



**CANADIAN REGISTRATION BOARD OF OCCUPATIONAL HYGIENISTS
CONSEIL CANADIEN D'AGRÉMENT DES HYGIÉNISTES DU TRAVAIL**

**Annual General Meeting
Thursday June 8, 2023 - 15:00 (EST)
Virtual GoToMeeting**

DRAFT MINUTES

Directors Present: Letty Wong, Sarah McCurdy, Suzanne Wilde, Spencer Matthes, Matthew Brewer, Lucie Marcotte, Alex Mercer
Registrar: Helen Mersereau
Secretariat: Leah McCormick
Regrets: Roberto Sgroso, Kiet Nguyen

Call to Order

- Meeting was called to order at 3 pm (EST)
- Attendance – Number of Voting Members: 64 (Quorum is 15 and was achieved)

1.0 Approval of Agenda

- **Motion:** To approve the 2023 AGM Agenda: Stéphane Archambault
 - Seconded: Lydia Renton
 - Opposed: None
 - All in Favour, Motion Carried

2.0 Approval of Minutes of the 2022 AGM (June 9, 2022)

- * **Motion:** To approve the minutes of the 2022 AGM: Kathy Rohl
 - Seconded: Stéphane Archambault
 - Opposed: None
 - All In Favour, Motion Carried
 - 2022 AGM Minutes are available on the website and were distributed by email to all members

3.0 President's Report

- Presented by *Lucie Marcotte*

4.0 Vice-President's Report

- Presented by *Matthew Brewer*
- In an effort order to ensure quorum is achieved at monthly board meetings the following addition to the by-laws Section 26 Vacancy In Directorship is proposed:
The office of Director shall be automatically vacated:
(II) if a Director is absent, without sending regrets with reasonable cause, from three consecutive board of directors' meetings;

Discussion:

Andrea Sass-Kortsak - Can I just ask why this addition?

Sarah McCurdy - We have had attendance issues in the past. We want to make sure it is fair to all board members that there is equal opportunity to participate.

- * **Motion:** To approve the proposed addition to the By-Laws: Jennifer Stanley
 - Seconded: Kathy Rohl
 - Opposed: None
 - All In Favour, Motion Carried



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5.0 Treasurer's Report

- Presented by *Alex Mercer*
 - Highlights for 2022 presented
 - 2022 Financial Statements prepared by Scarrow & Donald

Discussion:

Lydia Renton - what is CRBOH "deferred revenue"?

CRBOH Secretariat - It is to do with prepaid dues, ie: dues collected in 2022 for 2023 year

Ted Letourneau - auditor's reports typically have a 1-2 page summary, why not show that?

Alex Mercer – Based on feedback from last year's AGM we are sharing less information as it was too detailed to share on the screen.

Sarah McCurdy – The complete Audited Financial Statements are available for review upon request

- * **Motion:** To approve the 2022 Auditors Report: Lucie Marcotte
- Seconded: Richard Quenneville
- Opposed: None
- All in Favour, Motion Carried
- **Motion:** To appoint Scarrow & Donald for 2023 Audit: Karen Morin
- Seconded: Bob Jowett
- Opposed: None
- All in Favour, Motion Carried

6.0 Registrar's Report

- presented by *Helen Mersereau*

Discussion:

Liz Krivonosov - What are the pass rates for NAR?

Helen Mersereau, Registrar – Was not calculated, will be included in next year's slides.

Brent Chopping - Congratulations to the new ROHT's and ROH's

Sarah McCurdy - Congratulations new members!

Richard Quenneville - Any thoughts on eliminating the oral exam for ROH to simplify the certification process and increase our numbers?

Alex - The consensus on that issue has been overwhelmingly no. We feel the oral exam differentiates us from similar designations (i.e., CIH) and is an important part of the examination process.

Caller 1 - I agree. Majority of the new CIHs I know are desktop IHs who just tend to memorize concepts but lack the experience needed to be successful in field sampling.

Sarah McCurdy - @ Richard, it is not something in consideration at this time. We can add it to the agenda for the new board to discuss with the COE's

Richard Quenneville - This organization was originally seeded by CIHs. if we are competing with CIH certification why make it more difficult?

Alex - Well as Sarah mentioned: new board, new opinions! We are always open to discussing changes that may positively impact the ROH/ROHT community, and increasing our membership would align with that.



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Caller 1- Personally I feel the CIH credential is losing its value. I know a lot of CIHs who passed but when you leave them alone in the field, they have no idea on what to do as they lack the necessary field experience to succeed.

7.0 Committee Reports

Future of the Profession Committee presented by: Spencer Matthes

Discussion:

Brent Chopping - Spencer, could you please notify me when the position paper is posted publicly so I can ensure the ASHSP gets a copy. Also, I would encourage the new Board to appoint a member to the ASHSP Board, now that Spencer's tenure is complete. Thanks.

Alex Mercer - Brent - It will be me!

Sarah McCurdy - @brent, yes a note will go out to the membership when it is available on the website. I would suspect it will be included in the upcoming newsletter.

External Affairs Committee presented by: Lucie Marcotte

Discussion:

Dave Jarrell - Was the issue of the BCRSP not granting equal points for ROH with CIH CM points. They only grant ROH half of the points granted to CIH holders.

Sarah McCurdy - @Dave, we are still working through this with the BCRSP. Until we are ISO certified, or can prove to them we are equivalent they will not grant us equal points.

Sarah McCurdy - We have completed our gap analysis of this ISO standard and are working on closing a few gaps.

Communications & Promotions Committee presented by: Letty Wong

Discussion:

Liz Krivososov - How does the promotions outreach translate to exam applications? Any monitoring being done?

Letty Wong - Not currently Liz, as we only had one outreach last year. Hopeful to increase outreach this year.

Liz Krivososov - Thanks Letty. It helps to see if the outreach is being effective. Maybe a question on the application form?

Lucie Marcotte - good suggestion Liz

Letty Wong - Good suggestion, thanks

Bufford Ang- In my company, we included ROH as one of the credentials required for promotion to a higher job grade for an occupational hygiene related job title 😊

Sarah McCurdy - @Bufford, we love to see that :)

ROH & ROHT Exam Committee presented by: Suzanne Wilde

Registration Maintenance & Points Committee presented by: Matthew Brewer

8.0 Awards

Student Award recipient in 2023 goes to Chizitara Nkwopara, University of British Columbia



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Andrea Sass-Kortsak Lifetime Achievement Award - In honour of extensive and excellent contributions to the profession of occupational hygiene at a provincial, national and international level. The 2023 recipient is presented to William Sparks, ROH, Occupational Health Division, IOL, Alberta. Introductions by nominator, Tiffany Clayton, Clinical Operations Supervisor, Imperial.

9.0 Other Business

Incoming President Matthew Brewer, ROHT

Introduction of new directors, Kevin Schmidt, ROH (Ontario) and Joey Bellino, ROH (Central & Western Provinces) and Brad Schmermund, ROHT (Western Canada)

Thank you to the outgoing directors, Letty Wong, ROH (Ontario), Sarah McCurdy, ROHT (Western Canada) and Spencer Matthes, ROH (Central and Western Provinces)

10.0 Members' Discussion

Sarah McCurdy - Congratulations Bill!

Matthew Brewer - Congratulations all!

Alex - VERY well deserved, congrats Bill :)

Letty - Congratulations Bill!

Sal Lopetrone - Congratulations Bill

LYDIA RENTON - congrats!! Bill - well deserved!

Lucie Marcotte - Great word Tiffany

Jason McInnis - Congratulations Bill

Jennifer Stanley - Congrats to Bill!

Andrea Sass-Kortsak - Congratulations Bill !! Very well deserved. You are one of the pioneers of our field.

Brent Chopping - Congratulations Bill!

Letty - Great advice Bill, thank you.

Kim Froats - way to go Bill.. great words!

Sarah McCurdy - Welcome to the new board members!

Joey Bellino - Thank you

Alex Mercer - Welcome new board members!! Looking forward to working together. Letty, Sarah, Spencer - thank you, sincerely. I will miss you!

Bufford Ang - Thanks Bill. Congratulations!

11.0 Adjournment

* Motion:

- * To adjourn the 2022 Annual General Meeting: Jennifer Stanley
 - All In Favour
 - Motion Carried – Meeting was adjourned at 2:57 pm (EST)



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12.0 Guest Speakers:

Phillip Rauscher MPH, CIH, CSP
Interim Executive Director, ACGIH®
Title: ACGIH Process and Organizational Updates

13.0 Questions & Round Table Discussion

With guest speaker and CRBOH Board of Directors

Sarah McCurdy - Do you ever drop the agent from the NIC?

Phillip Rauscher, ACGIH – Yes, not often but from time to time it has been done.

Sarah McCurdy – New TLV development process including second comment period, for the ratification and updates, specifically for benzene, will there be new information in June?

Phillip Rauscher, ACGIH – Any changes that were made will be available to view next week, if there are substantial comments on something, you may not see changes right away, given the tight turn around.

Jennifer Stanley - <https://portal.acgih.org/s/store#/store/browse/detail/a158a00000C0NTZAA3>

Ina Chomyshyn - Phillip - I love what you have done with publications and educational activities over the past three years ! thanks so much.

Kim Froats - great up date Phil

Caller 1 - Will the library subscription have an option for corporate subscription with multiple users?

Phillip Rauscher, ACGIH – Yes that is the goal.

LYDIA RENTON - Data Hub is really great, comprehensive and accessible

Brent Chopping - Thanks for the update Phillip, that was great. Question - fully understanding ACGIH's position and formal statements regarding "don't use us as a standards setting body, don't adopt without assessing feasibility, etc"... some (many?) jurisdictions still do. Is there an opportunity for ACGIH to make a bigger deal of that position or educate regulatory bodies on that?

Phillip Rauscher, ACGIH – We are always open to have that conversation, spoke with OSHA last year about that, since we are advising hygienists with our opinion it is tempting to use that information, but that is terrifying to imagine someone picks that up and uses it as the new standard.

Ted Letourneau - The federal government references the ACGIH TLVs as their exposure limits directly

Kathy Rohl - Will the slide deck be available?

CRBOH Secretariat - @kathy Yes slide deck will be available on the AGM page of our website by early next week! As well as the recorded full AGM.

Sarah McCurdy - Appreciate the presentation, it was informative!

Lucie Marcotte - Thank you all for attending our AGM

Full reports can be viewed in the 2023 AGM PowerPoint presentation available on the CRBOH website