

ENVIRONMENTAL HEALTH FOUNDATION OF CANADA

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MINUTES of TELE-MEETING: 2 MARCH 1997

1.0 Roll Call

The tele-conference was called to order at 12:33:45 by chairman Klaus Seeger. Attending on the line were:

Bruce Fortin
Pat Murray
Mike Reid
Tim Roark
Peter Rogers
Klaus Seeger
Charlie Young

Regrets: Gerry Benham
Keith Smith

1.1 Appointment of Secretary:

Chairman Seeger announced that Dean Sargeant had resigned as secretary to the EHFC, and that Peter Rogers had been approached, and had agreed to accept this position. The chair called for a motion to confirm this appointment.

Moved: M. Reid

Seconded: C. Young

CARRIED

1.2 Errors and Omissions

In the listing of EHFC members that accompanied the last minutes, it is to be noted that Peter Rogers' e-mail address has been changed to the following:

peter_rogers@inet.hwc.ca

There were no other changes or omissions.

1.3 Approval of Minutes of 1 December 1996

Moved: B. Fortin

Seconded: T. Roark; that the minutes of 1 December 1996 be received and accepted.

CARRIED

1.4 Additions to the Agenda

"Ground Water Videc" was added to the agenda as item 3.4

2.1 Financial Report

C. Young presented the following financial figures:

<u>Disbursements:</u>	\$1.00	to Central Fraser Valley Health Unit
	\$25.28	to C. Young for general costs/expenses
	\$85.39	to T. Roark for general costs/expenses
Total	\$112.17	

<u>Income:</u>	\$84.80	from K. Seeger
	\$100.00	from EHF donations

	\$1870.2	from Central Fraser H.U. (Sewage video)
	\$415.50	from K. Seeger (Web Page)
Total	\$2470.28	

Bank Balance (27 February 1997):	\$ 6337.23
Term Deposit (31 December 1996)	\$25906.29
Financial Status (27 February 1997)	\$32243.52

Moved: C. Young

Seconded: P. Murray; that this financial statement be accepted.
CARRIED

2.2 Confirmation of NEC representative

Newfoundland Branch President, Pat Murray, has been selected by the NEC to be appointed their representative on the EHFC.

Moved: C. Young

Seconded: P. Rogers, that this nomination be accepted.

CARRIED

2.3 EHF Aboriginal Student Project

Keith Smith was not available to update the Foundation on his meeting with aboriginal students in December. No report.

2.4 Herbison Award

C. Young reported that the cheque dated July 1996 to BCIT in the amount of \$1837.30 remains uncashed. The cheque is in the hands of B.C. Branch President Grace MacIver who is awaiting additional funds before submitting the monies to BCIT. There is a 5K minimum requirement to establish an award.

There is still \$3107.73 being held that will have to be paid out, which includes \$1200.43 set aside from the Chief EHOs in the memory of Mike Harradek.

Moved: C. Young

Seconded: T. Roark, acceptance of this verbal report.

CARRIED

2.5 Food Safety Temperature Symbols

Klaus tracked down Barry Morgan and Anne-Marie St. Laurent, with the Provincial-Territorial Committee on Food Safety (PTCFS) and the Canadian Food Inspection Service (CFIS), respectively. Information on all of our work to date was submitted to them, including a superimposed symbol. Bruce Fortin met with PTCFS on 24 February 1997, however he was unable to attend all of the proceedings. In any event, there was no discussion on the temperature labels for the portion of the meeting that he did attend.

A general discussion followed. We have to show how our symbols will be used by 1993. We must decide how the EHFC is to profit from the symbols. T. Roark had previously brought our symbols to the attention of Art Banks, FDA, in the hopes that they would be interested in using them. Art's address will be sent to Klaus by

Tim. T. Roark was going to the NSF meeting in Ann Arbor on 18 March 1997 and he will bring up the subject at that time. It was also questioned whether the symbols at one time had the CIPHI logo or not. This was thought to be the case on an early mock-up, however it needs clarification.

Moved: K. Seeger

Seconded: C. Young, that the verbal report be accepted.

CARRIED

2.7 Web Page

M. Reid said that a memo had been sent to all Branch Presidents asking for input to their provincial page. There is already a mock-up on the Internet from a group known as MAYA.COM. The Institute is putting together what is needs/wants and MAYA.COM will assist in the design. Costs associated with the basic setup, hits, changes etc have yet to be finalized. The NEC will be the holder of the site, and others can link through this main entry. It is hoped to have a working site available in time for the AGM in Banff.

Moved: M. Reid

Seconded: P. Murray, that Mike's report be accepted.

CARRIED

At this point of the meeting, Bruce Fortin had to leave, due to a prior committment.

Klaus will put together some basic ideas about what should be on the EHFC Web page, and he will ship them around to us for consideration.

Action: Klaus

2.8 Sewage Video

The Union Board of Health turned over \$1800 to the EHF from this video. We now need to get moving on developing additional projects. Two people were approached by Tim, and they declined.

We need to have names submitted for a Sewage Video Advisory Committee (SVAC). Currently, Klaus Seeger and Tim Roark represent the EHF and Pat Murray and Mike Reid represent the NEC. Send your suggestions to Tim. M. Reid has a listing of all Provincial Health agencies across the country which he will forward to Tim. Tim also has the names of the Directors-General from Environment Canada, whom he will contact.

Action:

All/Mike/Tim

Alberta requires 3000 copies of the brochure with certain changes from the original. It was thought that the minimum order would be approximately 10000 in order to be profitable.

Action: SVAC

Health Canada ordered 500 posters.

Moved: T. Roark

Seconded: M. Reid, acceptance of this report.

CARRIED

3.1 New Project Ideas

With reference to the 1 December 1996 minutes, which outlined various projects that the Foundation could undertake, it was decided that proposed projects could take the form of either small budget or big ticket items. Those in the small budget category would be funded in the amounts of approx \$500 - \$1000, while the big ticket items would be over 10K. A list of proposed projects was presented, as follows:

1.	BCIT/Ryerson Industrial Project	\$ 2000
2.	National Bursary/Scholarship	\$20000
3.	National Sewage Video (contribution)	\$ 2500.
4.	Video Presentation	\$ 1000
5.	National Web Page	\$ 500
6.	Fund a National Food Handler program	\$50000
7.	Fund research into Crypto and/or Giardia	\$50000
8.	Produce a national Pool Safety course	\$50000
	TOTAL	\$176000

It was suggested that the City of Winnipeg Pool Safety course could be used as a template for development. Also, it was suggested that Nova Scotia had a similar course that could be used as a resource.

M. Reid cautioned against being spread too thin, that we should concentrate on only a few projects at a time.

Moved: T. Roark

Seconded: C. Young on the list of proposed projects and their anticipated costs.

CARRIED

3.2 Fundraising Committee

A revised list of Canadian charitable foundations was circulated with the last minutes. P. Rogers and K. Seeger will petition some of them for funds.

Action: Peter/Klaus

It was suggested that a letter be sent to all Branch Presidents, the two student bodies plus our corporate and affiliate members, in addition to an article to be published in the next EHR, outlining our current projects and future proposals. This would then let people know what the Foundation is doing, plus it would serve as a plug for new recruits to assist in the goals and objectives of the Foundation.

Action: Klaus

3.3 Trustee Nominating Committee Report

T. Roark has approached three individuals so far, to become trustees of the Foundation, however the three have all declined participation.

Other suggested names were mentioned and Tim will be in contact with those individuals. C. Young has also sent a few information packages out to key individuals and anticipates favourable responses soon.

There have been four signing officers for the Foundation. Now that D. Sargeant has resigned, we will again need to appoint a fourth signing officer.

Moved: C. Young

Seconded: P. Murray, that Peter Rogers be appointed a signing officer of the Foundation.

CARRIED

3.4 Ground Water Video

The B.C. Branch is working on sponsoring this video. If the Foundation supports this project, then we would be in a position to inform industry of a possible tax break by donating to the EHFC.

Moved: T. Roark

Seconded: M.Reid, that the EHFC support the production of the Ground Water video.

CARRIED

3.5 Time and Date of Next Meeting

It was agreed by all that the next meeting of the EHFC would occur during the AGM conference in Banff, 28 April 1997, 15:00 - 17:00.

The tele-conference finished at 14:30:17