THE ONTARIO BRANCH

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

NEWSLETTER

1972 April

Next issue: June 15, 1972

Deadline for INFORMATION: June 5, 1972

PRESIDENT'S MESSAGE
UNQUALIFIED PERSONNEL FUNCTIONING AS PUBLIC HEALTH INSPECTORS

During the past months, there has been increasing thought being given to the placement on local health agencies' staff of persons not holding qualifications equal to the public health inspector.

A number of arguments pro and con have been advanced. Included in these arguments are: (1) persons with less qualification could handle the routine non-technical duties which are evident in the environmental health program. The economics of this proposal are evident and could result in saving on the environmental health budget with increased efficiency by better utilization of trained, higher priced personnel.

(2) The tremendous emphasis being given to control of factors contributing to impairment of the environment, demand actions by government. Insufficient numbers of qualified personnel must be augmented by persons with less or no formal preparation. The feeling among some public health people is that we have no choice - either augment our staffs or lose the responsibility to others that are willing to do so.

(3) It has been suggested that the employment of 'assistants' would enhance the stature of the public health inspector in that the latter would assume responsibility and supervise the former. Surely, this cannot be taken seriously as a justifiable consideration. No one is interested in supporting an individual or group, interested only in furthering his own interests.

(4) Fears have been voiced that entrance to the field on non-qualified personnel threatens the security of the public health inspector. This consideration is not worthy of further study unless the real concern is the fear of a watered-down effort by supplementing an inadequate force with incompetent or less competent personnel. In this regard, it is well to be mindful of the stigma which has long haunted the public health unit disciplines, because of the actions of some of our untrained predecessors. The effects of this are still very much evident at least it appears so in a number of sectors.

The topic of our discussion is of utmost importance, decisions which will be made could have a bearing on all of us; public health inspectors, other disciplines of the health organization and the image and effectiveness of the health units. It is not too long ago that the need for basic qualifications for public health inspectors was realized. In an attempt to produce a desired product, formal courses sponsored and supported by public funds were set up. This should serve to remind us of the needs of not too many years ago. If these courses are not

of the needs of not too many years ago. If these courses are not successful, it is probably only because insufficient numbers of qualified people are being graduated. Factors other than the course facilities and content are more than likely responsible for this failure.

There is little question that our numbers are too few and our many responsibilities too great, particularly at certain times of the year. Although, I believe that most functions carried out by a member of our staff should receive the attention of only qualified personnel, there are certain aspects which can and should be carried out by persons with less academic preparation. However, before a meaningful decision can be made on this subject, a number of questions must be answered.

1. What are the functions which can be successfully carried out by an 'assistant'?
2. Is there sufficient work to keep an assistant actively engaged twelve months of the year?
3. What minimum academic achievement (if any) should an assistant possess?
4. What salary must be paid to assistants and does the difference between this and the qualified public health inspector constitute a true consideration?
5. What developments are likely to develop in the public health field in the next decades,-and how will this affect the workloads of qualified people and unqualified if they become a common reality?

In an attempt to answer the above, I submit the following considerations.

1. What are the functions which can be successfully carried out by an "assistant"?

"Assistants" should only be expected to perform satisfactorily on projects or programs of a completely routine nature, such as collection of samples of water from municipal distribution systems, collection of articles, e.g.,(ice-cream, milk, etc.) from retail outlets for submission to laboratories, collection of 'grab' water samples from surface supplies used for recreational purposes or for the purpose of cataloguing results over an extended period of time to be used as a reference or indication of areas requiring the attention of a qualified inspector. "Assistants" can also be used to transport samples to the laboratories.

All activities which are prompted by a request to the health unit office dealing with environmental health should receive the attention of a qualified public health inspector. This conclusion is based on the fact that persons requesting a service either have a problem or think they have. This being the case, a trained person is more apt to be capable of dealing with the situation and able to answer any further queries of a related nature. I believe that the above is true for all aspects of programs where a face-to-face meeting is required. This includes such seemingly insignificant tasks as sampling of water from private supplies. septic tank inspections, complaint investigations and examination of physical plants to determine whether minimum requirements are satisfied.

2. Is there sufficient work to keep an assistant actively engaged twelve months of the year?

The ability of predominately rural health agencies to justifiably employ an assistant on a year-round basis is questioned. I believe that most of us experience a great deal of difficulty meeting the demands placed on us during the summer months, and it is during this time that we depend on additional personnel to carry out the less complicated duties. Most of us I believe, can more or less cope with and fulfill our responsibilities during the winter months when outdoor activities are lessened. In view of the present 'unbalanced' program which exists in at least some health units, I don't feel that there is sufficient work for assistants on a year-round basis.

(3) What minimum academic achievement (if any) should an assistant possess?

Only persons having the academic qualification to allow admittance to Ryerson Polytechnical Institute or other qualifying institution should be considered for employment as an 'assistant'. Such restrictions cannot be considered unreasonable. Although, I readily admit that there are highly desirable persons available who do not possess this minimum requirement, we must assume that candidates applying for a position with a health agency either have or will achieve a level of dedication and purpose and feel a need to progress. If the person performs satisfactorily and wishes to progress, he should then be encouraged to do so and prepare to acquire the necessary academic preparation. The inability of a person to make such a decision because of unsuitable academic standing will undoubtedly result in disappointment, discontent and unsatisfactory performance.

(4) What salary must be paid to assistants and does the difference between this and the qualified public health inspector constitute a true consideration?

The question of salaries which must be paid to 'assistants' must be carefully considered, especially how they compare with those of present-day qualified personnel. If the differential is low, qualified inspectors

will justifiably show resentment, if too great, the salary of 'assistants' will not be sufficient to attract desirable candidates-this is particularly true if the future does not show promise for advancement. Salary considerations should not be lightly considered- qualified inspectors are becoming more and more envious of salaries being paid by employers to employees having seemingly less qualification and responsibility such as policemen, firemen, tradesmen and others organized by the labour unions. To repeat- inadequate salaries will not attract acceptable candidates, higher salaries, (unless upward adjustments are made for established public health inspector positions) will discourage candidates who would otherwise obtain formal preparation for this work. The result of course will be a depletion of the number of qualified personnel. May I add that present salaries could very well be a bearing on the acute shortage of qualified personnel experienced today and the relatively small classes being graduated since formal classes were established.

(5) What developments are likely to develop in the public health field in the next decades, and how will this affect the work loads of qualified people and unqualified if they become a common reality?

I wish to conclude by stating that our program is 'unbalanced' in that the additional demands made of us during the warmer season results in unrealistic demands of our staff during approximately six months of the year. Yet because we are more or less able to fulfill our responsibilities during the winter months, we are hesitant to request additional full-time personnel.

This unbalanced program may be changed as the emphasis of public health changes from one of 'prevention' to one of 'promotion or positive health'. As programs geared to upgrade the standard of housing, institutions and the general well being of the public are implemented, health authorities will need additional personnel. Health Units should then be better able to staff their agencies more perfectly for year round activities. This is based on the assumption that new programs could add to our work load in the winter months, or at least will not be seasonally intensive.

We should seize the opportunity now and attempt to recruit the necessary personnel to fulfill present and future needs.

Only candidates with acceptable academic standing and preferably only those intending to take formal preparation to become qualified

SECRETARY-TREASURER'S REPORT

The membership of the Ontario Branch, C.I.P.H.I. now stands at 294 Members with two Honorary and seven Life Members. There are 103 members with dues outstanding for 1972.
Since the last meeting on Jan.8th., I have received applications for membership in the C.I.P.H.I. from the following.

Avery, David E.R.	248 Birch St.,	Collingwood
Gonneau, Barry T.	9 Belvedere Ave.,Apt. 5	Parry Sound
Ketcheson, Earl T.	1737 Kilborn Ave.	Ottawa,KIH 6N1
Lee, Simon	Box 1053	Peterborough
O'Brien Frederick P.	Oshawa-Ont.Cty.H.U. Box 69,	Beaverton
Ristan, Edward J.	c/o J.James R.R.# 2	Stratford
Ruf, Fred W.	3355, Carillion Ave.	Town Missassauga
Shimens, Vernon L.	8 Oxford St.,	Brantford
Webster, T. Larry	Box 246	Peterborough

The following are address corrections, changes & additions to Branch Roster of Jan. 15, 1972.

CHANGES

Holmes, Donald L.	Elgin-St.Thomas H.U. 2 Wood St.,St. Thomas	
Tailleffer, Paul A.	103 Broadway Ave.Box 174	Wawa
Hoover, J. A.	187-7th. Street	Midland
Moccio, Peter R.E.	Box 903,266 Belleville Rd.Apt.5, Napanee	
Willmott, Peter W.T.	958 Dagan St.	Sarnia
Boyd, Thomas H.	Box 384	North Bay

CORRECTIONS

Boban, Peter J.	252 N.Algoma St.,	Thunder Bay "P"
Caswell, George J.	Box 1074, Postal St."Q"	Toronto 7
Mundy, David	428-5th. St.South	Kenora
MacGrain, Ronald R.	2499 Westminister	Windsor 18
Quellette, Donald J.	1104 Princess St.	Cornwall
Seguin, Lucien	16 Queenswood Cres. Box 711	Orleans SS3
Sly, Tim	1066 Richmond St.N.	London 11
Zinkewich, Ronald J.	342 Mohawk Rd.W.	Hamilton 41
O'Hara, A.S.	Monte Coello, Las Palmas de Gran,Canaria	Spain,

ADDITIONS

Turnbull, John W.	71 Don Valley Dr.	Toronto 6
Wideman, C. E.	R. R. # 4	Stouffville
O'Brien, Frederick P.	Box 69,Oshawa-Ont.Cty.H.U.	Beaverton
Ruf, Fred W.	3355 Carillion Ave.	Town Missassauga
Webster, T. Larry	Box 246	Peterborough
Lee, Simon	Box 1053	Peterborough
Pinder, James	411 Albert St.	Exeter
Ketcheson, Earl T11	1737 Kilborn Ave.	Ottawa-KIH 6NI

Scarterfield, Stanley C.	339 Commissioners Rd.W.	London 64
Barrette, Armand L.	48 Reid St.	Sault Ste. Marie
Slomka, L.	48 Peacock Lane	Barrie

I have sent a letter to the persons who have not paid their dues for 1971 & 1972 advising that their names have been taken off Branch role. Letters of resignation have been received from R.W.Harper & H.B.Reilly.

The matter regarding the postal allowance for Area #2 has been looked into, & the cheque was mailed to Mr. Kaar's home address in Smith Falls, & a cancelled cheque has been received from the Bank.

Since the last meeting, I have received 90 items of correspondence, including dues payments & mailed a total of 147 items of correspondence.

Second dues notices are being prepared for mailing to members who have not paid their 1972 dues.
The cost for the inscription plate on the gavels for presentation is $3.50 for sterling silver, $1.50 for silver or brass plating. Prices are approximate as the price is determined by the square inch. Engraving is 10¢ per letter.
I have prepared a budget for the Ontario Branch, C.I.P.H.I. for 1972 & I have prepared a financial statement for the year 1971 for your information & assistance in reviewing proposed budget for 1972.

FINANCIAL STATEMENT-JAN. 1, to Jan. 31, 1972

Dec. 31/71, balance(per statement Jan.8/72)		$2426.74
Bank Charges for period prior to Dec. 31/71		30.85
Not received until after Jan. 1/72		$ 2395.89
Jan. 1/72 - BALANCE FORWARD		$ 2395.89
Receipts - dues		852.30
TOTAL		3248.19
EXPENSES		
Ciag-Insurance Policy	$ 16.50	
Branch Committee Meeting Expenses	376.84	
National Dues - C.I.P.H.I.	985.00	
Simcoe Bus.Machine(Sec.Treas.supplies)	65.00	
Sec.-Treas.Expenses(postage, etc.)	41.14	
Service Charge (bank(	1.00	1486.43
BALANCE, JANUARY 31, 1972		$ 1761.76

Attached is a financial statement for the In-Service Training Course for the year 1971 for your information as to its present status. There has been no change in this account since Dec.31/71 aside from the fact the general fund overdraft now stands at $1471.36 as at Jan.31/72.

I must point out to the Committee that if the In-Service Training Course is to be put on a separate account, the method of financial arrangement must be studied very carefully. This Branch has been in overdraft with the funds obtained from the Course for some time and needs these funds to operate.

Further I feel the Committee Members should look at our present dues structure with the view that they should be increased. I will be asking for comments on this point during the discussion of my report.

GERALD SKIPWITH, C.P.H.I.(C)
SECRETARY-TREASURER

ONTARIO BRANCH - C.I.P.H.I.
FINANCIAL STATEMENT YEAR ENDED - DEC.31/71

REVENUE		
Bank - Regular Account - Jan.1/71		$ 966.20
1970 Conference Balance	$ 233.49	
In-Service Training Course 1970	700.00	
In-Service Training Course 1971	2007.99	
Membership Dues	4682.60	
Conference Refund - 1971	100.00	
1971 Conference	740.72	
Stop payment cheque #60,re Newsletter	41.16	
Credit Printing new cheques	14.11	
C.P.H.I.-Re: Postal Box & Cheques	10.00	
Exchange on American Currency	.04	8530.11
		$ 9496.31

EXPENDITURE	
C.P.H.I.-National Dues	$ 1668.50
Executive Meeting Expenses	1322.34
In-Service Training Course	1032.32
Honorarium - Secretary-Treasurer	200.00
Presidents exp. +$400 for Nat.Convention-Regina	429.00
Printing - Calendars	82.32
Sec.-Treas. expenses-(stamps & supplies)	462.98
Newsletter Expenses	449.30
Gestetnor (Canada) Ltd.	38.65
3M Copy Machine & Paper	165.24
Area Meeting (postage allowance	30.00
Postal Box Rental	4.00
Nominations Expenses	5.00
Membership Promotions	6.60
Audit Sept.1969 to Dec.31/1970	40.00
Floral Tributes	26.09
Top Graduate Trophy	21.71

TOTAL REVENUE-carried over from page 11		$ 9496.31
EXPENDITURE - cont. from page 11		
Aspects of Collective Bargaining Expenses	20.00	
Bank charges(safety deposit box rental, service charges, cheque printing	70.27	
Canada Saving Bonds-10 @ $100.00 + interest	1025.90	
TOTAL EXPENDITURES		7100.00
Bank Balance,(Regular Account)		$ 2395.89

INVESTMENTS	
Canada Savings Bonds-1970/71 series Maturing Nov.1/71	$ 1500.00
Lampton Loan & Investment Co.-8 3/4% Debentures Mat.Oct.30/73	500.00
TOTAL INVESTMENTS	$ 2000.00

GERALD SKIPWITH, C.P.H.I.(C)
SECRETARY-TREASURER

FINANCIAL STATEMENT-IN-SERVICE TRAINING COURSE
as at December 31, 1971

In-Service Training Course-brought forward Jan. 1/71	$ 1557.45
Receipts	2707.99
	4265.44
Expenditures	1032.32
In-Service Training Course	3233.12
General Fund (overdraft)	837.23
BALANCE ON HAND	$2395.89

GERALD SKIPWITH, C.P.H.I.(C)Secretary-Treasurer

AUDITORS CERTIFICATE

We have examined the accounts of the Ontario Branch of the Canadian Institute of Public Health Inspectors for the period January 1,1971 to December 31, 1971 and report that in our opinion the attached financial statements for the year ended December 31, 1971 is correct according to the best of our information and the explanations given to us and as shown by the books.

AUDITORS

R. M. CAMPBELL
H. SCHAUB

Toronto, Ontario
Date - March 4, 1972

ONTARIO BRANCH BUDGETARY GUIDELINES - 1972

This budget has been based on the financial happening of 1970& 71. I have estimated that there will be 300 dues paying members for this year.

REVENUE		
Cash on hand - Jan.1/72	$ 2395.89	
Petty cash, In-Service Training	25.00	
Membership dues 300 @ $12.00	3600.00	$
TOTAL	6020.89	$ 6020.89
EXPENDITURES		
Membership dues - National	$ 1800.00	
Committee Meeting Expenses	1900.00	
Newsletter Expenses	425.00	
In-Service Training	1200.00	
Honourarium - Secretary-Treasurer	200.00	
Secretary-Treasurer Expenses	700.00	
Printing Calenders	85.00	
National Convention Expenses	100.00	
Equipment - Sec.Treas.	100.00	
Floral Tributes	50.00	
Fidelity Bond,Sec.-Treas.(paid to 1973)		
Bank Service Charge	50.00	
Top Academic Graduate Ryerson	35.00	
Postal Allowances - Area Meetings	50.00	
Project Committee Expenses	50.00	6745.00
PROJECTED SURPLUS		$ 1575.89

I purposely did not include the present investments in this proposed budget as I felt they should be maintained as an investment, or for a totally unexpected large expenditure.

GERALD SKIPWITH, C.P.H.I.(C)
SECRETARY-TREASURER

Moved by R. deBurger, seconded by K. Spencer that the Secretary-Treasurer's report be accepted as amended. CARRIED.

AREA MEETING COMMITTEE REPORT

I am pleased to report that Area #1 held a very successful meeting at Newmarket, on December 8,/71. The minutes of the meeting are enclosed Kindly note the motion regarding water supplies & location of disposal systems.

Represented were: Grey-Owan Sound Health Unit, Simcoe County District H.U., Regional Municipality of York, Bruce County H.U., Public Health Engineering Service.

In the absence of Chairman H. Rankin, Bruce County, B. Straughan of Simcoe County brought the meeting to order.

A warm welcome was extended by Dr. Kerr, Associate M.O.H. from the Regional Municipality of York.

REGION BUSINESS

Moved by B. Doubt, Seconded by W. Blackstock, Simcoe Cty., that the Secretary's minutes be adopted as circulated in the Newsletter.

DISCUSSION PERIOD.

1. H. Waters, Grey-Owan Sound H.U., proposed his opinion that larger Regional meetings tend to become unwieldly & less personal. It was decided after considerable discussion that Region #1 be restricted to the Counties of Grey, Bruce, Simcoe & York. A more specific agenda was recommended for future meetings.

2. A discussion on wells & the need for more inspection of well construction followed.

A motion was drafted to be circulated for opinions & later sent to the C.I.P.H.I., Ontario Branch.

L. Hancey, Regional Municipality of York, made the motion as follows: "Whereas at present no authority is effectively controlling the proper construction & finishing of dug, bored & drilled wells or location of such wells, with respect to the sources of contamination, i.e., septic tanks & tile beds, be it resolved by the P.H.I. of Region #1 in session on Dec. 8/71 that control of the installation of wells be administered by the Health Units by application & subsequent inspection. The inspection would be carried out either in conjunction with the usual procedure followed for the installation of private sewage disposal systems or in a similar manner". The motion was seconded by W. Butler, Reg. Mun. of York.

Well brochures prepared & printed by the Reg. Mun. of York were distributed.

A smorgasborg lunch was brought in by a catering service.

P.M.

D. Leudtke, representing F. Meyer & Bros. Ltd. of Kitchener, gave an interesting talk & answered many questions on such topics as iron bacteria sulpher water, chlorination & several types of sewage pumps. D. Milne, Reg. Engineer, now of the Private Waste & Water Management Branch of the Department of Environment, gave an up to date description of the prov. take over of private sewage disposal systems in Ontario.

It was decided that next meeting would be in the spring in Barrie.

PLEASE NOTE THE FOLLOWING CHANGES TO THE 1971 M.O.H. BOOK:

Elgin-St. Thomas H.U.	- James Brawley, Appointed Sec. Treas. Board.
Metro-Windsor Cty. H.U.	- Dr. L.M. Roots, Resigned, Assoc. M.O.H.
Northwestern H.U. Kenora	- 15 Oceon Ave. W.R.R.1, Kenora-468-9837
Middlesex-London Dst. H.U.	- Dr. R.D. Appleford, resigned Assoc. M.O.H.
	-R.F. Rowe-appointed Sec.-Treas. H.U.
	-Add. Pine St. Box 1019, Bracebridge-645-4471
Niagara Reg. Area H.U.	-J. Finley appointed Sec. Treas. of Unit.
Peel County H.U.	-Dr. L. Cherkas, resigned as M.O.H. tel. 270-5700

Renfrew County H.U. - M.J. Johnson appointed Sec.Treas. of H.U.
Halton Cty. H.U. - Garfield Brown, appointed Secretary-Treasurer.

Respectfully submitted
KEN G. ADAMS, C.P.H.I.(C)

Moved by K.Adams, seconded by E. Whiteside that the Area Meeting Committee Report be accepted as amended. CARRIED.

REPORT ON LABORATORY SERVICES

After discussion with the Dir. of Laboratory Services, Northwestern Region I submit the following information regarding Restaurant Kit Examination, Cream Substitutes, Water & Milk sampling.

SUBMISSION RESTAURANT KIT FOR BACTERIOLOGICAL EXAMINATION & REP.RESULTS

In conducting the plate count & coliform determination done on each utensil, the Lab services Branch employs standard methods. A standard approach by inspection staff to the control of temperatur-time factors involved in holding & transporting is of similar importance. With a view to avoiding needless variation in the handling of these samples, the following guidelines are set forth for your consideration.

1. After swabbing, kits should be held in iced storages while in the inspectors' car & in refrigerated storage at the agency office.
2. Swabbing should not be done unless the sample can reach a laboratory within 48 hours.
3. Samples for test should be transported to the lab in an iced carrier.

AFTER MAY 1, 1971, SWAB SAMPLES WILL NOT BE TESTED UNLESS TRANSPORTED IN THIS WAY.

These precautions are already a matter of routine in many jurisdictions as they should be if test results are to be a worthwhile guide to inspection officials and operators alike.

After May 24/71, reporting of test results will be altered as follows:

4. Maximum counts will be reported as 1000+ rather than 5000+.
5. Coliform determinations will not be done.

These changes are being made after consultation between this Service, Laboratory Services Branch, Local Health Services Branch & representative local authorities. Among these groups there is general agreement that, in consideration of the intent of the test, the detection of col. organisms & the reporting of counts in extreme excess of the official microbiological standard is of questionable value.

TESTING OF EDIBLE CREAM SUBSTITUTES

It has been mentioned that some P.H.I. are bringing specimens of edible cream substitutes to some laboratories with a request that they be tested to see if they are toxin prone. This had been discussed with Dr.Dorland Chief, Veterinary P.H. Service, Environmental Health Services Branch, & he has indicated that the policy of his service is that all products containing edible oil cream substitutes require refrigeration.

If objections are raised to this policy, the manufacturer must supply Dr. Dorland with satisfactory laboratory evidence to show that this product will not support the growth of pathogenic bacteria under conditions in which it is to be used. Thus, it is up to the manufacturer to have his product tested by an outside laboratory & to supply Dr.Dorland with the information.

WATER SAMPLING

As a result of recommendations submitted by the Advisory Committee for Environmental Bacteriology, it has been agreed that water reports for private individuals showing coliform bacteria in any amount should be checked as 'unsafe' for drinking, in the box provided for this purpose. This will be done in addition to the reporting of the number of coliform bacteria present.

It was also agreed that 18oz. Whirl-Pak plastic bags would be made a stock item & will thus be available to the Reg.Lab for distribution to Health Units when required for submission of food samples.

TESTING FOR COLIFORMS

Effective Aug.1/71, violet red bile agar rather than brilliant green bile broth will be used for coliform counts on pasteurized milk.

OBTAINING OF MILK SAMPLES

Many changes have taken place in both the technology of processing & marketing methods since the day when milk moved more or less directly from the dairy cooler to the consumer's doorstep. Today's fluid milk is expected to have a pre-sale shelf life of at least a week & must endure through milk depots, open merchandizers, refreshment vehicles, etc. If we are to be concerned with the hygienic quality of the products as they are actually received by the consumer, greater emphasis should be placed on point-of-sale sampling.

It is appreciated that sampling other than at the dairy will mean altered routines in many agencies & perhaps, the involvement of inspectors in additional investigational work. This work, however, is a valid responsibility beyond the point of processing, the collection of information on marketing methods & the influence of these on test results should help to resolve it.

The following information is pertinent to the proposed program for retail sampling:

1. Samples should be marked 'R' for the information of the Lab.Services Br. 'R' samples should include those obtained from restaurants, canteens & refreshment vehicles.

2. The authority to remove samples from these sources is contained in The Public Health Act, Section 102 (3).

3. A receipt for the samples obtained should be left with the operator so that he may submit a claim to the dairy.

4. Additional sampling, in terms of number, should not be necessary but if the program is to be significant, approximately half of all submitted

samples should be from 'R' locations.

5. Dairy sampling should be continued for the purpose of evaluating dairy performance & being able to make comparisons. Dairy samples need not be marked in any way. This group includes samples from distribution depots & delivery vehicles.

6. For the sake of continuity, 'R' samples should be the products of dairies within your jurisdiction, plants that are the subject of summary reports to this office & where routine sampling has been done in past.

7. Random sampling is important. At retailers samples should be obtained without reference to code, dates or questions concerning freshness.

In Ontario, about 10,000 samples of milk & cream are submitted for test in each six month period. If, in the next five or six months, half of the samples received have the 'R' designation, the Dept. will be in a better position to make certain decisions in 1972. Under, consideration among other matters, is the establishment of official microbiological standards for fluid dairy products.

REPORTING COLIFORM ORGANISMS IN PASTEURIZED PRODUCTS AFTER AUG. 1,1971

The maximum count for routine pasteurized products when using the plate method for counting coliform organisms will be 150. Actual counts will be reported from 0 to 150, & above this the number will be reported as 150+. It will also be necessary to change the word 'MPN' on the 'Pasteurized Milk Report' to 'Per ML' in the Coliform Organisms Column until new reports are printed.

COPIES OF MUNICIPAL WATER REPORTS TO MEDICAL OFFICERS OF HEALTH

The present policy of the Lab Serv.Br., is that copies of water reports on Municipal supplies are forwarded to the OWRC. There has been a great deal of discussion as to whether the M.O.H. should also receive a copy of the reports, but any adverse report on a Municipal water should be brought immediately to the attention of the M.O.H. involved. It is suggested that this be done by phone & probably followed up by either a letter or a copy of the report.

K. G. ADAMS, C.P.H.I.(C)

Moved by K. Adams, seconded by R. deBurger that the report on Laboratory Services Project be accepted as presented. CARRIED.

PROGRAMME - 1972 CONFERENCE

Sunday, Jul.9th.	- 9:00 a.m. - Registration - Lobby
	- 2:00 p.m. - National Executive Meeting-Salon 'A'
	- 7:00 p.m. -Ontario Branch Committee - Salong 'B'
	- 8:00 p.m. - Reception-Presidential Suite
Mon. July 10th.	- 9:00 a.m. - Registration - Lobby
	-10:00 a.m. - Coffee - Conference Room
	-10:30 a.m. - Mayor Frank Wansbrough - Windsor
	- Warden Richard Thompson-Essex Cty.

-Dr. J.Jones-M.O.H. & Director,Metro Windsor-Essex H.U.
Presentation of Environmental Health Administration Certificates.

12:00 p.m.LUNCHEON - Crown Room 'B'
Keynote speaker- Theme:
Progress, Prosperity, Pollution

2:00 - 5:00 P.M. - NATIONAL BUSINESS MEETING

6:00 p.m. - Buses depart for K OF C Hall

Tues. July 11th. - 9:00 a.m. - Registration - Lobby
- Education Session - Chairman
- World Health Organization Speaker
- National Health & Welfare Speaker

10:30 a.m. - Coffee

10:45 a.m. - Dept of Environment Speaker
- Pollution Probe Speaker

12:00 p.m. - LUNCH

1:00 p.m. - Buses Depart for tour of H.J. Heinz Plant, Leamington

7:00 p.m. - President's Reception - Crown Room

7:45 p.m. - Banquet - Crown Room
- Senator Paul Martin Guest Speaker

9:30 p.m. - 1:00 p.m. - DANCING

Wed. July 12th. EDUCATIONAL SESSION

- 10:00 - 10:40 a.m. - Speaker
10:40 - 11:20 a.m. - Speaker
11:20 - 12:00 - Speaker
12:00 - 1:15 p.m. - Lunch at Hotel
1:15 - ? - National Business Meeting (at Luncheon Tables)

Thurs. July 13th. 9:00 a.m. - Ontario Branch Business Meeting

Registration: Single - $25.00; - $30.00 per Couple.

Moved by R. Gibbon, seconded by W.W.Wright, that Conference Committee report be adopted as read. CARRIED.

REPORT OF THE NOMINATIONS COMMITTEE

As requested, queries were sent to Messrs. Straughan & Lychowyd concerning their interest in standing for National President in the forthcoming elections. Both gentlemen replied in the affirmative. After consultation with President Watt, letters were sent to both advising them of this & requesting that they attend our next Branch Committee meeting so that the matter could be resolved. Copies of this correspondence is appended.

In the matter of our Branch elections, five councillor positions must

filled in 1972.
The newsletter editor has been provided with an explanatory note & nomination form for publication in the next two issues. Letters will also be sent to members of the Committee whose term expires in 1972 to determine if they wish to run for re-election. I would further request the guidance of the Branch Committee in learning the names of other suitable candidates.

RESPECTFULLY SUBMITTED
PHILIP D. BARTON C.P.H.I.(C)
CHAIRMAN-NOMINATIONS COMMITTEE, ONTARIO BRANCH

Moved by P.Barton, seconded by G.Anderson that report of the Nominations Committee be adopted as presented. CARRIED.

REPORT OF THE SALARY SURVEY COMMITTEE

On Jan. 31,/72, I wrote to K.Pollitt concerning our continued interest in the proposed joint Salary Survey as agreed to by the Branch Committee. A copy of my letter together with K.Pollitt's reply is appended.
In his reply, K. Pollitt advised that the earliest date that the survey information could be available would be August. His reasons for this appear valid and I would suggest that this Br. Committee accept Aug. as satisfactory. There would be little value in producing a document earlier if the figures quoted were for the previous year.
K. Pollitt also expressed interest in the Institute's previous questionnaire and I will endeavour to place a copy in his hands.

RESPECTFULLY SUBMITTED
PHILIP D. BARTON, C.P.H.I.(C)
CHAIRMAN,SALARY SURVEY COMMITTEE

Moved by P.Barton, seconded by E. Whiteside that report of the Salary Survey Committee be adopted as presented. CARRIED.

The In-Service Training Committee is actively involved in the preparation of two courses, course A to be held at Fanshawa College in London, & Course B at Ryerson Polytechnical Institute in Toronto.
Course A - April 24-28,/72- Fanshawe College, London
"Management Techniques & Concepts in Public Health"
Course B - May 15-18,/72 - Ryerson Polytechnical Institute, Toronto
Institutional Sanitation & Environmental Health & the Law

Promotional literature is being prepared & will be circulated.
At the request of President J. Watt, this committee has examined the structure & function of this committee, The conclusions reached are contained in the attached appendix to this report.

R. deBurger, Chairman, In-Service Training
Committee, Ontario Branch, C.I.P.H.I,

ince its inception, the In-Service Training Course has become an inval-
able means of providing annual 'refresher' courses to the P.H.I. of Ont.
n many agencies it has become standard practice to send at least one
articipant to each of the sessions being offered. There is good reason
o be satisfied with the manner in which the courses have grown, both in
uality & acceptability.

hat of the future? It may not do to allow things to remain as they are.
he major shortcoming in terms of the courses being offered is the lack
f long range planning. Every year there is a frantic scramble by the
embers of the Committee to establish a location, 'theme' subject & to
rrange all the details from the provision of guest speakers to the avail-
vailability of coffee. This exercise can & should be organized with
oresight.

n order to improve the courses this Committee suggests the following
or your consideration.

. Co-ordinate the subjects to be given with those that might be offered
y other agencies, e.g.,it makes little sense for us to present a program
ealing with food if Dr. Dorland & his group are in the process of doing
he same thing at the same time of year. An agency would of necessity, be
eluctant to send inspectors to both.

. Determine a fixed honorarium for guest speakers rather than basing it
n registration, this would aid in attracting good speakers.

. Plan the locations, dates & topics on a three, & preferably a five
ear basis so that an incoming committee has some guidance as to what is
o be expected.

. Decentralize at least one of the courses to allow more inspectors in
he outlying areas to participate. The chairman of the committee can
asily second a local coordinator to the committee from the specified area.

. Establish a permanent financial file so that a complete annual report
ay be presented to the Branch Committee. This suggests of course, that
lose liaison with the Secretary-Treasurer is essential.

. 1972-Course A - London,(Fanshawe)-Management in Public Health
Course B - Toronto,(Ryerson)-Environmental Health & the Law
- Institutional Health

1973-Course A - Waterloo (Waterloo) Recreation
Course B - Ottawa (Carleton) Occupational Health

1974 Course A - Toronto(Ryerson) Effective Communications
Course B - Sudbury(Laurentian)-Human Relations in Public Service

1975 Course A - Guelph(U.of Guelph)-New Food Processing Methods
Course B - Windsor(U.of Windsor)-Institutional Health

1976 Course A -Waterloo(Waterloo) - Environmental Pollution & Control
Course B -North Bay(Cambrian)- Planning & Public Health

This list is not meant to be restrictive. It is however an attempt to approach the organizing future courses in a systematic manner. It should also aid the various agencies in their planning when they have some appreciation of what subjects are going to be offered, when and where.

7. Numerous other ideas have been discussed but in terms of practicality it would appear that the two course format available in May is best. It is difficult for educational institutions to present 4 - day short courses during the regular academic year. The availability of space and personnel are crucial.

Moved by R. de Burger, and seconded by G. Skipwith, that the report of the 'In-Service Training Committee' be accepted as corrected. CARRIED.

BY-LAWS COMMITTEE REPORT

The following changes to the Branch By-Laws are submitted for your comments and / or approval prior to formal presentation at the Annual Branch Conference for ratification.

Any further proposed changes must be submitted before May 10, 1972; this being the required 60 day advance notice of motion as provided for in the Branch By-Laws (Section 19).

PROPOSED CHANGES

Section - 7 Auditors

The books of the Branch shall be audited at least once each year by Auditors appointed by the Branch, and in accordance with Section 32 of the Constitution and By-Laws and shall be further subject to audit should the term of the Secretary- Treasurer be terminated by resignation or any other cause.

Section 9 - BRANCH AREA CONFERENCE

For the purpose of holding area meetings or conferences for discussion of matter affecting sanitation and Branch Business, the following counties, territories and districts (including their respective municipalities) shall be grouped into the

following areas:

AREA # 1 - CENTRAL REGION

Counties of Ontario, York, Simcoe, Grey, Bruce, Wellington, Dufferin and Guelph.

AREA (2) - HAMILTON REGION

Counties of Waterloo, Wentworth, Lincoln, Welland, Haldimand, Norfolk, Peel and Halton.

AREA # 3 - LONDON REGION

Counties of Essex, Kent, Lambton, Middlesex, Elgin, Perth, Huron, Oxford and Brant.

AREA # 4 - OTTAWA & KINGSTON REGION

Counties of Victoria, Durham, Northumberland, Peterborough, Haliburton, Hastings, Lennox, Addington, Prince Edward, Frontenac, Leeds, Grenville, Lanark, Renfrew, Carleton, Dundas, Stormont, Glengarry, Prescott, and Russel.

AREA # 5 - NORTH BAY REGION

Districts of Nipissing, Parry Sound, Muskoka, Sudbury, Algoma, Cochrane and Timiskaming.

AREA # 6 - THUNDER BAY REGION

Districts of Thunder Bay, Kenora, Rainy River, and Patricia Portion.

It is further proposed that the following notice of change involving Section 14 of the National By-Law #4 be considered for submission to the National Body prior to May 10, 1972. Direction of the Branch is requested in determining the course of action regarding this change.

PROPOSED CHANGE - SECTION 14 - NATIONAL BRANCH BY-LAW # 4

Delete section and substitute the following:

Any member or student member who shall neglect to pay his dues for the current year before April 1st., in such year shall thereby become automatically suspended from all rights and privileges of the Institute. The Secretary, or Secretary-Treasurer of each Branch shall, during the month of March in each year, send final notice in writing to all Branch members in arrears. A member or student member suspended for non-payment of dues may apply at any time for re-instatement upon payment of the current year's dues.

Respectfully submitted

ROGER G. PAQUETTE, CHAIRMAN

BRANCH BY-LAW COMMITTEE

Moved by R. Paquette, and seconded by W. W. Wright that the By-Law Committee Report be adopted as amended deleting section 14 of the National By-Law #4. CARRIED.

ONTARIO BRANCH COMMITTEE

REGARDING

SUPERVISORY PUBLIC HEALTH INSPECTORS GROUP

Firstly, gentlemen, let me apologize for missing our meeting of January 8, 1972.

Your committee consists of T. Whiteside, R. de Burger and myself. It was established to discuss with the Committee for Supervisory Inspectors Group the present and future of the group in relation to the Canadian Institute of Public Health Inspectors.

As related to you at our last Branch Meeting, a preliminary

meeting was held by this Committee to discuss all aspects of the present situation.

I have written William Empey, Chairman of the Committee for Supervisory Inspectors suggesting a meeting within the next month. I am confident our discussions will be fruitful and a joint report can be made in the best interests of all concerned.

It is anticipated a final report will be available to the Ontario Branch before our next Branch Committee Meeting.

Respectfully submitted

W. Straughan, C.P.H.I.(C)
CHAIRMAN,
COMMITTEE FOR SUPERVISORY
INSPECTORS GROUP

Moved by W. Straughan, and seconded by R. Paquette that the report on Supervisory Public Health Inspectors Committee be adopted. CARRIED.

Moved by E. Whiteside, and seconded by R. Paquette that the expenses involved with this meeting be paid. CARRIED

Moved by R. de Burger, and seconded by G. Anderson that the Branch Committee make an award of $100.00 to the top student completing the first year of the two year certificate program in Public Health Inspection at Ryerson, in July of 1972, at the annual meeting. CARRIED.

Moved by G. Anderson, and seconded by R. deBurger that the date of the next Branch Committee Meeting be immediately after the Oral Board Examinations, at a place to be announced.

Moved by R. Paquette, and seconded by E. Whiteside that we do now adjourn.

February 10, 1972.

I

In accordance with Section 15, of the By-Laws of the Ontario Branch, Canadian Institute of Public Health Inspectors, this being a calendar year ending in an even number, the following offices shall be filled by election:

FIVE COUNCILLORS

Those Councillors remaining in office in accordance with Section 15 of the By-Laws are:

Gordon E. Anderson
Philip D. Barton
Roger Paquette
Edward Whiteside

When nominating candidates for the position of Councillor please complete the attached form. The candidate shall also complete the 'Consent' portion. A brief outline of the candidate's public health career, social interests, family and any outstanding achievements shall accompany the nomination and consent form. (Use the reverse side for this).

THIS FORM SHALL BE RETURNED TO ME NOT LATER THAN

APRIL 30, 1972

Philip D. Barton
Nominations Chairman
342 Clifton Road,
OTTAWA, ONTARIO.
KIZ 5V3

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

ONTARIO BRANCH

NOMINATION AND CONSENT FORM

I, ...being a member in good standing of the Canadian Institute of Public Health Inspectors, Ontario Branch, wish to nominate .....
of (agency).....
residing at .....
for the office of Councillor for the term 1972 - 1974.

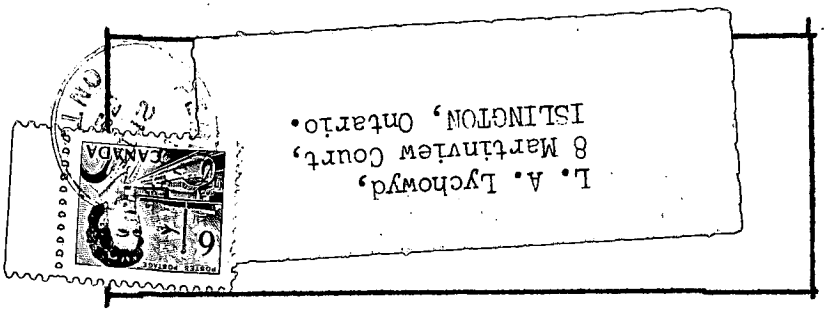
Date .....

Signature

I,.....
being a member in good standing of the Canadian Institute of Public Health Inspectors, Ontario Branch, hereby accept the nomination and will let my name stand for election to the office of Councillor for the term 1972 - 1974.

DATE..... .....

(signature of candidate)



J.A.G. SEVERIN,
245 TRAFALGAR RD.,
PEMBROKE, ONTARIO.

RETURN REQUESTED

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS,

1934.

ONTARIO BRANCH

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