

124th MEETING OF THE CANADIAN ENGINEERING QUALIFICATIONS BOARD

SUNDAY, September 17, 2023

8:30 a.m. – 5:30 p.m. MDT

Hybrid meeting held at Delta Hotels, Edmonton Centre Suites and via Zoom

AGENDA

	Agenda item	Scheduled time	Presenter
1	Opening of the meeting	8:30am	Frank Collins
1.1	Call to order and introduction of attendees		Frank Collins
1.2	Approval of the agenda		Frank Collins
	<i>Motion: That the agenda for the 124th meeting of the Qualifications Board be approved as distributed.</i>		
1.3	Declaration of conflict of interest (attachment 1.3)		Frank Collins
2	Consent agenda (Attachment 2.2 to 2.5)	9:00am	Frank Collins
2.1	CEQB members may request that an item be removed from the consent agenda for debate and deliberation. <i>Motion: THAT the consent agenda motions listed below (i.e., 2.2 to 2.3) be approved in one motion.</i>		
2.2	Approval of minutes of the previous meeting (attachment 2.2)		
	<i>Motion: That the minutes from the 123rd meeting of the Qualifications Board held on July 18, 2023, be approved as distributed.</i>		
2.3	Approval of the draft Guideline on duty to report		
	<i>Motion: That the draft Guideline on duty to report be approved for regulator consultation.</i>		
3	Review of action items from last meeting	9:10am	Ryan Melsom
4	Committee reports		Frank Collins
4.1	Admission Issues Committee	9:20am	Qing Zhao
4.2	Continuing Competence Committee	9:30am	Anil Gupta

4.3	Engineer-in-Training Committee	9:40am	Amy Hsiao
4.4	Syllabus Committee	9:50am	Kamran Behdinan
15 MINUTE BREAK (10:00am – 10:15am)			
4.5	Practice Committee	10:15am	Sam Inchasi
4.6	Executive Committee	10:30am	Frank Collins
4.7	Nominating Committee	10:45am	Marisa Sterling
5	Report on Engineers Canada Board activities and decisions	11:00am	Marisa Sterling Tim Kirkby
6	Report from the Accreditation Board	11:15am	Allan Stewart
1 HOUR LUNCH BREAK (12:00pm-1:00pm)			
7	National Groups		Frank Collins
7.1	National Admissions Officials Group update	1:00pm	Amit Banerjee
7.2	National Discipline & Enforcement Officials Group update	1:15pm	Kris Dove (virtual)
7.3	National Practice Officials Group update	1:30pm	Allan Ng (virtual)
7.4	Comments from the regulators	1:45pm	Frank Collins
8	Engineers Canada Risk Register and Strategic Plan 2025-2029	2:00 pm	Nancy Hill Gerard McDonald Mélanie Ouellette
15 MINUTE BREAK (3:00pm-3:15pm)			
10	Items added to the agenda	3:15pm	Frank Collins
11	Future meetings CEQB Teleconference call: January 2024 (Date to be determined by Doodle poll) CEQB Spring meeting: April 6-7, 2024 (Ottawa) CEQB Teleconference call: July 2024 (Date to be determined by Doodle poll) CEQB Fall meeting: September 2024 (Moncton) (Date TBD)	3:20 pm	Frank Collins

12	Review of action items of the 124th Qualifications Board meeting	3:25 pm	Ryan Melsom
13	Conclusion	3:30 pm	Frank Collins
9	Futures of Engineering Accreditation (SP 1.1) (CEQB Members only)	3:45 pm	Stephanie Price

MINUTES OF THE 124th MEETING

1. Opening of the meeting

The chair welcomed everyone to the meeting.

1.1. Call to order and introduction of attendees:

<u>Canadian Engineering Qualifications Board Members</u>	Frank Collins, FEC, P.Eng.	Chair
	Samer Inchasi, P.Eng., PMP	Vice-chair
	Margaret Anne Hodges, FEC, FGC (Hon.), P.Eng., PMP	Past chair
	Anil Gupta, FEC, FGC (Hon.), P.Eng.	Alberta Representative
	Amy Hsiao, FEC, PhD, MBA, P.Eng.	Atlantic Provinces Representative
	Marcie Cochrane, MBA, P.Eng.	Member-at-Large Representative
	Kamran Behdinin, PhD, FAAAS, FASME, FCAE, FEIC, P.Eng.	Member-at-Large Representative
	Farzad Rayegani, PhD, FEC, P.Eng.	Ontario Representative
	Nadia Lehoux, ing., PhD	Québec Representative
	Carol MacQuarrie, FEC, P.Eng.	Member-at-Large Representative
	Karen Savage, FEC, P.Eng.	British Columbia Representative
	Ian Sloman, FEC, M.Eng., P.Eng.	Saskatchewan, Manitoba Representative

	Adam Wallace, P.Eng.	Northern Representative
	Qing Zhao, PhD, P.Eng.	Member-at-Large Representative
Engineers Canada Board Appointee	Marisa Sterling, FEC, P.Eng.	
	Tim Kirkby, FEC, P.Eng.	
Engineers Canada Board	Nancy Hill, B.A.Sc., LL.B., FCAE, FEC, P. Eng.	
	Sudhir Jha, M.Eng., FEC, P.Eng.	
	Marlo Rose, MBA, FEC, P.Eng.	
Canadian Engineering Accreditation Board	Allen Stewart, P.Eng.	
Engineers Canada Staff	Gerard McDonald MBA, P.Eng., ICD.D	Chief Executive Officer
	Stephanie Price, P.Eng., CAE	Executive Vice President, Regulatory Affairs
	Ryan Melsom, PhD	Manager, Qualifications and CEQB Secretary
	Mya Warken	Manager, Accreditation and CEAB Secretary
	Alison Peverley	Coordinator, Qualifications
National Admissions Officials Group	Amit Banerjee, P.Eng.	APEGA
National Discipline & Enforcement Officials Group	Allan Ng, P. Eng.	APEGA
National Practice Officials Group	Kris Dove, MBA, FEC, P.Eng.	Engineers NS
Observers:	Delee Silvius, MBA, P.Eng., PMP	APEGS
	Jason Ong, FEC (Hon.), P.Eng.	EGBC
	Allison Smith	APEGS
	Heather Appleby, FEC, P.Eng.	PEGNL
	Jim Landrigan FEC, MBA, P.Eng.	Engineers PEI

1.2 Approval of the agenda

Motion: THAT the agenda of the 124th Meeting of the Qualifications Board be approved as distributed was moved by Anil Gupta and seconded by Ian Sloman. None were opposed. The agenda was approved.

1.3 Conflict of interest

CEQB members have an ongoing obligation to conduct themselves in an ethical, professional, and lawful manner, and to identify and disclose actual, reasonably perceived, and potential conflicts of interest. These obligations are set out in case law and are also codified in statute, under the *Canada Not-for-profit Corporations Act* ("CNCA"). Members that cannot act in the best interests of Engineers Canada or are

conflicted should recuse themselves from the relevant part of the meeting, and they shall not vote on the decision at hand. Members must support the legitimacy and authority of CEQB decisions, regardless of their personal position on the issue, and shall not publicly discuss the varying opinions of individual members.

2. Consent agenda (attachments 2.2-2.5)

A committee member requested the draft Guideline on duty to report be pulled from the consent agenda for discussion and noted minor edits to the 123rd Qualification Board minutes.

Motion: THAT the consent agenda motions listed below (2.2) be approved in one motion was moved by Tim Kirkby and seconded by Marcy Cochrane. None were opposed. The motion carried.

2.2 Approval of minutes of the previous meeting

Motion: THAT the minutes from the 123rd meeting of the Qualifications Board held on July 18, 2023, be approved as distributed.

2.3 Approval of the draft revised Guideline on conflict of interest for regulator consultation.

Moved to Practice Committee discussion Agenda Item 4.5.

3. Review of action items from last meeting

	Action item	Assigned to	Status
123.1	DISTRIBUTE draft review of the Guideline on conflict of interest for consultation	Secretariat	Complete
123.2	DISTRIBUTE draft review of the Guideline on code of ethics for consultation	Secretariat	Complete
123.3	DISTRIBUTE draft general direction for a guideline on fitness to practice for consultation	Secretariat	Complete
123.4	DISTRIBUTE draft 2024 CEQB Work plan to Engineers Canada Board for information in October and decision in December	Secretariat	Complete
123.5	CORRECT Work plan table to include character investigations review.	Secretariat	Complete

4. Committee reports

Frank Collins, CEQB Chair, presented:

4.1 Admission Issues Committee

Qing Zhao, Committee Chair, presented:

Status update:

- The development of an Engineers Canada paper on emerging disciplines was assigned to the Admission Issues Committee as part of the CEQB's 2023 work plan.
- The paper is intended to support effective regulation of emerging disciplines by providing Canadian engineering regulators with insight into key topics.

- RFP was released in July 2023, and consultants were hired in late August.
- In order to obtain CEQB and regulator insights into this pressing topic, a CEQB virtual workshop will be held in October 2023.
- A general direction document will be developed based on workshop discussions and an environmental scan.

Key topics:

- Factors influencing the regulation of emerging areas:
 - Factors that contribute to the need to regulate new disciplines of engineering.
 - Risks and/or potential benefits of regulation being undertaken by non-engineering regulation.
 - Best practices for academic assessments.
- Methods for determining the timing, scope, and type of engagement required for regulating emerging areas:
 - Factors in identifying and defining areas requiring regulation.
 - How to engage in “Right touch” regulation.
- Methods for monitoring, assessment, and the creation of national alignment
 - Monitoring trends in industry, technology, and academia to be proactive.
 - Finding qualified supervisors when they may not exist.
 - Attracting and assessing applicants that may not understand the value of licensure.

4.2 Continuing Competence Committee

Anil Gupta, Committee Chair, presented:

Status update:

- In addition to regulator email consultation, sessions were held with NDEOG and NPOG, and another is planned with NAOG to gather feedback on the draft general direction for a Regulator's Guideline on fitness to practice.
 - Response has been positive, and regulators are looking forward to the draft guideline.
- Consultations planned to close September 20.
- Revisions to the general direction are planned in Fall 2023; CEQB approval in January 2024.

Key topics:

- Consideration of the differences between engineering and other professions regarding Fitness to Practice.
- How best to provide guidance on the line between regulation and health guidance.

4.3 Engineer-in-Training Committee

Amy Hsiao, Committee Chair, presented:

Status update:

- As part of the 2023 CEQB work plan, the Committee was assigned the review of the 2016 Public guideline on assuming responsibility for the work of engineers-in-training.
- The EIT Committee membership has been updated (3 CEQB; 4 regulators), and the group met in early September.
- All three Officials Groups (NAOG, NPOG and NDEOG) have requested that this guideline be revised as there is synergy with the new Engineers Canada paper on emerging disciplines (assigned to the Admissions Issues Committee in 2023).
 - A common complication with emerging disciplines/entrepreneurial work is not having a P. Eng able to assume responsibility of an EIT or entrepreneur working in an emerging

field.

Key topics:

- The guideline discusses how to enhance competencies, but the Pan-Canadian competency framework has been updated since the last time the guideline was revised.
- Considerations of workplace safety, psychological safety, and wellbeing issues.
- The Canadian regulatory environment has shifted with regard to EIT programs, since the suspension of PEO's EIT program.

4.4 Syllabus Committee

Kamran Behdinin, Committee Chair, presented:

Status update:

- Syllabi continue to be one of the most widely used CEQB products, presenting significant value for regulators.
 - CEQB regularly receives detailed feedback on syllabi, indicating a high level of engagement and value.
- All 2023 reviews are underway now:
 - 2007 Building engineering (consultation September-November).
 - 2017 Petroleum engineering (consultation September-November).
 - 2017 Industrial engineering (currently in consultation).
- Some challenges in completing Building and Petroleum syllabi (relying heavily on non-CEQB volunteers).

Key topics:

- Ensuring syllabi are accessible (French textbooks are not widely produced or suitable for all areas of knowledge).
- Long-term exploration of a more modular approach to syllabi, where topics are maintained, but regulators could mix-and-match.
 - In general, lots of questions about whether the current system represents the right approach, what could potentially replace it, and what would best equip regulators for the academic assessment of applicants in emerging disciplines.
 - Any changes likely to be informed by the outcomes of SP1.1 Futures of Engineering Accreditation, and the new Engineers Canada paper on emerging disciplines.
- Ongoing question of what to do with common advances topics, which don't fit into Basic or Complementary studies (any changes would need to consider the whole system).

4.5 Practice Committee

Sam Inchasi, Committee Chair, presented:

Status Update:

- Development of a Guideline on duty to report:
 - The draft guideline was approved today for regulator consultation (Sept-Nov).
 - The Guideline is intended to help registrants understand and meet their ethical and professional duties as outlined in the Code of Ethics in each jurisdiction.
 - It is also designed to support regulators in their ability to monitor, enforce and respond to reports, as well as guidance related to implementing regulatory reporting requirements and processes.
 - It outlines the existing legal framework and duties for registrants, considerations for when a regulatory report could and/or should be made, information on the reporting process, as well as possible consequences and challenges related to reporting.

- Review of the Guideline on conflict of interest (in consultation).
 - Review has focused on updating the content and format of the guideline, improving readability, defining, and identifying conflicts of interest, and discussing types of relationships that can create conflicts of interest.
- Review of the Guideline on code of ethics (in consultation).
 - Review will simplify and clarify the current guideline, as well as keep it aligned with changes in regulator codes.
- Review of the 2014 regulator Guideline on principles for character investigations.
 - Due to the Practice Committee's heavy workload, a working group, which will be led by Marcie Cochrane, was struck in July for the review of this guideline.
 - The working group is set to begin its review in September based on an environmental scan and a short survey to regulators. The aim is that it will be presented for consultation approval to the CEQB in January 2024.
- The Engineers Canada Draft Guideline on duty to report was pulled from the consent agenda for discussed during the practice committee presentation.
 - A CEQB member asked if the guideline addressed and provided sufficient best practices on the following three issues: anonymity of reporting, protecting the privacy of individuals, whistleblower protections and elaborated on the 3 points.
 - A CEQB member suggested adding a relevant quote at the very beginning of the guideline, similarly to the one in Guideline on good character (e.g., "Ethics is the science of morals and morals are the practice of ethics").
 - A CEQB member would like the practice committee to consider adding a glossary as an appendix with key terms.
 - A CEQB member recommended adding a specific example to Section 5.A.1 around nuclear energy which poses a small but controlled risk to the environment. Where a nuclear engineer meets the standards of practice and keeps the level of risk within generally accepted levels, no regulatory action will be warranted. On the other hand, if the nuclear engineer fails to meet the standards of practice in a manner that poses risks above the generally accepted level, the Regulator may need to take action to protect the public interest. This example is intended to encourage registrants to avoid making a Regulatory Report when a report is not warranted.
 - The CEQB had an in-depth discussion surrounding the document and the comments made are going to included as feedback for the consultation. **(Action item 124.2)**

Motion: That the draft Guideline on duty to report be approved for regulator consultation was moved by Sam Inchasi and seconded by Anil Gupta. None were opposed. The motion carried.

(Action item 124.3)

4.6 Executive Committee

Frank Collins, CEQB Chair, presented:

Status update:

- Met virtually on August 31 to review July meeting feedback, September CEQB meeting agenda, and work plan progress.
 - July feedback was positive (12 responses).

- Delivering presentations to NDEOG, NPOG, NAOG, CEAB, and Engineers Canada Board in Aug-Oct.
 - Focus on strengthening relationships with groups.
- Planning to meet in person in late October.
 - Will be the last in-person meeting of the Executive for the foreseeable future.

Key issues:

- How to strengthen relationships with Board and regulators
 - Working on strategies to develop stronger communications and better collaboration.
 - Encourage CEQB members to get involved in their jurisdictions and share information.
- CEQB budget is slated to be cut by ~38% in 2024:
 - Will impact the venues/activities for in-person meetings.
 - Will necessitate reduced use of consultants.
 - Will necessitate reduced translation and other overhead costs.
 - Asking for financial prudence in decision making around travel.
 - Further cuts are possible in 2025.
- A CEQB member felt the model of being told what the CEQB's budget would be was backwards. The Board requests work of the CEQB and the CEQB should come back with a budget needed to complete the requested work then the Board can decide what work we can afford to take on.
- A CEQB member was surprised that budgets are being cut by 38% immediately and would not be cut at smaller increments. The CEO reiterated that the drastic decrease in budget was due to PEO taking part in the affinity program.
- A CEQB member questioned whether it was just the CEQB receiving such a drastic cut or if it was across the board. The CEO assured the CEQB that cuts were across the board and had been drafted, run through the finance committee and the draft budget is due to be presented at the October board meeting where the Board will discuss the budget and provide any further direction. The final draft budget will be approved at the December Board meeting.
- A CEQB member requested clear communication around the impact of budget cuts whether it means longer timelines, less French translation support, etc. and how that will effect CEQB work.
- The CEQB Secretariat is working to minimize impact to the CEQB while achieving the reduction in budget for 2024.
 - Costs have already been decreased by finding a new AV provider.
 - Relationship building was felt to be an important through meetings. Budgeting will need to take place around meetings.
- The CEQB budget is publicly available on the Engineers Canada website with the December Board meeting resources.

4.7 Nominating Committee

Marisa Sterling, Committee Chair, presented:

Status update:

- Vice Chair call for interest was extended to June 15, 2024, to accommodate the Board policy change in Executive term limits.
- 2024 nominations cycle to kick off in October:
 - Member-at-large re-appointments: Two current incumbents are eligible for a second three-year term.
 - Regional re-appointment: Re-appointment for one (1) regional member representing the Atlantic provinces (the incumbent is eligible for a 1-year extension, due to exceptional circumstances, to be presented to the Board in December).

- Regional appointment: Appointment for one (1) member drawn from British Columbia.
- Member-at-large / Regional appointment: Appointment of one (1) member-at-large.

5. Report on Engineers Canada Board activities and decisions

Marisa Sterling, Engineers Canada Board appointee, presented:

2023 Spring Meeting and Annual Meeting of Members (Halifax):

- Three major CEQB documents approved:
 - Guideline for engineers and engineering firms on Indigenous consultation and engagement.
 - Feasibility study on alternative methods of academic assessment for non-CEAB applicants.
 - Revised guideline on good character.
- Motion to review observer policy at Board meetings.
- CEQB Executive term limits changed from 1-2 years for each of Vice Chair, Chair, and Past Chair.
 - The additional year for each of the current Executive members will need to be approved this December, as they were originally approved for 1-year terms.

2023 Spring Meeting and Annual Meeting of Members (Halifax):

- Change to travel expenses policy, allowing business class for flights over 4 hours.
- Change to expense claims: can now claim per diem rather than submitting receipts.
- Mike Wrinch nominated as President-elect.
- At the Annual Meeting of Members, regulators defeated a motion to set the 2025 per capita assessment fee at \$8.

6. Report from the Accreditation Board

Allan Stewart, Accreditation Board Member-at-Large, presented:

The purpose of accreditation

“To identify to the member engineering regulators of Engineers Canada those engineering programs whose graduates are academically qualified to begin the process to be licensed as professional engineers in Canada.” – CEAB Accreditation Criteria and Procedures

Why engineering education accreditation matters

- Graduates exempted from writing confirmatory technical exams for licensure.
- International agreements provide mobility for graduates.
- The profession expresses expectations for graduates through criteria.
- Flexibility helps institutions develop innovative programs in new fields.

Linkage(s) with CEQB

- Direct report of the Engineers Canada Board
- Outputs support regulators’ licensing processes
- Program data collected in accreditation process supports development of CEQB syllabi

- Otherwise publicly available information but collated in a usable format for CEQB work
- Syllabi are not used on an accreditation visit
- Impacted by outcomes of SP 1.1

Visits

- 2023/2024 cycle: 30 programs at 13 institutions
- 2024/2025 cycle: 94 programs at 19 institutions
- 2025/2026 cycle: 98 programs at 24 institutions
- 2023 CEAB workplan
- *Temporary exemption for students going on international exchange* approved February 2023. Implementation underway.
- Other major policy work is paused until 2025. Wrapping up work-in-progress:
 - 30 by 30 consultation report (target: February 2024)
 - Alternative methods for quantifying curriculum content - on September agenda
- Training documentation and resources
 - Role descriptions for visiting team members and CEAB assignments
 - Decision-making tools and processes
- Re-fresh of visit tools and templates (visiting schedule template, visit report working file, Exit statement, etc.) – on September agenda
- Implement Tandem (web-based accreditation data management system) targeted for 2024/2025 visit cycle

Tandem

Implemented for the 2024/2025 visit cycle

- Web-based data management system. Configured off-the-shelf solution with some customization.
- Collects data submitted by programs and will enable visiting teams to complete their review and write their observations. Tandem will replace:
 - The Word versions of the Questionnaire, Exhibit 1;
 - The Excel versions of 6A (Graduating Student Record), 6B (Academic staff information sheet), 6C (Course Information Sheets and summary artifacts generated by macros), Tracking of Issues Sheet, AU re-allocation sheet;

- OneHub collaboration space where programs submit their materials which are accessed by the visiting team. Programs will submit visit materials in Tandem;
 - Accreditation visitor pool database.
- Change management, training, and data migration strategies to be executed Fall 2023.

2024 focus

- Operational policies and procedures
 - Conflicts of interest / Terminating programs / Focused visits
- Close gaps in the *Interpretive statement on curriculum content for options and dual discipline programs*
- Study trends in Graduate Attribute and Continual Improvement compliance identify where the CEAB should intervene on training and development (or if criteria should be revised)
- Monitor any changes at the regulator level. Currently, the impact of changes at PEO on criteria:
 - Introduction Practice Status categories
 - Discontinuation of the Engineering Intern Program
- Training module(s) for visiting team members (based on revised role descriptions)
- Contributions to *Futures of Engineering Accreditation*

7. National Groups

7.1 National Admissions Officials Group update

Amit Banerjee, NAOG Chair, presented:

Recent NAOG Work/Discussions

- NAOG last met in April 2023 to discuss items such as:
 - Challenges and new happenings at each regulator
 - › This included an overview of several admissions related changes that were recently put in place by PEO in response to new “FARPACTA” legislation.
 - New online technical exam pilot (developed by EGBC, APEGA and PEO) that is being used by several regulators across Canada.
 - Competency based assessment program updates and potential improvements to items such as training, enhanced validator verification, and more.
 - Recommendations related to increased harmonization of wording on mobility / new P. Eng application forms to discourage applicant “shopping around”.
 - National Membership Database (NMDB) updates and improvements made to newly implemented system.
 - Updates from the “Time Based Experience Group” and results from a survey conducted on current experience assessment regimes in Canada.

Future NAOG Work/Discussions

- NAOG will meet again next week (September 19-20th). Discussions will include:

- Challenges and new happenings at each regulator.
- Engineers Canada related updates on items such as the 2022-2024 Strategic Plan Priorities, CEAB and CEQB.
- Use of foreign credential assessment and authentication agencies (e.g., WES)
- Mutual Recognition Agreements and International Engineering Alliance (IEA) developments.
- Competency based assessment discussions and program improvements.
- “Time Based Experience Group” preliminary recommendations and findings related to current engineering experience assessment regimes.

7.2 National Discipline & Enforcement Officials Group update

Kris Dove, NDEOG Chair, presented:

Recent NDEOG Work/Discussions

- NDEOG last met in Montreal in June 2023 and virtually in August 2023 to discuss items such as:
 - Challenges and new happenings at each regulator.
 - Qualification Board updates on new and incoming guidelines on “Duty to Report”, “Fitness to Practice” and more.
 - Ways to improve the consistent sharing of Discipline/Consent Orders across the country for earlier identification of ‘problematic’ individuals & better protection of public.
 - National Membership Database (NMDB) updates and improvements made to newly implemented system that could benefit D+E (ie., red flag alerts).
 - Policies/procedures for items such as discipline decision appeals and for handling complaints against regulator staff.
- Over the summer, NDEOG members also provided their data for the “Annual D&E Survey Report” which showcases an overview of key D+E statistics across the country such as the number of open and closed complaints, investigations, appeals & discipline and enforcement cases from the previous year (2022).
- NDEOG’s next virtual meeting is scheduled for November 2023.

7.3 National Practice Officials Group update

Allan Ng, NPOG Chair, presented:

Recent NPOG Work/Discussions

- Since the last QB update, NPOG has met virtually in May and September 2023 to discuss items such as:
 - Challenges and new happenings at each regulator (including new or update guidelines and standards).
 - Qualification Board updates on new and incoming guidelines on “Duty to Report”, “Fitness to Practice”, “Code of Ethics” and more.
 - Regulator “Use of Seal” and “Authenticating Work Products” guidelines and standards for bilingual / translated documents (especially as it relates to incoming Draft Policy Notification-48R2 to federal “Official Languages Act” which would require federal tender and construction documents to be bilingual).
- Over the summer, NPOG members also provided their updated responses to the NPOG “CPD”, “Business Entity Regulation” and “Classes of Licensure” tables that compile information on each regulator’s current practices, offerings and requirements for their CPD programs, corporate registration permits and license offerings.
- NPOG’s next meeting is scheduled in person for November 2023 (in Québec City, QC).

7.4 Comments from regulators

- A regulator indicated that CEQB Guidelines are referred to regularly when putting together their provincial policies and procedures.

8. Engineers Canada Risk Register and Strategic Plan 2025-2029

Nancy Hill, Engineers Canada President and Gerard McDonald, Engineers Canada CEO, presented:

Nancy Hill and Gerard McDonald Presented on the 2025-2029 Strategic Plan Consultation with CEAB and CEQB.

- A CEQB Member questioned the difficulty finding general visitors for accreditation visits. The CEO shared that it started with BC opting out of participating in the general visitor program and Alberta following suit. Regulators have expressed they do not necessarily find value in the general visitor program and there will be a cost savings in discontinuing it. As staff member from EGAB clarified that their discontinued participation was not because of lack of value but due to lack of time from staff to attend.
- A CEQB Member requested and emphasis on the importance of volunteers be highlighted in “Realizing a stronger federation”
- A CEQB member questioned whether CEQB should be more involved in Engineers Canada projects particularly the Energy engineering project which has an environmental aspect and could fall under the CEQB.

9. Items added to the agenda

No new items were added

10. Future meetings

CEQB Teleconference call: January 2024 (Date to be determined by Doodle poll)

CEQB Spring meeting: April 6-7, 2024 (Ottawa)

CEQB Teleconference call: July 2024 (Date to be determined by Doodle poll)

CEQB Fall meeting: September 2024 (Moncton) (Date TBD)

11. Review of action items of 124th Qualifications Board meeting

	Action item	Assigned to
124.1	SHARE key links and documents mentioned in the meeting	Secretariat
124.2	SHARE CEQB comments on Duty to Report with Practice Committee as part of the consultation feedback.	Secretariat
124.3	SEND draft Guideline on Duty to Report for consultation	Secretariat

12. Conclusion

The meeting concluded.

13. Futures of Engineering Accreditation (SP 1.1) session closed to observers.

Recordings of meeting are deleted once meeting minutes are approved.

Prepared by: Alison Peverley, Coordinator, Qualifications on behalf of:



Frank Collins, FEC, P.Eng.
Chair, Canadian Engineering Qualifications
Board



Ryan Melsom, PhD
Secretary, Canadian Engineering
Qualifications Board