



REPORT TO THE CIPHI 2023 ANNUAL GENERAL MEETING

Introduction:

The Environmental Health Foundation of Canada (EHFC) is the Charitable Division of the Canadian Institute of Public Health Inspectors (CIPHI). The EHFC was founded in 1989 by motion of the CIPHI membership at their annual general meeting. The EHFC is a “working board” made up of volunteer trustees who support environmental public health education and research through collaboration, connection, and recognition with internal and external partners. The board has a hands-on role with the administrative functions of the organization such as financial management, strategic planning, social media, and fundraising. The EHFC Honorary Chair is Dr. David Jones who served as the first Chief Public Health Officer of Canada from 2004 to 2013.

Vision:

Advancing environmental public health education and research through collaboration connection, and recognition with internal and external partners.

Mission:

As the independent Charitable Division of the Canadian Institute of Public Health Inspectors we operate to support environmental public health protection in Canada and internationally through the development of educational materials, research, and aid projects with partner organizations.

Programs & Projects:

- Develop and distribute environmental public health educational products.
- Sponsor environmental public health professional development.
- Support environmental public health research.
- Provide awards that acknowledge the outstanding work of CIPHI members.
- Carry out fundraising activities.

Board of Trustees:

The activities of the EHFC are coordinated by a Board of Trustees who come from the environmental public health profession, educational institutions, government, and industry. In December 2022, the Board appointed Lena Parker (AB) as the new Chair to the EHFC Executive Committee and appointed Board Secretary - Gord Stewart (BC).



In January 2023, the Board bid farewell to Melissa MacDonald. Melissa was recruited in 2016 by Board Trustee Gary Gallivan who was retiring from the Board and as a CBU faculty member. He encouraged Melissa to join because he felt that the Foundation’s work aligned with her interests.

Melissa found the opportunity to be a Board Trustee provided an amazing connection between the Foundation’s work, CBU and CIPHI. Melissa was a valued member of the Board who worked as a member of the Governance Committee and also sat on the Recruitment and Retention Working Group.



During the past year the following Board members gave their time, experience, and expertise to the administration of the Charitable Division CIPHI and were appointed in accordance with the EHFC Regulation:

Lena Parker (AB), Chair, CIPHI Regular Member
Ralph Stanley (ON), Vice-Chair, CIPHI Retired Member
Mike LeBlanc (MB), Treasurer, CIPHI Regular Member
Gord Stewart (BC), Secretary, CIPHI Retired Member
Pamela Scharfe (ON), Past Chair, CIPHI Life Member
Victor Odele (ON), Trustee, CIPHI Regular Member
Fatih Sekercioglu (ON), Trustee, CIPHI Regular Member, Toronto Metropolitan University
Jamie Carbert (AB), Trustee, CIPHI Regular Member
Michelle Prendergast (NS), Trustee, CIPHI Regular Member, Cape Breton University
Kevin Kapell (SK), NEC Liaison, CIPHI Regular Member
Dr. David Jones, Honorary Chair

The ten-member, volunteer Board of Trustees dedicated numerous hours of their time in the past year to further the work of CIPHI's charitable division through three committees:

Executive Committee: consisting of the Chair, Vice Chair, Treasurer, Secretary, and Past Chair.

Advancement Committee: purpose is to assist the Board in fulfilling its responsibilities relating to funding and external awareness, including providing advice on fundraising, securing individual and corporate donors, communications, and marketing.

Governance Committee: purpose is to ensure that the board fulfills its legal, ethical, and functional responsibilities through adequate governance policy development; Trustee recruitment strategies, training programs; monitoring of board activities; and evaluation of board members performance.



In March 2023, the EHFC Board welcomed Trustee Michelle Prendergast CPHI(C), MScPH as a new Trustee. Michelle graduated from Cape Breton University in 2010 and began her career as a Public Health Inspector with the Northwestern Health Unit. Upon returning to Nova Scotia, she worked for the Nova Scotia Department of Agriculture and Nova Scotia Environment in multiple locations including Yarmouth, Kentville, Halifax and Sydney. Michelle was awarded a Masters of Science in Public Health from London School of Hygiene and Tropical Medicine in 2019 and continues to search for further educational opportunities.

In 2018, Michelle transitioned to an academic role with Cape Breton University. She is now a Senior Instructor at CBU and takes great pride in engaging students and having an influence on the next generation of Environmental Health professionals.



In April 2023, the EHFC Board welcomed Liaison Kevin Kapell as the CIPHI National Executive Council Liaison. The EHFC Board of Trustees advocated for the NEC to return to the practice of having a representative on their charitable division's board. Kevin obtained his BASc in Environmental Health and Science in 2017 from the First Nations University of Canada/University of Regina and obtained his CPHI(C) in the fall that same year. Since then, he has worked with the Saskatchewan Health Authority (formerly Heartland Health Region) as a field public health officer in rural Saskatchewan for 15 years and is currently a Clinical

Integration Manager for Public Health Inspection and Nursing. Kevin has been a member of the CIPHI National Executive Council since May 2017. Kevin was appointed national president-elect on October 31, 2019, and served as CIPHI National President from January 1, 2021, to January 1, 2023, and is currently the Past President of CIPHI National until January 2024.

Board Recruitment:

There are currently five vacancies on the Board of Trustees. The EHFC Regulation allows for up to and including 15 board members. To increase representation from across Canada the Board of Trustees welcomes and encourages CIPHI members (regular, retired, and honorary) from the following CIPHI Branches to consider this rewarding professional volunteer opportunity: SK, MB, NB, & NL. Please contact any Board Trustee, your CIPHI Branch President and/or for more information contact the Board

Chair at EHFCChair@gmail.com. CIPHI members can earn professional development hours for volunteer service on the Board of CIPHI's Charitable Division.

Board Activities:

Since the last CIPHI AGM the Board hosted virtual meetings on December 4, 2022, February 19, 2023, April 23, 2023, and June 11, 2023. The 2023 EHFC annual general meeting is planned for Sunday, December 3, 2023. An AGM notice will be issued via the CIPHI Listserv, on the EHFC website (www.EHFC.ca), and the EHFC social media accounts. The Board encourages CIPHI Members to participate to learn more about the work of CIPHI's Charitable Division.

Highlights of 2022/2023 Board work include:

- Developed a new four-year strategic plan for the period 2023-2026
- Updated the Financial Policy and Procedures.
- Sponsored the CIPHI National AEC, CIPHI AB and MB Branch AEC with delegate lanyards, webcam covers, bookmarks and nutrition break funding.
- Developed and produced a fundraising banner for the Ron de Burger Memorial Putting Contest in in partnership with Ron's family.
- Black History Month nominations project
- Creation of an Indigenous Persons Day nominations project.
- Updating the EHFC awards and bursaries:
 - CWWA Safe Water Award renamed to honour T. Duncan Ellison who was the past Executive Director of the CWWA and Past Chair and Secretary of the EHFC.
 - Raised the EHFC Continuing Education Bursary from \$500 to \$1,000

Future Board Initiatives:

- Asian Heritage Month nomination project.
- Promotion and recognition of septic maintenance programs across Canada and advocating with partners in the creation of a National Septic Smart Day.
- Development of food safety education materials to be used by like-minded charity partners carrying out NGO work in poor countries where Spanish is the first language.

Financials:

The EHFC's 2022 Financial Statement has been approved by the EHFC Board appointed financial reviewers. The annual financial report for the period January 1, 2022, to December 31, 2022, has been submitted to the Charities Directorate of Revenue Canada for review and approval. The financial resources of the Foundation on **December 31, 2022**, including investments totaled **\$183,719.74** which represents a **\$8,275.75** decrease in EHFC assets compared to the 2021 year-end. This was due in part to the Board's decision to invest in the purchase of additional fundraising marketing products and the cost of software to support and produce content and maintain the charity's website and social media sites. The expenses were covered by unrestricted funds. The EHFC investments are endowed/entrusted funds

from donors over the years for various awards and projects and can only be used as per the instructions of the donor.

Environmental Health Foundation of Canada
FINANCIAL STATEMENT
For the Period of January 1, 2022 to December 31, 2022

Expenses:		Revenue:	
Finance Fees	\$ 165.42	Board Trustee Donations	\$ 838.78
Awards & Bursaries	\$ 6,125.00	Award Corporate Sponsorships	\$ 1,000.00
Fundraising Expenses	\$ 5,182.83	Individual Donations	\$ 3,588.30
Annual Aid Project Donations	\$ 5,000.00	TempSafe Sales	\$ 2,443.65
Products Purchased (TempSafe)	\$ 2,234.64	AEC Online Auction	\$ 1,843.00
Administrative Expenses	\$ 2,028.19	Branch Auction Support	\$ 500.00
		Fundraising Revenue	\$ 2,096.00
Total Expenses	\$ 20,736.08	Total Revenue	\$ 12,309.73

Assets as of December 31, 2021

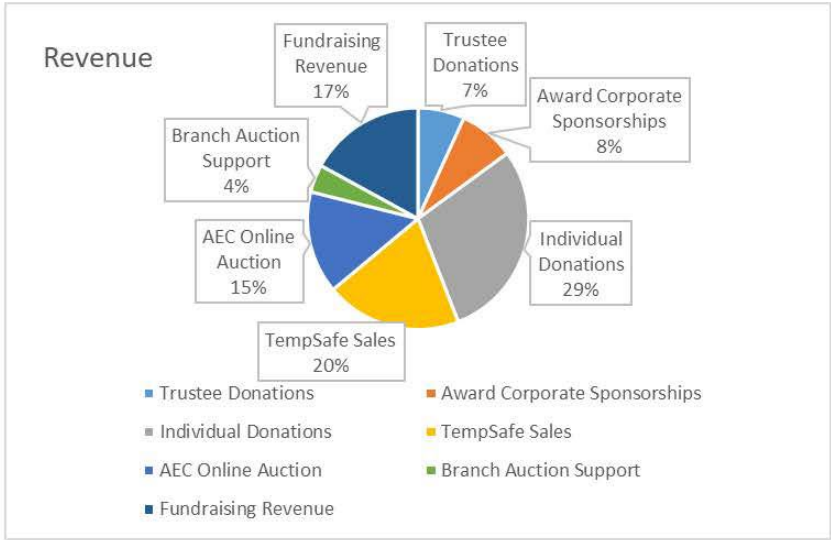
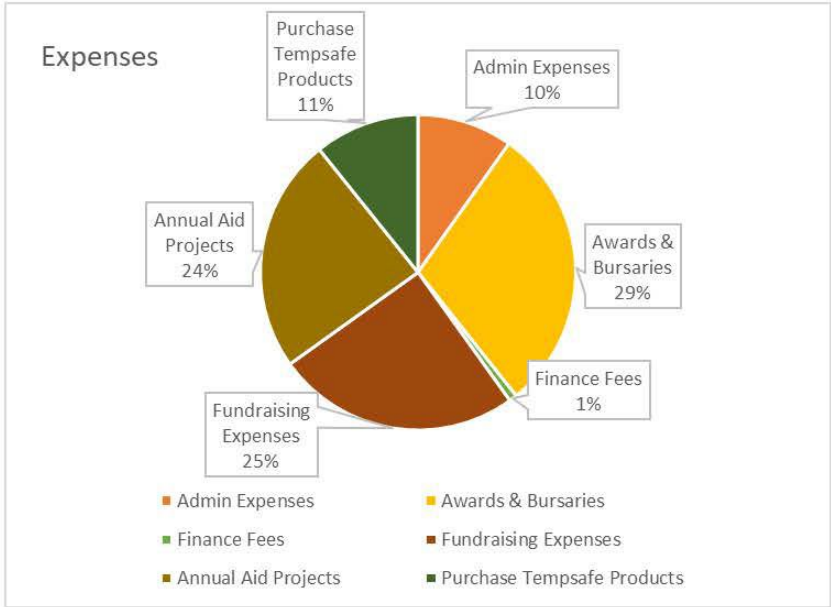
Chequing Account	\$ 27,749.59
Investments	\$ 164,245.90
	\$ 191,995.49

Assets as of December 31, 2022

Chequing Account	\$ 8,323.24
Investments	\$ 175,396.50
	\$ 183,719.74



Michel LeBlanc, CPHI(C)
Treasurer, Environmental Health Foundation of Canada



Awards:

The Board of Trustees administers seven (7) awards that acknowledge and celebrate the outstanding work of CIPHI members. The Board appreciates the support of our award partners: Canadian Water and Wastewater Association (CWWA), Clifford Van Alstyne Family, Lowry Group, Hedgerow Software Ltd, and NSF International. The Board congratulates the 2022 award recipients and extends our thanks to their nominators for recognizing their contributions to our profession and their communities:

- T. Duncan Ellison Safe Water Award Sponsored by Canadian Water & Wastewater Association:
 - Debra Mooney (AB)
 - Ken Cross (SK)
- Hedgerow Software Ltd Leadership in Environmental Health Award:
 - Kari Engle-Carter (SK)
- NSF Food Safety Award:
 - Lance Honish (AB)
- EHFC Continuing Education Bursary Award:
 - Phi Pham (SK)
 - Erin Teare (AB)
- Len Hiebert Environmental Health Review Student Research Bursary Award:
 - Phoebe Chan, BCIT
 - Ambika Pandey, Conestoga College

Unfortunately, no award nominations were received for the following awards in 2022:

- Clifford Van Alstyne Communications Award
- Dr. R. Neil Lowry Recreational Water Award
- Lilli Ann Zahara Public Health Education Award

International Aid Projects:

In 2022, the EHFC Board donated \$2500 to the Against Malaria Foundation which was used to purchase long lasting insecticidal nets to prevent Malaria in Africa. Approximately 625,000 people die each year and 240+ million fall ill; 70% of them are children under 5; #1 killer of pregnant women; Malaria is preventable; 100% of public donations buys long-lasting insecticidal nets (LLINs) which each cost \$2.00 US; the Against Malaria Foundation works with distribution partners to distribute nets and ensure use as intended and conduct net use surveys and track monthly malaria data.



The EHFC Board also donated \$2500 to Ryans Well Foundation to support clean drinking water. A third of the world's population (over 2 billion people) lack access to improved sanitation, and women and girls spend 200 million hours every day collecting water. One in every nine people on the planet lack access to safe water.

For more details go to www.EHFC.ca/fundraising-initiatives

Student Bursary to Attend CIPHI National AEC:

Since 2010, the EHFC Board has sponsored 92 students to attend the National CIPHI Annual Education Conference totaling \$20,125 in financial support, thanks to our donors. The Board of Trustees has approved a \$5,000 bursary (dependent on funds being raised) to financially support students or new graduates from the CIPHI accredited schools to attend the 2022 CIPHI National AEC, Ajax, ON by covering the cost of their student conference registration. One of the graduates received two job offers because of her networking at the conference.

Below left to right are the recipients of the 2022 bursary: Rebecca Yan Ho (TMU), Zachary Ramdayal (TMU), Marcia Hawthorne (CBU), Pritika Dadhich (CBU), and Omo Idedia (CBU).



TempSafe Products:



The EHFC have for sale the TempSafe® educational food safety materials which are available in magnets, clings, stickers, lapel buttons and large display formats. There is an option to include health agency information at the top of the product chosen for a nominal fee. The products are currently available in English, French and Spanish. The Board continues to offer large discounts for orders of 1,500 or more which allows for health agencies to combine orders to take advantage of the savings. A sample of the products can be mailed to interested agencies. The EHFC receives a small percentage of all sales from the current printer as a source of unrestricted revenue to cover administration costs.

In 2022, the Board received a large order from First Nations and Inuit Health Branch, Indigenous Services Canada, Manitoba. The EHFC Board will be carrying out a survey of past users in 2023 to determine if this project is still viable for public health authorities and seeking other potential purchasers such as Canadian grocery retailer chains and private food handler training course services.

Fundraising:

The Board's 2022 fundraising goal was set at \$10,000. The funds raised were entrusted and used to financially support future annual environmental public health aid project(s) in Canada and/or internationally, and for a bursary to financially support students to attend the CIPHI national annual education conference. As of December 31, 2022, the Board raised \$8,032 (80% of the goal).

Fundraising activities in 2022 included:

- Hosting of an online auction (raised \$1,843) and a 50/50 ticket draw (raised \$1,000) at the CIPHI National AEC, Ajax, ON.
- Hosted the Ron de Burger Memorial Putting Contest along with Ron's son, grandson, and sister as part of the CIPHI ON Branch annual pre-conference golf tournament which raised \$600.
- As part of Giving Tuesday – November 29, 2022, a fundraising campaign postcard was sent to previous donors. That appeal resulted in total individual donations of \$3,588 with the largest individual donation being \$1,000. The Board of Trustees also donated a total of \$839.



On behalf of the Board of Trustees I would like to acknowledge the generous donations in 2022 from:

- individual CIPHI members,
- Friends of the Foundation,
- the EHFC Board of Trustees, and
- the SK, ON, and NL CIPHI Branches

This report is submitted on behalf of the Board of Trustees and satisfies the annual reporting requirements of Section 5A of CIPHI By-Law No. 10.



Lena Parker, CPHI(C)
Chair, Board of Trustees
Environmental Health Foundation of Canada
The Charitable Division of CIPHI

Date: June 28, 2023



Environmental Health
Foundation of Canada

Fondation canadienne
de l'hygiène du milieu