

Minutes

Regional Councillors Committee (RCC)
Saturday, October 24, 2015

PEO Offices,
40 Sheppard Ave W., Toronto, ON
Telephone: 1-800-339-3716

Chair:	Changiz Sadr, P.Eng.	East Central Regional Councillor
Vice-Chair:	Nick Colucci, P.Eng.	East Central Regional Councillor
Members:	David Brown, P.Eng. Danny Chui, P.Eng. Len King, P.Eng. Ewald Kuczera, P.Eng. Dan Preley, P.Eng. Warren Turnbull, P.Eng.	Eastern Regional Councillor West Central Regional Councillor Western Regional Councillor Western Regional Councillor Northern Regional Councillor West Central Regional Councillor (Teleconference)
Staff:	Matthew Ng, P.Eng. Julia Milter	Manager, Chapters Coordinator, Chapters
Regrets:	Charles Kidd, P.Eng. Serge Robert, P.Eng.	Eastern Regional Councillor Northern Regional Councillor

1.0 Call to order and welcome

Meeting was called to order by the Chair at 9:00 a.m.

2.0 Routine Business

2.1 Approval of the meeting Agenda

Agenda was approved with the addition of the "6.1 Proposal to PEO Council for Entrepreneurship Program" and item "7.1 2016 RCC Meetings Scheduling" was moved to the item 6.2.

Motion 1: To approve Agenda as amended.

Moved by: L. King. **Seconded by:** E. Kuczera. Motion **Carried.**

2.2 Approval of Minutes to previous meeting (July 25, 2015)

Minutes of the previous meeting were approved as presented.

Motion 2: To approve last meeting's minutes as presented.

Moved by: N. Colucci. **Seconded by:** E. Kuczera. Motion **Carried.**

2.3 Business arising from previous Minutes

All action items from previous meeting were completed.

3.0 Chapter Issues

3.1 Regional Open Issues

Western Region Open Issues

Western Open Issue 55 – WRC requests RCC to establish a task force to consider recommended changes and potential implementation of the proposed structured EIT program as presented in the PENTA Forum 2014, so to address Western Open Issue 49 by 2015 PEO AGM.

Update: Remains Open. Structured EIT ad-hoc group is working out realistic options on what might interest companies to participate in the program. The group is currently developing a survey to be sent out to the companies to refine the program deliverables.

Western Open Issue 56 – WRC requests RCC to request the PEO Licensing Committee to clarify the background associated with 30 hour supervised EIT experience per month requirement; to provide information on what is an acceptable way for how an EIT can get someone to vouch for his/her experience in the absence of a P.Eng. direct supervisor. The region further asks the committee to provide an explanation on why this is changed, and with the intent to change it back to what it was before.

Update: A letter will be addressed to the Licencing Committee requesting background information on the 30 hour EIT mentoring licencing requirement and possibility of Structured EIT program to be involved in the licencing process. Discussion resulted in following action:

Action 1: M. Ng to draft a letter, on behalf of RCC Chair, to the Licencing Committee requesting background information on the 30 hour EIT mentoring licencing requirement; and whether Structured EIT Program can be incorporated in the process to elevate the concerns outlined in the Western Open Issue 56.

West Central Open Issues

West Central Open Issue 29 – WCRC wants RCC to review the invitation and attendance policy of Chapter AGM and Meetings where a senior regional Councillor is seeking re-election, and where a senior regional Councillor is seeking election to other council positions.

Update: “Instruction on Invitations to Chapter Events” document will be edited based on the feedback provided by Chapters and it will be distributed to the Regional Congresses after RCC has approved it.

West Central Open Issue 32 – WCRC wants RCC to implement means of improving the knowledge new licensees have with regards to the role and mandate of PEO in society, its chapter system and volunteerism in general for the association.

Update: Remains open. Conversation resulted in following action:

Action 2: Chapter Office to present to RCC the draft version of the “Welcome Package to New Licencees” document before the end of 2015.

Eastern Open Issues

Eastern Open Issue 112 – Notice of Motion for the Eastern Region Congress to be held in Ottawa 30 May 2015, concerning the Licensing of Academically qualified Engineers serving in the Canadian Forces

WHEREAS the PEO is the body responsible for the licensure of Engineers in the Province of Ontario as detailed in the Professional Engineers act, and

WHEREAS some 200 Engineers per year graduate and serve as Military Officers in the Canadian Forces, but are exempt from the requirement for the P.Eng. Licence. Those that would meet the Academic Requirements for Licensure, are usually, but not exclusively, employed doing Professional Engineering work, and

WHEREAS these Officers are often unable to fulfill the listed requirements for Experience during their initial employment, for reasons not under their control, such as:

1. They may not be employed as an Engineer, they have no choice since the Canadian Forces employs them according to the needs of the forces, not the personal needs of the individual,
2. They may not be supervised by a Professional Engineer,
3. They may not be employed in the field of their Under-graduate Degree, or
4. They may be restricted from describing the nature of their employment.

Be it resolved that PEO Council approach the Canadian Forces in an effort to encourage Licensure of these otherwise qualified officers.

Update: C. Kidd and D. Hamilton are to meet with the Dean of Royal Military College (RMC) to discuss the issue and report the findings to the Eastern Regional Congress in February 2016.

Action 3: C. Kidd to report to the 2016 February round of Eastern Regional Congress the result of the interview with the Dean of Royal Military College (RMC).

Northern Open Issues

Northern Open Issue 37 – NRC requests RCC to establish a task force to consider the AGM Term Limits Motion and make recommendations back to RCC.

Update: Remains Open. Draft of the motion to establish the Council Term Limits Task Force will be presented to Council during the November 2015 session.

Northern Open Issue 38 – NRC requests RCC to recommend to Council to establish a task force to look at the size of the council make-up with reference to the James Dunsmuir’s article in Engineering Dimensions May/June 2015 issue.

Update: Remains Open. Human Recourse Committee (HRC) is currently working with the Attorney General’s Office discussing the number of the Councillors Appointed by the Lieutenant Governor.

East Central region has no current Open Issues.

3.2 Special Project Fund Applications

There were no Special Project Fund applications presented to RCC.

West Toronto’s Post Event Report was presented to RCC outlining outcomes from their 2015 Women in Engineering and Science Design Competition.

Discussion ensued about the format of the Post Event report that Chapters are required to submit after each RCC funded project. General consensus was that if Chapter does not submit the report, RCC reserves right to decline all future applications from that Chapter until report is received.

Chapter Office was tasked to create a template, modify the existing Special Project Fund Application to include such report and precautionary disclaimer in the event that report is not submitted:

Action 4: Chapter Office to modify the existing RCC Special Project Fund Application to include the clause about the “Special Project Fund Chapter Report” that needs to be submitted after every approved funding request and includes a disclaimer that if such document is not received, future applications by respective Chapter may be in jeopardy. “Special Project Fund Chapter Report” should include information based on the criteria identified in the application form and attached to the application Excel file as a separate sheet.

4.0 RCC Issues/Chapter Policies/Documentations/Processes

4.1 Instructions on Invitations to Chapter Events

RCC reviewed changes proposed by chapter executives to the “Instructions on Invitations to Chapter Events” document. General consensus was that document needs to be less restrictive and presented in the form of the guideline.

Chapter Office was tasked to modify the existing document and present the draft version to RCC. Final document will be distributed to the Regional Congresses after RCC has approved it.

Action 5: Chapter Office to edit the “Instruction on Invitations to Chapter Events” document based on the feedback provided by Chapters and to circulate it amongst RCC members for approval.

4.2 Regional Election and Search Committee (RESC)

Councillors provided updates on the progress done to date in their respective regions. Most regions were successful identifying candidates interested in running for various PEO Council positions. Conversation did not result in any actions or motions.

4.3 Townhall Meetings 2015

Discussion ensued about outcomes of 2015 round of Townhall meetings. General consensus was that a report should be comprised of findings, feedback and statistics, and it should be shared with membership through Engineering Dimensions. RCC addressed their recommendations to Council in following motion:

Motion 3: Whereas PEO has invested time and money in organizing 6 townhall meetings throughout Ontario in 2015. Whereas through the discussions, the townhall meetings have generated a lot of useful dialogue on the topics at hand (namely Elliot Lake recommendations, our proposed CPD program and specialist designations) that can be of value to PEO and the committee or individuals working on it. RCC does not want to lose track of the information as the committee felt that this important information needs to be captured and shared amongst our membership. Be it resolved that RCC recommends that, upon conclusion of the Townhall Meetings, PEO Council directs the Registrar to task staff to generate a factual report on the 2015 Townhalls. The report needs to be balanced and comprehensive and include, at a minimum, the following:

- 1) Highlights/details of each of the 6 townhalls
- 2) Positive and negative aspects of each townhalls
- 3) Specific feedback coming from the attendees and in particular those instances in which it resulted in changes to the committee's recommendations
- 4) Satisfaction survey results (Monkey survey)
- 5) Final attendance level at each townhall
- 6) Lessons learnt and actions in going forward

The current Townhall Communication Plan should be amended to include this report to be communicated out to the membership and added to the practice guideline on conducting PEO Townhalls.

Moved by: E. Kuczera. **Seconded by:** W. Turnbull. Motion **Carried**.

4.4 Member Satisfaction Survey

RCC reviewed Member Satisfaction Survey and has given their consent to proceed with some changes:

Motion 4: To support the member's satisfaction survey and gives its consent to proceed with some RCC suggested changes. Suggested changes from RCC include from Q6 – "Internationally educated professional" should be elaborated and Q33 the word "exemption" should be "exception".

Moved by: N. Colucci. **Seconded by:** E. Kuczera. Motion **Carried**.

5.0 RCC Subcommittees / Task Forces / Working Groups updates

5.1 IT Governance Working Group

Brief discussion ensued about progress done to date with IT Governance project. Councillors were notified that the group is currently working on the project framework. Discussion did not result in any actions or motions.

6.0 Other Business

6.1 Proposal to PEO Council for Entrepreneurship Program

Extended discussion ensued about the proposal to PEO Council for Entrepreneurship Program. General consensus was that this initiative is not a part of PEO mandate and should be referred to seek funding through other channels such as Ontario Society of Professional Engineers. A letter with the resolution will be written to Dr. Tapan Das explaining RCC's decision:

Motion 5: In the scope and scale of the program as presented in the "Proposal to PEO Council for Entrepreneurship Program" document by Dr. Tapan Das, RCC is unable to establish any linkages between the proposed program and the regulatory mandate of PEO. That this be conveyed to Dr. Tapan Das, PEO Ottawa Chapter and to the balance of PEO council.

Moved by: D. Brown. **Seconded by:** E. Kuczera. Motion **Carried Unanimously**.

RCC also actioned Chapter Staff to forward the copy of the proposal to the Ottawa Chapter:

Action 6: Chapter Office to forward the copy of the "Proposal to PEO Council for Entrepreneurship Program" to the Ottawa Chapter.

6.2 2016 RCC Meetings Scheduling

March 2016 RCC meeting will take place in Toronto on Saturday, March 12, 2016.

Brief discussion ensued about Outlook invitations and resulted in following action:

Action 7: Chapter Office to use Microsoft Outlook calendar to invite for all future RCC meetings.

7.0 Next RCC Meeting and Adjournment

Next RCC meeting will tentatively take place via teleconference on December 2, 2015 if need arises.

Meeting was adjourned by the chair at 1:54 p.m.:

Motion 6: To adjourn the meeting at 1:54 p.m.

Moved by: E. Kuczera. **Seconded by:** W. Turnbull. Motion **Carried.**