

ENVIRONMENTAL HEALTH FOUNDATION of CANADA

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Minutes of Annual Meeting and Teleconference 17 September 2000

1.0 Roll Call

Meeting commenced at 11:00 CDT.

Klaus Seeger	Tim Roark
Charlie Young	Peter Rogers
Dean Sargeant	Duncan Ellison
Scott Maclean	Ron de Burger
Marilyn Lee	Keith Smith
Paul Medeiros	

Regrets:

John O'Laney	John Blatherwick
Robert Bradbury	Dean Sargeant

1.1 Errors and Omissions EHFC Minutes April 9, 2000

There were no errors or omissions.

1.2 Approval of EHFC Minutes of April 9, 2000

Moved by Scott Maclean and seconded by Tim Roark that:

“The minutes of the EHFC AGM from April 9, 2000 be accepted.”

ARRIED

1.3 Additions to the Agenda

There were no additions to the agenda

2.0 BUSINESS ARISING FROM THE EHFC MEETING OF APRIL 9, 2000

2.1 Confirmation of New Trustee Appointments

Klaus welcomed the new trustees to the EHFC. Moved by Ron de Burger and seconded by Charlie Young, that:

“Marilyn Lee and Paul Medeiros be accepted by the EHFC as new Trustees for a term of two years.”

CARRIED

2.2 Financial Report

Tim Roark reviewed the attached financial statements for the period 1 April - 14 September 2000.

It was noted that Ed Fleming, a long time PHI who worked for the Sudbury & District Health Unit, passed away earlier this year. So far, \$175.00 has been donated to the EHFC in trust in his name. A discussion on the use of these and future donations centred on using the funds, once sufficient monies have been acquired, ensued. While no firm decision was made on the funds, it was decided to create a memorial fund to which these monies would be placed.

Moved by Ron de Burger and seconded by Duncan Ellison that:

“The EHFC create the Ed Fleming Memorial Fund”

CARRIED

Tim next discussed the necessity for the Foundation to establish a separate account for other projects that the EHFC will be undertaking. Specific reference was made concerning the Canadian Partnership for Consumer Food Safety, one of our projects.

Moved by Tim Roark and seconded by Duncan Ellison that:

“The EHFC establish the Canadian Partnership for Consumer Food Safety as an official project of the Foundation and furthermore, that a separate sub-account be opened specifically for this project and its funds.”

CARRIED

The third item that the Treasurer had was the fact that the CIBC, with whom we have our accounts, have been problematic with respect to services provided to our account. While the list of complaints is not that extensive, it is nevertheless annoying and very bothersome to try to conduct any business with this branch. Therefore, Tim suggested that we move our account.

Moved by Tim Roark and seconded by Duncan Ellison that:

“The EHFC allow the Treasurer to move the Foundation’s bank account from the its current branch to another financial institution if services do not improve by 30 November 2000.”

CARRIED

2.3 VISA Account

Tim suggested that the EHFC might be able to attract more donations if people were allowed to contribute utilizing their VISA card. A mechanism would have to be developed to allow funds to be transferred to the Foundation from CIPHI.

Moved by Scott Maclean and seconded by Ron de Burger that:

“The EHFC propose to develop a policy with regard to establishing a VISA account where funds can be designated from CIPHI to the EHFC with regards to bequests and other types of donations.”

CARRIED

2.4 HRDC funding for Aboriginal Students

The question was raised whether Health Canada, First Nations and Inuit Health Branch, could provide a letter of support to HRDC with respect to funding initiatives for aboriginal student training.

Action: Peter Rogers

The Saskatchewan Federated Indian College has not yet been granted approval by the Board of Certification as an institution for the training of PHIs.

2.5 HACCP- Program Evaluation Model (Klaus)

Letters had been sent in December and May to Dr. Chuck LeBer, Ministry of Health in Ontario and Andy Hazelwood, Ministry of Health in B.C. No written response was received from Ontario, although verbally the word was that no funding is available. Andy Hazelwood responded and asked for more information to be given to Larry Copeland. Klaus gave Larry a telephone call and Larry stated that no funding would be available at this time for the Ontario initiative. However, once the pilot project has been completed and evaluated, funding may be available if there was a similar HACCP project completed in B.C. through the EHFC.

2.6 Logo Usage (Peter)

No action yet. Paul noted that different versions of the logo are probably required to account for the different sizes that will be ultimately used. Therefore, we may have to revisit our existing format and change it appropriately.

2.7 Food Safety Strategy (Klaus)

2.7.1 Temperature Symbols

So far, Huron Co. H/U, Simon Fraser H/U, Underwriters Laboratory, Health Canada First Nations and Inuit Health Branch Manitoba and New Brunswick have been the only agencies to order these symbols yet. A discussion was held to decide if it would be worthwhile to send symbols to all of the (PHI) schools in the hopes that students will see them, then request them from their employers once they enter the workforce, thus driving up sales. Tim agreed to contact the schools and provide samples along with a covering letter explaining the potential uses. Marilyn Lee agreed to be the contact for Ryerson.

The symbols are available for viewing on the Internet at: www.cipo.gc.ca This is the Government of Canada Patent Office where our symbols being processed for trademark purposes. We have to show that we are using the symbols, hence the “urgency” to have Health

Units place orders. Also, we are looking to get the symbols registered in french. The Notice of Allowance cost \$200.00 per symbol and the process normally takes 10 - 12 months for approval.

Moved by Tim Roark and seconded by Ron de Burger that:

“The EHFC allow the expenditure of \$600.00 to register the temperature symbols in french once the Notice of Allowance has passed.”

CARRIED

2.7.2 FightBac

The initial process of Canadianizing the grades 4 - 6 FightBac education package has begun with a scheduled release in the spring of 2001. The FightBac display will be set up at the Royal Winter Fair in Toronto. As well, there was a display at the Canadian Farm Show in Woodstock Ontario this past fall.

Four versions of the FightBac message were sent to EHFC members by email, however a number of Trustees had difficulty in downloading the files.

2.4 Sewage Video (Tim)

B.C. has led the country in the promotion of this video. Marilyn Lee agreed to assist in promoting it in Southern Ontario.

2.9 Accredited School Research Project

There was no report.

2.10 Fundraising / Product Promotion

There was no report. Dean Sargeant, who volunteered to chair this committee, will be approached once he returns to actively pursue this objective.

3.0 NEW BUSINESS

3.1 Trustee Attendance

It was noted that John O’Laney has missed 6 of the 8 meetings since his appointment as a Trustee, but he has not missed four consecutive meetings. Tim will contact John in an attempt to find out why he has missed so many meetings and also to see if John wishes to continue on as a Trustee

3.2 New Records Policy (Tim)

A discussion was held on the necessity of having such a policy. It was generally agreed that such a policy was in fact needed. The attached policy guidelines are to be reviewed by all Trustees and comments are to be forwarded to Tim Roark by 30 November 2000.

3.3 Payment of Accounts

Moved by Tim Roark and seconded by Peter Rogers that:

“All accounts be paid.”

CARRIED

4.0 Date and Time of Next Meeting

No date was set. It will be at the call of the chair.

5.0 Adjournment

Moved by Scott Maclean and seconded by Marilyn Lee that:

“The meeting be adjourned.”

CARRIED