summer coming we are also working with Emergency Management Alberta to organize flood information. Although we hope for the best, we must always prepare for the worst. Our goal is to have a concise information package to give to residents in flood prone areas and to minimize the damage from flooding.

The River Cree Casino has had a very successful start. Many other communities are looking at the feasibility of building their own casinos. We continue to work with communities to ensure that high standards are maintained and incorporated into the design stage.

We are pleased to have worked with Portage College to develop the *Community-Based Drinking Water Quality Monitoring Program*. This 2-week program focuses on the importance of water quality monitoring and how to properly conduct sampling, testing, and reporting. The purpose of this program is to ensure that First Nations communities throughout the province have people qualified to meet the sampling schedule set by Health Canada. The first class of 12 is now working throughout the province and we are preparing to teach the next class of future water monitors.

We look forward to meeting our two practicum students: Ajitpal Purba and Kyle Wonsiak. Health Canada has many diverse challenges making this a unique placement. Welcome.

In other news we are pleased to announce Joan Yee is the new Senior Environmental Health Officer. She has done a wonderful job as an EHO with FNIHB and we look forward to her leading the department into the future. Congratulations Joan.

Respectfully submitted,

Jon Elliott
Federal Zone Councillor

Alberta Branch Corresponding Member to the BOC Report
Annual General Meeting
May 24, 2007

The Board continues to plan and implement the strategic directions set out for the BOC. As the AB Branch representative on the Board, I'm currently involved with the examination content, completing a Practicum Guideline for training agencies and representing AB Branch interests at the Board table. The following is an update on BOC activity:

Examination

- Dale Nelson coordinated the October and April exams and is a member of the BOC exam selection committee.
- As reported in my Fall report, the purpose of the oral examination is to determine the candidate's technical knowledge of the content area, judgment/decision making and communication skills through scenario questions. Exam content reflects the duties of an entry-level PHI working in Canada. Oral exam consistency has been addressed by developing a national bank of questions. An expert panel has reviewed the exam content and chosen sets of 12 questions that will be used for each candidate across the nation. 40% of the exam assessed food safety and the other 60% assess fixed premises (pools, institutions, housing personal services etc), cdc, water quality and non cdc (air quality, emergency response, land development, waste disposal etc). This is based on core competencies and research into time spent in each area of environmental health across Canada. Ensuring that the exam answers match up with the question, question weighting, acceptable levels of examiner prompting, exam flow and ease of use for the examiner and the candidate, exam security, examiner training, exam marking, exam result reporting and candidate feedback are the types of issues that are being built into the process.
- Exam mark is now calculated based on an overall percentage of total marks assigned and by consensus of all three-panel members.
- The October exam used 12 questions instead of 15 questions. The question format was fine tuned so that the questions are scenario based that require problem solving. The candidates are provided the scenarios in writing in addition to being presented orally. This process change received positive feedback following the April exam in AB.
- The passing score for the exam was increased from 60% to 70% starting with the April 2006 exam. The failure rate of the three exams is being assessed and will be reviewed at the June BOC meeting to determine if any changes to the pass mark are necessary. The failure rate over the past two exams has been higher than historical averages resulting in high scrutiny and analysis of the questions, question format and pass requirement.
- The written report component of the exam will also be reviewed. Concerns have been raised regarding the written report process in regards that it may not accurately reflect the written skills required of PHI's and does not guarantee standardized grading.
- Examiner training will take place at the Kelowna National Conferences. If you are interested in becoming an examiner, I would encourage you to sign up for the course (no charge).

- The feedback to the candidates form is being improved so the candidate has a better understanding of the areas they were weak in.

Practicum

- To improve practicum consistency, practicum guidelines have been developed. The guideline includes training hours for the various components that should be covered during the 12-week practicum. As soon as the guideline receives final Board approval it will be sent out to the training agencies and will also be placed on the web.

Communication

- BOC minutes will be posted on the web starting with the June 07 meeting.

Respectfully submitted,

Peer Mikkelsen



Membership Committee Report Annual General Meeting - May 26, 2007

Membership numbers as of April 2 were as follows (note that the numbers in brackets represent an approximate number of PHIs/EHOs in that zone):

Zone	Life	Regular	Retired	Student	Total
Arctic (11)	0	8	0	0	8
Calgary (59)	0	51	3	3	57
Capital (70)	0	47	1	11	59
Central (31)	1	17	0	1	19
Federal	0	5	0	0	5
Northern (34)	0	24	0	0	24
Southern (17)	1	14	1	1	17
Total	2	166	5	16	189

So far this year we have had quite a few newly certified members, student members, members that have just moved to the province, and those that decided to renew their membership after an absence of several years.

Just a reminder that although you have to renew your membership before March 31 in order to be a member in good standing, you can apply for membership at anytime of the year. An application form can be downloaded at: www.ciphi.ca/pdf/apply-en.pdf.

Thank you to all members who supported the Branch by purchasing raffle tickets for a free membership. Good luck to all of you. The draws will be made during the general meeting. For those of you who cannot attend the meeting, the winners will be announced in the next edition of the Alberta Branch News. Congratulations to the Capital Zone who required extra tickets to meet the demand!

Respectfully submitted,

Tricia Herridge
Alberta Branch Membership Committee Chairperson

**Environmental Public Health Week 2007 Committee Report
Annual General Meeting – May 26, 2007
Calgary, AB**

The Alberta Branch once again celebrated Environmental Public Health Week with our colleagues across the country during the week of January 15 to 21, 2007. Although Alberta Health & Wellness still maintains a policy barring declaration of EPH Week (in addition to other professional recognition weeks), the Branch did work with Alberta Health & Wellness' public affairs department to get the message out about EPH Week 2007.

The news release was issued on the Friday preceding EPH Week and was picked up by health reporters in Calgary and Edmonton. Thanks are extended to Paul von Schoenberg of the Calgary Zone for providing his French language skills for an interview with CBC Radio.

In Edmonton, I was on television a whopping 3 times during the week: Global Morning Show (channel 8), during the Global evening news' Health Matters section (channel 8) and Shaw TV's continuous news reel (channel 10).

Although there was no Branch directed framework provided for this iteration of EPH Week within Alberta, many members took the initiative in extolling the virtues of EPH field and profession by setting up information displays in offices and other public locations. Thanks go to those members who put forth the time and effort from their own busy schedules to increase the awareness of our field.

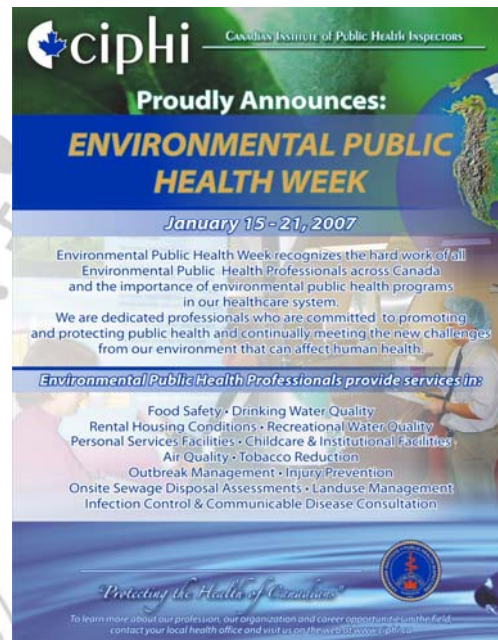
Across Canada, several provinces proclaimed EPH Week including British Columbia, Saskatchewan, Manitoba, Nova Scotia, Prince Edward Island, and Newfoundland and Labrador. As well, similar to Alberta, many members and their associated health units also set-up displays explaining who and what EPH is.

As the years have passed, support and recognition of EPH Week has steadily increased and we must collectively work so that the momentum in recognizing our profession is not lost.

Respectfully,



Phi Phan
President



**CIPHI (ALBERTA BRANCH) WORKSHOP
RED DEER, ALBERTA - OCTOBER 2006
FINAL FINANCIAL SUMMARY**

INCOME ACTIVITY

Item	Received
Delegate Registration (+Social Tickets)	16,195.00
Sponsors/Donations (+ Registration/Social Tickets)	6,450.00
Exhibitors (+ Registration/Social Tickets)	1,350.00
Reimbursements (Hotel Deposit)	1,000.00
Total Income:	24,995.00

EXPENSE ACTIVITY

Item	Spent
Conference Administration Costs Meetings (1,463.59) Committee Appreciation Social (435.80)	1,899.39
Workshop Supplies/Stationery Postage (38.20) Office Supplies (171.28) Poster Boards (188.68) Delegate Manuals (1,918.40)	2,316.56
Hotel Expenses Deposit (1,000.00) Meeting Rooms (1,830.00) Audio-Visual Equipment (460.00) Nutrition Break – Snacks (856.35) Nutrition Break – Beverages (1,539.25) Lunches (3,689.45) Gratuities (851.90)	10,226.95
ICS/BEP Course Venues (40.00) Food (254.17) ICS Manual (95.00)	389.17
Social/Entertainment Facility & Food (2,706.63) Entertainment (550.00) Music (552.00) Transportation (465.08) Supplies (125.97)	4,399.68
Speakers Gift Items (856.66) Accommodation & Travel (882.32)	1,738.98
Reimbursements 2 Registrations (@150.00 each)	300.00
Total Expenses:	21,270.73
Net Profit	3,724.27

Report Prepared by Keith Lee 2007-03-08