



CHES Manitoba - Annual General Meeting

Virtual AGM July 10,2020

Minutes

Executive: Tom Still (Past – Chair) Reynold Peters(Chair), Brent Kolton (Vice – Chair), James Kim (Treasurer), Troy Lycan (Secretary), Craig Doerksen (Member at Large)

1. Meeting called to order at 09:36 am. Reminder to sign in AGM. Welcome and introductions by Reynold Peters. Call to order – Tom Still (Past Chair), Chair Reynold Peters, Vice Chair Brent Kolton, Treasurer James Kim, Secretary Troy Lycan
2. Approval of Agenda: Motion by Troy Lycan., Seconded by Brent Kolton. No additions or revisions cited. Passed.
3. Review of previous chapter AGM minutes. Motioned by Troy Lycan, Seconded by Tom Still. Passed.
4. Professional Development:
  - a. Educational Sessions: CANHCC (Canadian Healthcare Construction Course) – CHES MB / WCA (Winnipeg Construction Association) Tentative March 16 – 17 2021
  - b. CCHFM (Canadian Certified Healthcare Facilities Manager) - The MB Executive will support CHES MB members wishing to take the CCHFM Self-Assessment Exam (practice test) the first time. The Chapter would pay the \$115.00 cost. In regards to the CCHFM exam, the CHES Manitoba Chapter is offering to reimburse any Manitoba Chapter Regular member for the full cost of the exam, once the member passes the certification examination. Full details can be found on the MB Chapter CHES website.
  - c. CHES Membership speaker attendance at BOMA MB (Building Owners and Managers Association)- Boma 2020 may not be held due to Covid; however, CHES Mb is putting an action item on next executive meeting to ensure topics are in mind should the conference go ahead.
5. CHES MB Conference and Trade Show 2021
  - a. Changes and Additions – Initially scheduled for August 2020 but due to covid, the CHES MB Conference and trade show has been rescheduled to May 3-4 2021.
6. Executive Reports
  - a. Chairs Report – Posted
  - b. Change of MB CHES Executive in April – Reynold Peters (Chair), Brent Kolton (Vice Chair), James Kim (Treasurer), Troy Lycan (Secretary)
  - c. CHES MB collaborating with RRCC (Red River Community College) on the HVAC requirements and challenges for long term care facilities in Manitoba. CHES Mb supporting RRCC through the process of funding requests for research from the Federal government.

- d. Treasurers Report - Attached. The treasurer's report is included in the AGM package. A summary: The MB Chapter began 2019 with a balance of \$39,448.85. The total income was \$24,929.89 and the total expenses were \$16,632.28. This resulted in a net income of \$8,297.61. Therefore, the balance for the year was \$47,746.26. Cash in reserve as per Chapter by-law \$ 5,000.00.
  - e. Proposal put forward to increase reserve of \$5,000 to ensure coverage during situations such as Covid that caused venues to close their doors thus causing MB CHES to possibly lose their venue booking fee.
7. Membership
- a. Current membership at 54. The CHES MB includes annual membership as part of the registration cost of the annual conference.
  - b. Membership is included with full registration MB Conference and Trade Show fees.
8. CHES MB Awards and Bursaries
- a) Award for excellence in Facility Management – Bill Algeo HSC
  - b) Award for excellence in Project Management – Gary Dandeneau IERHA
  - c) Red River College – CHES MB Award for Power Engineering Technology - Eric Jeskow (student of RRCC)
9. New Business
- a. Motion by CHES National Executive to extend positions for one year due to Covid situation. This is to be brought forth at National AGM in September 2020.
  - b. IFHE (International Federation of Hospital Engineering) Congress 2022
  - c. Upcoming National Conferences – Halifax September 2020 moved to October 2021, Winnipeg 2021 moved to 2023. Toronto to stay in 2022 due to IFHE Congress
  - d. Next MB AGM meeting date CHES Conference and Trade show slated for 2021
  - e. National Committees – MB CHES Representatives
    - Barry Doran – Membership Committee
    - James Kim – Partners in Advocacy
    - Tom Still - Professional Development
    - Brent Kolton – Communications

MB CHES executive encourage CHES members to look into volunteering to join national Committees as it is a great way to not only broaden the knowledge in a particular field but it also a great way to network with other health care regions in Canada.
10. Adjournment of the AGM at 10:09 am.
- Motion by Craig Doerkson, Seconded by Troy Lycan. Passed.
- Attendance at MB CHES Virtual AGM – 12 Members