



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

**Annual General Meeting
Thursday June 20, 2024 - 15:00 (EST)
Virtual Meeting**

DRAFT MINUTES

Directors Present: Brad Schmermund, Kiet Nguyen, Suzanne Wilde, Joey Bellino, Matthew Brewer, Lucie Marcotte, Alex Mercer, Kevin Schmidt
Registrar: Altaira Hildebrand
Secretariat: Leah McCormick
Regrets: Roberto Sgroso

Call to Order

- Meeting was called to order at 3 pm (EST)
- Attendance – Number of Voting Members: 87 (Quorum is 15 and was achieved)
- Moderator shared the link to Rules of Conduct for meeting

1.0 Approval of Agenda

- **Motion:** To approve the 2024 AGM Agenda: Jennifer Stanley
 - Seconded: Lydia Renton
 - Opposed: None
 - All in Favour, Motion Carried

2.0 Approval of Minutes of the 2023 AGM (June 8, 2023)

- * **Motion:** To approve the minutes of the 2023 AGM: Alex Mercer
 - Seconded: Sarah McCurdy
 - Opposed: None
 - All In Favour, Motion Carried
 - 2023 AGM Minutes are available on the website and were distributed by email link to all members

3.0 President's Report

- Presented by *Matthew Brewer, ROHT*
- **Discussion:**
- *Bufford Ang* - Any plans for CRBOH to aim for an ISO 17024 accreditation?
Suzanne Wilde - Aligning with ISO 17024 is our long-term goal. As you can appreciate, it takes a lot of preparation to align with the ISO requirements.

4.0 Vice-President's Report

- Presented by *Alex Mercer, ROH*

5.0 Treasurer's Report

- Presented by *Kevin Schmidt, ROH*
 - Highlights for 2023 presented
 - 2023 Financial Statements prepared by Scarrow & Donald
 - * **Motion:** To approve the 2023 Auditors Report: Paul Tocher
 - Seconded: Lawrence Kurtz
 - Opposed: None



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- All in Favour, Motion Carried
- **Motion:** To appoint Scarrow & Donald for 2024 Audit: Joey Bellino
- Seconded: Monica Ann Szabo
- Opposed: None
- All in Favour, Motion Carried

6.0 Registrar's Report

➤ presented by *Altaira Hildebrand, ROH*

Discussion:

Lydia Renton - Congrats Altaira as Registrar!

Percy Chua – What's the percentage of candidates that challenge each of the methods?

Tiffany Clayton - Congrats to our new ROHs!

Jennifer Stanley - Welcome all!

Alex Mercer - Big congrats to all!

7.0 Committee Reports

Future of the Profession Committee

➤ presented by *Joey Bellino, ROH*

External Affairs Committee

➤ presented by *Suzanne Wilde, Kiet Nguyen, Matthew Brewer, Alex Mercer*

Discussion:

Ted Letourneau - what is NAR?

Brad Schmermund - Applicants who currently hold a certification (e.g. CIH) endorsed by the National Accreditation Recognition Committee of the International Occupational Hygiene Association (IOHA) are exempt from the Registered Occupational Hygienist (ROH®) written examination component and are eligible to challenge the ROH® oral examination directly.

Dave Keenan - Should the proposed CSA standard not refer to Occupational Hygiene instead of Industrial Hygiene?

Kiet Nguyen - Yes it is occupational hygiene, sorry.

Alex, Mercer - We use the terms interchangeably in our colloquial conversations - but yes, officially OH

Communications & Promotions Committee

➤ presented by *Kiet Nguyen, ROH*

ROH & ROHT Exam Committee

➤ presented by *Suzanne Wilde, ROH*

Discussion

Bufford Ang - Has the security features of the YouTestMe software been scrutinized and vetted to protect the integrity of the written exam? The Board of Global EHS Credentialing had a similar issue last year with their test provider, which forced them to switch providers and entirely delayed their CIH spring exam window



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Brad Schmermund - We reviewed a variety of solutions for executing a secure, flexible, and user friendly exam. There are various security features built into the platform that we believe protect the integrity of the exam adequately. Reach out to us at secretariat@crboh.ca and we can get more specific if needed :)

Registration Maintenance & Points Committee

➤ Presented by *Matthew Brewer, ROHT on behalf of Roberto Sgrosso, ROH*

Discussion

Lydia Renton - Perhaps you missed the Chair of the RM Committee?

Secretariat – Jodi Johnson is the Registration Maintenance Committee Chair, and her name was on the first slide. We will be sure to include a verbal mention of Jodi and all the hard work she does on behalf of the CRBOH at next years AGM.

8.0 Awards

Student Award recipient in 2023 goes to Shayla Kaplen, Masters of Science in Occupational and Environmental Hygiene, University of British Columbia

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 2024 recipient is presented to Liz Krivosov, ROH, retired. Introductions by nominator, Sarah McCurdy, ROHT.

9.0 Other Business

Incoming President Alex Mercer, ROH

Introduction of new director, Stéphane Archambault, ROH (Quebec)

Thank you to the outgoing director, Lucie Marcotte, ROH (Quebec)

10.0 Members' Discussion

Jennifer Stanley - Congrats Liz! Well deserved.

Percy Chua - Way to go Liz

Kim Froats - Great job Liz! Congratulations!

Ina Chomyshyn - congratulations Liz! Enjoyed that Liz.

Margaret Fung – Congrats Liz!

Rene Leblanc - Bravo Liz, well deserved, enjoy retirement

Lydia Renton - congrats Liz! well deserved

Letty Wong - Congrats Liz!

Binyam Hailu - Congrats Liz!

Mike Russo - Congrats Liz. Great work.

Stéphane Archambault - Bravo Liz! congrats. Thank you for the great work!

Andrea Sass-Kortsak - Congratulations, Liz !!



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Lucie Marcotte – It was a real pleasure to work with you guys

Sarah McCurdy - Thanks for all of your contributions Lucie!

Marc Barre – Merci Lucie

11.0 Adjournment

*** Motion:**

- * To adjourn the 2024 Annual General Meeting: Percy Chua
 - All In Favour
 - Motion Carried – Meeting was adjourned at 3:54 pm (EST)

Alex Mercer - Thank you all for attending our AGM

12.0 Guest Speaker:

Mark A Katchen, CIH, FAIHA

Managing Principal for The Phylmar Group, Inc.

Title: Ethics for EHS Professionals

Only available to be viewed by members in attendance, this presentation was not recorded and shared for the membership at large.

Full reports can be viewed in the 2024 AGM PowerPoint presentation available on the CRBOH website.