2014 – CIPHI Annual General Meeting

October 6, 2014
13:30pm – 16:30pm
Hyatt Regency Toronto
Studio B
370 King Street West Toronto, Ontario
Regulated Profession Working Group

Mandatory Continuing Professional Competencies Project: Amending Ontario Regulation 566

CIPHI ON AGM
October 6, 2014
Regulated Profession Working Group
Mandatory Continuing Professional Competencies Project:
Amending Ontario Regulation 566

Committee Members

• Beth Driscoll, M.A., CPHI(C), CHA, PMP
• Klaus Seeger, B.A.Sc., CPHI(C)
• Patrick Doyle, B.Tech., CPHI(C)
• Ken Gorman, B.Sc., CPHI(C), COHS, CIPC, MCMM
• Christina Milani, B.Sc., CPHI(C), CIC

Beth Driscoll
Chair
Regulated Profession Working Group

Mandatory Continuing Professional Competencies Project: Amending Ontario Regulation 566

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Regulated Profession Working Group
Mandatory Continuing Professional Competencies Project: Amending Ontario Regulation 566

Background

- Canadian Institute of Public Health Inspectors (CIPHI) has acknowledged the importance of having a competent membership
- Continuing Professional Competencies Program in 2010 was developed to assist its members in maintaining their skills, knowledge, and expertise, and to formally recognize these activities
Background

- Participation in this program is mandatory for CIPHI members; however, membership is not compulsory in order to practice as a Public Health Inspector (PHI).
- As a result, PHIs in Ontario do not have to participate in an organized system to maintain and document their continuing professional competency.
Goal

- The Ontario Branch is seeking to have Ontario Regulation 566 Qualifications of the Board of Health Staff, under the Health Protection and Promotion Act R.R.O. 1990, revised to include the requirement for continuing professional development for PHIs
Position Paper One

1. Public Health Inspection is a profession
2. The PHI is a health professional as defined by Ontario legislation
3. Professions have the right of self-regulation
Position Paper One

4. A component of self-regulation is the requirement that members formally maintain their competencies.

5. The Ontario Public Health Standards (OPHS) requires boards of health (BOH) to ensure a competent and diverse public health workforce by providing ongoing staff development and skill building related to public health competencies.
Previous Attempts

• 1950s
  – Thomas Elliott (past National and Ontario Branch President) advocated for Licencing and Registration with requirements for continuing education to the Ontario Ministry of Health

• 1975–77
  – Phillip Barton and the Executive proposed a PHI Act, but legal counsel could not convince the Ontario Ministry of Health, the Ontario Ministry of Environment, or the Ontario government in general that this was necessary
Previous Attempts

• 1984
  – Ontario update the Ontario Health Disciplines Act and again the Ontario Branch presented the case for L&R. However, the Ontario government decided not to include PHIs as a regulated health profession
Previous Attempts

- 1990s
  - Attempted to be part of the Regulated Health Professions Act
  - Presented the rationale that improper PHI assessment/decisions during an investigation could negatively impact a client
  - Rejected on the basis that PHIs do not have “hands-on” activities with clients and therefore could not be included
Amending O. Reg. 566

- This was not an easy decision
- There have been four unsuccessful attempts to be recognized in the RHPA
- Continuing professional competency is too important to our profession ... we need to get this done!
- We believe that amending this regulation has the highest chance of success
RPWG Accomplishments

• Group creation and participation
• Development of stakeholder list
• Position Paper One
  – Mandatory Continuing Professional Competencies: Amending Ontario Regulation 566
  – Emailed to all members via list serve (July 2014)
  – Submitted to EHR (Sep. 2014)
Next Steps – Phase 2

- Develop the wording for regulation change and obtain CIPHI OBE approval
- Stakeholder involvement
  - Identify and communicate
  - Obtain support
Regulated Profession Working Group
Mandatory Continuing Professional Competencies Project: Amending Ontario Regulation 566

Feedback

• Comments, questions, or suggestions:
  – Beth Driscoll, Chair RPWG
    • beth@driscollfoodsafety.com
  – Cameron Weighill, Past President, CIPHI ON
    • Cameron.Weighill@york.ca
  – Tony Makrostergios, President, CIPHI ON
    • tony.makrostergios@smdhu.org
Questions or Comments
Thank you
2014 AGM Agenda

1. Call to Order
2. Assessment of Quorum
3. Appointment of Officials
   3.1. Parliamentarian
   3.2. Sergeant-at-arms
   3.3. Scrutineers
   3.4 Resolutions and Motions Committee Chair
4. In Memoriam
5. Approval of Agenda
6. Minutes of the September 16, 2013 AGM
7. Business Arising
8. Presidents Report (Weighill)
9. Past Presidents Report (Vacant)
10. President-Elects Report (Makrostergios)
11. Secretary-Treasurers Report (Beath)
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In Memoriam

Michael Passarelli
*Hamilton Public Health*
November 29, 2013

Graham Edwards
*Sudbury & District Health Unit*
August 12, 2014

James Flaherty
*Toronto Public Health*
September 4, 2014

Clarence “Al” Conine
*Middlesex-London Health Unit*
August 11, 2014

Cliff Clark
*Peel Region Public Health*
July 7, 2014
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President’s Report

Successes

• Highest Recorded Membership (587 members)
• Position Paper: Mandatory Continuing Professional Competencies: Amending Ontario Regulation 566
• Transitioned to new OBEC structure
• Electronic participation at Annual General Meetings

Challenges

• Lowest CPC program participation in Canada (49%)

CPC Program Success

• Greater than 90% CPC Program participation
  • Durham Region Health Department
  • North Bay Parry Sound District Health Unit
  • Elgin-St. Thomas Health Unit
Success

• Guest member of National Executive Council (NEC)
  • Strategic Planning Session (January)
  • Annual NEC meeting (July)

• Conference Planning:
  • 2014 Ontario Conference – TPH
  • 2015 National Conference – Ottawa Public Health
  • 2016 Ontario Conference – Region of Niagara

Priority for 2016

• Planning for Mandatory Membership
• Advocate for Changes to Regulation 566
• Increased NEC Involvement
• Enhance stakeholder collaborations with ASPHIO and OPHA
Financial Overview

• Branch Conference revenue: $191,507.00
• Total Revenue: $219,701.00
• Branch Conference expenses: $162,268.00
• Total Expenses: $214,898.00
• 2013 Profit: $4803.00

Successes

• Formation of the Finance Committee
• Development of CIPHI Bursary Fund

Finance Committee 2015 Objectives

• Explore the necessity of additional revenue streams
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   12.2. Strategic Communications & Partnerships (Devine)
   12.3. Professional Development (Ramdayal)
   12.4. Advocacy & Policy (Doyle)

13. BOC Report (Schofield)

14. CoPE Report (Gorman)

15. Food Safety Working Group Report

16. Infectious Disease Working Group Report

17. Regulated Profession Working Group Report

18. Resolutions and Notice of Motion Committee (T. MakroStergios)
   18.1. Notice of Motion 1 – Participation by Electronic Means
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19. New Business
Councillor Report: Membership Support and Engagement

Committee:
• Membership Support
  o Lawrenia Ntiri, Gurpinderjit Bajwa

Successes
• Completion of volunteer recruitment strategy:
  o Standardized recruitment process and posting opportunities
• Redevelopment of CIPHI Ontario Branch Award and Bursary procedures
  o Increased awareness of available awards/bursaries

Challenges
• Engaging non-members to become CIPHI members
• Increasing number of applicants for volunteer opportunities
Councillor Report

Professional Development

Achievements

• Participated in National Executive Council Strategic Planning Session

• Partnership with the Association of Supervisors of Public Health Inspectors in Ontario (ASPHIO) and the University of Guelph to conduct a joint study on prioritizing core competencies

• Provide assistance to our membership and other community partners on issues related to CPC program and professional development hours

• Working closely with the Branch Historian to relocated, preserve and catalogue our archived materials to ensure better access, and space
Councillor Report
Advocacy and Policy

Achievements

• Assisted in the development of the position paper: Making the Case for Modification of Ontario Regulation 566

• Updated contact information for Medical Officers of Health for Ontario Health Units

• Coordinated Environmental Public Health Week activities and social media present

Future Goals

• Continue to provide strong link between Regulated Profession Working Group and OBEC

• Maintaining “open door” policy regarding access to the advocacy councilor by current and new members of CIPHI

Patrick Doyle
Hastings & Prince Edward Counties Health Unit
Achievements

• Removal of outdated website content
• Website architecture review
• Website platform review and update
• New webmaster Chris Chan
• Weekly certification inquiries
• Weekly public health news scan

Eric Devine
Hastings & Prince Edward Counties Health Unit
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19. New Business
Board of Certification

Branch Representative

**Successes**

• Made the BOC exams accessible to new and first time examiners
• Highest regional representation in any province
• Successfully moved the Ontario exam to a one day format while hosting 55% of the national applicants

**Challenges**

• Increasing number of applicants for volunteer opportunities

Norine Schofield

*Toronto Public Health*
2014 AGM Agenda

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19. New Business
Food Safety Working Group

Committee Members
• Michelle Martin
• Jessica Morris
• Clothilde Howieson
• Steven Rebellato
• Danny Martin (new)
• Theresa Warren (new)

Stakeholder Engagement
• Guelph Food Safety Seminar Series (Michelle Martin)
• The Interagency Council on Food Safety (Jessica Morris)
• Ontario Multi-Agency Foodborne Outbreak/Food Recall Working Group (Clothilde Howieson)
• Public Health Ontario Home Canning Document
Infectious Disease Working Group

Recent Activities

• Group is creating a video for PSS (infancy stage of development) in collaboration with Toronto Public Health

• Created advocacy letter for Ministry of Health and Long Term Care (MOHLTC) and Ministry of Education on proposed changes to Day Care Act

• Continuing to foster relationships with MOHLTC on PSS projects in the works

Chair:
Melanie Maracle
MSc(HQ), MPA, CIC, CPHI(C)
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19. New Business
Notice of Motion 1

Participation by Electronic Means

Proposed addition to Bylaw Provision:

**Article 14 Section 2**

*If the Branch Executive chooses to make available a telephonic, electronic or other communication medium that permits all participants to communicate adequately with each other during an Annual General Meeting, any person entitled to attend such meeting may participate in the meeting by means of such telephonic, electronic or other communication medium in the manner provided by the by-law. A person participating in a meeting by such means is deemed to be present at the meeting. Notwithstanding any other provision of this by-law, any person participating in a meeting of members pursuant to this section who is entitled to vote at that meeting may vote, in accordance with the by-law, by means of any telephonic, electronic or other communication medium that the Branch has made available for that purpose.*

**Purpose of the Motion:**

The purpose of the Bylaw amendment is to increase membership engagement in the business of the Branch by reducing the barriers to membership participation at the Annual General Meeting.

**Rationale:**

The Branch represents members across Ontario, the second largest province in Canada covering nearly 900,000 square kilometres. The travel costs associated with attending the Annual General Meeting is a barrier to many members wanting to participate. The evolution of telephonic, electronic and other communication medium now allow for members to participate remotely while ensuring the integrity of the meeting and voting process.
Notice of Motion 2

**Term Length of Past President**

**Existing Bylaw Provision:**

*Article 17 Section 3*

........ *The outgoing President shall immediately become the immediate Past President.*

**Proposed Bylaw Provision:**

*Article 17 Section 3*

........ *The outgoing President shall immediately become the immediate Past President for a period of one year ending at closing of the next session Ontario Branch Inc. Annual General Meeting.*

**Purpose of the Motion:**

The purpose of the Bylaw amendment is to reduce the term of the Immediate past President to one year after their term as Branch President.

**Rationale:**

The key role of the Past President is to provide continuity of leadership and corporate memory for the Institute. Although important, the costs for supporting this position as a full member of the Ontario Branch Executive Council for two full years no longer makes fiscal sense as other methods are now available to obtain guidance and/or input from a past President. Those methods include telephone, email and internet-assisted technologies. As such, providing a transition period of one year provides time for both the Past President to wind down their activities while ensuring a smooth transfer of power to the incoming Branch President.
Notice of Motion 3
Voting by Electronic Means

Proposed addition to Bylaw Provision Article 17: Voting:

Article 17 Section 9
If the Branch Executive has chosen to make available voting by electronic means the Executive must implement processes to ensure the integrity of the vote. Where electronic voting has only occurred prior to the Annual General Meeting the Secretary-Treasurer or other appointee shall provide the scrutineers, in individually sealed and signed envelopes, the voting results of any election, motion, or resolution. The scrutineers shall advise the President of the results of electronic voting after voting at the meeting has been completed on each election, motion, or resolution. If the Branch Executive has chosen to make available voting by electronic means during the Annual General Meeting the scrutineers will advise the President of the results of voting by all electronic means after voting at the meeting has been completed on each election, motion, or resolution.

Purpose of the Motion:
The purpose of the Bylaw addition is to prescribe the process by which voting by electronic means is conducted during an Annual General Meeting

Rationale:
The introduction of multiple methods for voting has the potential of impacting the integrity of the voting process. The addition of Article 14 Section 9 is to ensure the integrity of voting during the Annual General Meeting and to prescribe methods by which voting results by electronic means are to be incorporated into the meeting.
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   20.1. 2013 Conference Report (Doyle/LaMarca)
   20.2. 2014 Conference Update (Miranda/Matsumura)
   20.3. 2015 Conference Update
   20.4. 2016 Conference Update

21. Bids for Future Conferences

22. Report of the Scrutineers

23. Anything Else for the Good of the Branch
   23.1. 25 Year Pin Recipients
   23.2. 50 Year Pin Recipients
   23.3. 100% Membership
   23.4. Certificates of Appreciation
   23.5. Appreciation of Conference Committee
   23.6. Award of Merit
   23.7. Award of Excellence
   23.8. President’s Award
   23.9. Outgoing Councillors

24. Adjournment
2013 Conference
York Region

Achievements

• Strong multi-program area plenary sessions
  • 38 plenary sessions
  • 3 workshops

• Sold Out Conference
  • 257 Delegates
  • 26 Sponsor/Exhibitors

• Profit $40,405.61

• Incorporation of webinar sessions

Joe LaMarca
Helen Doyle
Co-Chairs
2014 Conference
Toronto Public Health

Work in progress

Anna Miranda
George Matsumura
Co-Chairs
2016 Conference
Niagara Region - Public Health

October 3 – 5, 2016
Stay Tuned
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2014 Award Summary

25 Year Pin Recipients
• Marshall Chow
• Paula Everding
• Siobhan Kearns
• Barbara Krar
• Christina Milani
• Josie Morris
• Lynn Richards
• Reg Ayre
• Perry Bull
• Kathy Cassidy
• Cathy Egan
• Laura Farrell
• Joe LaMarca

50 Year Pin Recipient
• Ron de Burger

100 % Membership
• Niagara Region Public Health
• Oxford County Public Health

Award of Merit
• Bev Middleton
• Second recipient to be announced at awards luncheon

Immediate Past-President
• Ken Diplock
Conference Committee Appreciation

Steering Committee

Elaine M Pacheco (CC)
George Matsumura (CC)
Owen Chong
Debra Hayden
Manisa Jiavvuthisan
Suzanne Lychowyd
Elaine Pacheco
Danielle Steinman

Brian Thompson
Sylvanus Thompson
Marco Vittiglio
Deb Wharton
Ron de Burger
Bryan Zhao
Vicky Tran

Hotel and Hospitality

Debra Hayden (CC)
George Matsumura (CC)
Patricia Avarino
Owen Chong
Olivia Dorado
Kwesi Douglas
Sami El-Hajjeh
Jozef Gyorgy
Suzanne Lychowyd

Marius Mihai
Jola Ozimek
Ratna Pardal
David Pignataro
Heather Richards
Heather Robinson
Jennifer Tea
Rabia Tharani
Bryan Zhao

Program Committee

Elaine M Pacheco (CC)
Sylvanus Thompson (CC)
Cecilia Alterman
Virma Benjamin
Joe Fortuna
Jeff Henderson
Vivian Hu
Si Le
Lena Lin
George Matsumura

Registration and Promotion

Danielle Steinman (CC)
Deb Wharton (CC)
Margaret Baszak
Brian Thompson
Elizabeth Soforek
Waheed Bazger
Abimbola Forde

John Fernando
Pilar Merelles
Tania Di Nunzio
Rajesh Benny
Shaun Chaimovitz

Finance, Exhibitor and Sponsorship

Manisa Jiavvuthisan (CC)
Marco Vittiglio (CC)
Claudia Creighton
Kumar Latchman
Chiara Ackerman
Ian Jagai
Bryan Zhao
Raymond Ramdayal

Chris Seto
Tracy Leach
Waheed Bazger
Si Le
Hina Ahmed
Jola Ozimek
Marie Malette

Anna Miranda
Maria Moustakas
Carola Ostach
Reecha Sharma
Salman Siddiqui
Brian Thompson
Vicky Tran
Bryan Zhao