



MINUTES OF THE 198th ENGINEERS CANADA BOARD MEETING

October 4, 2019 8:30am-4:30pm ET – Ottawa Marriott and Convention Centre

The following directors were in attendance	
D. Lynch, President (Chair), APEGA J. Boudreau, President-Elect, APEGNB A. Bergeron, Past-President, PEO K. Baig, OIQ C. Bellini, PEO T. Brookes, NAPEG J. Card, PEGNL L. Champagne, OIQ D. Chui, PEO L. Doig, APEGA J. Dunn, Engineers PEI G. Faulkner, APEGA	D. Gelowitz, APEGS S. Gwozdz, OIQ J. Holm, Engineers & Geoscientists BC C. Lamothe, OIQ D. Nedohin-Macek, Engineers Geoscientists MB K. Reid, PEO C. Sadr, PEO J. Tink, APEGA R. Trimble, Engineers Yukon M. Wrinch, Engineers & Geoscientists BC C. Zinck, Engineers Nova Scotia
The following advisor was in attendance	
J. Landrigan, Chair, CEO Group	
The following direct reports to the Board were in attendance	
G. McDonald, CEO L. Benedicenti, Chair, CEAB	D. Peters, Past-Chair CEQB, representing R. LeBlanc, Chair, CEQB S. Price, Executive VP Regulatory Affairs & Board Secretary
The following observers were in attendance	
J. Bradshaw, CEO & Registrar, PEGNL G. Connolly, President, Engineers PEI K. Costello, President, NAPEG C. Cumming, Vice President, Engineers NS S. Dupuis, President, APEGNB G. Eynon, President, APEGA T. Fonstad, President, APEGS L. Golding, Executive Director & Registrar, NAPEG D. Goosney, Chair, PEGNL N. Hill, President, PEO K. Hogan, Vice-President, Engineers Yukon	K. King, Executive Director, Engineers Yukon G. Koropatnik, CEO & Registrar, Engineers Geoscientists MB J. Nagendran, Registrar & CEO, APEGA J. Nicell, Chair, NCDEAS (teleconference line) J. Paliwal, Vice President, Engineers Geoscientists MB K. Tarnai-Lokhorst, President, Engineers & Geoscientists BC A. Veinotte, President, Engineers NS W. Weeks, Incoming President, Engineers PEI L. White, CEO & Registrar, Engineers Nova Scotia J. Zuccon, Registrar, PEO

The following staff were in attendance

K. Bouffard, Manager, Outreach M. Falle, Manager, Regulatory Outreach I. Flamand, Coordinator, Qualifications S. Francoeur, Director, Human Resources B. Gibson, Manager, Communications J. Langlois, Manager, Operational Infrastructure D. Lapp, Manager, Globalization & Sustainable Development C. Mash, Governance Administrator J. Monterrosa, Controller M. Ouellette, Manager, Qualifications	C. Polyzou, Manager, Diversity, Equity & Inclusion L. Scott, Manager, Member Services J. Southwood, VP, Corporate Affairs & Strategic Partnerships E. Spence, Legal Counsel J. Taylor, Manager, Public Affairs L. Tremblay, Meeting & Event Planner M. Warken, Acting Manager, Accreditation B. Strawczynski, Manager, Regulatory Research & International Mobility
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1. Opening

1.1 Call to order and approval of agenda

D. Lynch called the meeting to order at 8:32am (ET) and welcomed the participants. All meeting attendees were invited to introduce themselves.

J. Card requested that item 3.3 be removed from the consent agenda for further discussion. D. Lynch requested to move item 4.13, generative discussion, to follow item 5.6.

Motion 5772

Moved by J. Holm, seconded S. Gwozdz

THAT the agenda be approved and the president be authorized to modify the order of discussion.

Carried

D. Lynch shared a safety moment with the Board, noting that falls are the number one reason for emergency room visits in Canada and encouraged proper ladder safety when performing home maintenance this season.

D. Lynch also presented the inaugural diversity moment, which will be included in Board meetings moving forward. The first moment was borrowed from Engineers Yukon where the practice has just been established and brought focus to how all individuals process information differently, and feedback and contributions to group discussions are therefore different. Every meeting participant contributes to meetings in their own unique ways.

D. Lynch reminded meeting participants of the meeting rules where each meeting participant is asked to:

- Raise their hand to be added to the list of speakers as maintained by the president-elect.
- Speak for only two minutes (time projected on the screen).
- Speak a second time only if everyone else has had a chance to speak. Efficiency is key.
- Not restate or reiterate the same point. New information is suggested if and when you speak again. A safe environment is encouraged.

1.2 Declaration of conflict of interest

D. Lynch declared a possible perceived conflict for item 3.3 at which time he will transfer chair duties. No other conflicts were declared.

2. Executive reports

2.1 President's report to the Board

A detailed report was pre-circulated. International activities included will be further considered during generative discussion. No questions were raised.

2.2 Interim performance report to the Board

The report was pre-circulated with results up to June 30 (Q2). G. McDonald reported that apart from the accountability in accreditation strategic priority, all items included in the report are on track. Accountability in accreditation has been marked in yellow due to delays experienced in hiring a consultant, which is now complete.

A question was raised around the Affinity priorities that are marked green, even though APEGA has since left the program. G. McDonald explained that the report was drafted prior to APEGA leaving, which took place in August (Q3) and that all the objectives under this priority had been met for Q2. The next reporting cycle will include Q3 and APEGA's departure from the program.

It was noted that the French translation was missing the indicators in the Q2 column.

ACTION: Staff to circulate the amended version of the translated "Interim performance report".

2.3 CEO Group report to the Board

J. Landrigan shared an update from the CEO Group following their October 3 meeting. Representation was present from all regulators with the exception of OIQ. Points of discussion included the Competency Based Assessment project (CBA) and the International Institutions and Degrees Awarded Database (IIDDD).

It was noted that the CEO Group recommends that incremental funding required for the addition of Canadian competencies to the CBA Project be supported, in principle. Incremental costs will be calculated following the October 31 deadline for participation. The Board will be advised when the final budget is presented in December if the project will require more funding over the original \$1M previously approved by the Board.

The CEO Group concurs with the officials group's review findings of the IIDDD and agreed that it is a valuable tool and that there is merit in updating the system.

Pending his retirement, L. White was commended for his invaluable contributions over his 20 years of Engineers Canada involvement.

2.4 Presidents Group report to the Board

S. Dupuis provided the report on behalf of the Presidents Group following their October 3 meeting. All regulators were represented aside from OIQ.

The Presidents Group requested that Engineers Canada include development of mission, vision, and value statements during the foresight exercise in the strategic planning process currently underway. It was also suggested that Engineers Canada consider having the CEAB and CEQB report directly to the CEO, instead of the Board.

The group suggested that for Meetings of Members, the By-law should be reviewed to state that an abstention vote counts as a vote cast and thus is part of the denominator for determining the percentage of votes cast in favor of a motion. This change is suggested to avoid many abstention votes which would

allow a motion to pass with a limited number of votes cast. Additionally, with regards to By-law section 3.7, the group recommends naming a designate from the hosting regulator to chair the meeting, which would allow for a fulsome report from the Engineers Canada president to the Members, and each Member retaining their vote. This would also remove any perceived conflict of interest of the chairperson being the president of the Board which also reports to the Members.

The group discussed concerns regarding the agreements with IPEA and APEC which have been extended for two years instead of six. It was suggested that standardizing the professional development requirements across Canada would assist members registered in more than one province.

A question was raised around professional development reporting and what recommendations the Presidents Group would make to implement the standardization. S. Dupuis suggested that the Engineers Canada website could host a reporting portal which would assist in portability when moving between provinces.

D. Lynch explained that the IEA requires a response before the end of the year on their report recommendations for IPEA/APEC. Engineers Canada will also need to decide if standing with IPEA and APEC will be maintained. This work is in progress. The IEA was clear that Engineers Canada (the signatory) was expected to have compulsory CPD and that assessments of individuals on the registry must include competencies. A sub-strategy for this issue is scheduled for presentation and Board approval by September 2020. Consultation with the regulators is taking place and the Board will need to further consider Engineers Canada's needs on this issue during the generative discussion.

Noting that they have limited information on this topic at this stage, the Presidents Group discussed the motion for board size and the group did not reach a consensus for support on reducing the board to 12 versus 16 members. It was agreed that with the revised workload, committee membership numbers could be reduced.

The group's terms of reference have been finalized and will be available in the coming weeks.

The next Presidents Group meeting will be chaired by George Eynon with David Goosney from PEGNL supporting as vice-chair.

2.5 CEO report regarding affinity programs and finances

G. McDonald presented the current status of the affinity program participation and financial implications as a follow up from the emergency Board meeting on September 6. Reporting from TD will be provided monthly to assess the risk and monitor the shifts in policy holders in Alberta. The retention rate through 2020 will assist in making more accurate projections. The Finance, Audit, and Risk Committee (FAR) will be engaged in this work.

It was noted that most participating regulators have signed the new agreements that include the updated split of the sponsorship revenue arising from total written premium value.

It was clarified that Engineers Canada will not be managing the additional marketing program in Alberta. The new expense, determined based on the TD contract, will flow back to TD, with Engineers Canada having a say in how the promotions are implemented. Discussions continue with TD on the best ways to tie the promotions to Engineers Canada objectives, and plans will be established each year once the amount to be spent has been finalized. D. Lynch noted there has been an increase of TD marketing in

Alberta outside of the Engineers Canada program. Engineers Canada has been working with TD to ensure understanding of the sensitivity of optics in competing with APEGA.

APEGA's main concern with the TDI program was with the value for their members. Cost sharing was not the issue. The focus was on the rate for policy holders and providing members with a choice. TDI did provide a submission to APEGA; however, the 12-year contract with Engineers Canada made negotiations difficult.

It was noted that there is now perceived competition with APEGA for this program and that a conflict of interest for the APEGA representatives may be present, should detailed policy or strategy be presented at a future meeting. It was also argued that as long as APEGA has members involved in the TD program, APEGA should be present for these discussions.

Affinity programs reflect 70% of Engineers Canada revenue and the Board will continue to be engaged in discussions regarding these programs and any plans for new sources of revenue.

ACTION: Staff to circulate the CEO update on affinity programs presentation.

3. Consent agenda

3.1 Approval of minutes

- a) THAT the minutes of the May 24, 2019 Board meeting be approved as presented.
- b) THAT the minutes of the June 27, 2019 Board meeting be approved as presented.

3.2 Qualifications Board documents

- a) THAT the "White paper on environmental engineering" be approved for publication on the Engineers Canada public website.
- b) THAT the "Regulator guideline on the use of syllabi" be approved for publication on the Engineers Canada members-only website.

3.4 National position statements

- a) THAT the national position statement "Artificial intelligence engineering technology in autonomous and connected vehicles" be approved.
- b) THAT the national position statement "Indigenous peoples' access to post-secondary engineering education" be approved.

Motion 5773

Moved J. Card, seconded K. Reid

THAT the consent agenda items 3.1, 3.2, and 3.4, be approved.

Carried

3.3 Accreditation Board criteria

Due to a possible perceived conflict, D. Lynch requested that Past-President A. Bergeron take over as chair for this agenda item, and A. Bergeron assumed the role. D. Lynch explained that his possible perceived conflict arises from the fact that he wrote the interpretive statement in 2007 in his capacity as past-president for the CEAB. It was written at the request of the deans, as the previous criteria was considered vague and uncertain and led to inconsistencies. Although these precise statements would normally be better suited as criteria, due to the time involved for criteria approval and the deans' desire to have it implemented in time for their next round of visits, the statements were put forward as prescriptive interpretive statements. Twelve years later, there is a belief that the prescriptive statements should now be moved to criteria.

J. Nicell, Chair of the National Council of Deans of Engineering and Applied Science (NCDEAS), noted that this is an important principle for the deans as it raises the issue of what is appropriate as an interpretive statement versus a criterion. It also raises questions about appropriate consultation and how interpretive statements are approved. There is also concern amongst the deans that discussions from 12 years ago may no longer hold relevancy on this topic today.

It was noted that this is purely an administrative shift of information. There is no change in how accreditation visits will be conducted or how accreditation decisions will be made.

Motion 5774

Moved M. Wrinch, seconded J. Card

THAT the following criteria be added:

3.4.4.1 A minimum of 600 accreditation units (AU) of a combination of engineering science and engineering design curriculum content in an engineering program shall be delivered by faculty members holding, or progressing toward, professional engineering licensure as specified in the Interpretive statement on licensure expectations and requirements.

3.4.4.4 A minimum of 225 AU of engineering design curriculum content in an engineering program shall be delivered by faculty members holding professional engineering licensure as specified in the Interpretive statement on licensure expectations and requirements.

Carried (D. Lynch abstained from the vote)

D. Lynch resumed role of meeting chair following the conclusion of this discussion.

4. Board business/Required decisions

4.1 Review of action items from previous Board meetings

D. Lynch presented the matrix of action items arising from previous Board meetings.

It was noted that there is contradictory information on the growth or reduction of total number of engineers in Canada, with mention made to a declining membership on the list of action items. PEO is reviewing their demographics and it was apparent from the number of members currently in the middle or late stage of their career that there will be significant numbers retiring in the next few years, and there is concern that there may not be enough graduates to fill the gap. G. McDonald clarified that the Engineers Canada projections come from each regulator and are currently showing increases in membership.

4.2 2020 Draft budget

L. Doig presented the pre-circulated draft budget.

G. McDonald noted that the operational budget is balanced and the recent APEGA TD departure is considered; however, the 10/90 split in affinity sponsorship revenue is not. Reserves have improved since 2018 and there is a potential for an additional \$2M should PEO not participate in the TD home and auto affinity program. PEO decides on their participation annually.

It was noted that reserves are used for special projects and that Engineers Canada does have a policy in place for restricted reserves but does not have one for un-restricted reserves. Work is underway by FAR (with support from our auditors, KPMG) to establish one.

In response to questions from directors, the following clarifications were provided:

- the 2% cost of living increase is based on Ottawa cost of living
- the 3% bonus pool is Engineers Canada's standard for staff incentive increases
- Engineers Canada's online equity, diversity, and inclusion training will be shared with all regulators
- travel for the IEA meeting was scaled back in 2019 to ensure the budget remained balanced, but has been increased in 2020 to allow for the participation of two staff and two volunteers
- secretariat costs have increased due to the location of meetings and quotes received from hosting venues, in addition to the strategic plan work.
- no grants or funding from the federal government are foreseen. There are no current government programs that align with Engineers Canada's priorities. Engineers Canada monitors the federal government budget and funding programs to ensure grant opportunities are identified.

FAR was commended on the format of the 3-year budget. It was suggested that a status of reserves be added and that two columns be added to represent the 2019 forecast and budget.

4.3 2020 Draft CEAB work plan

L. Benedicenti presented the CEAB work plan for information, which will be brought to the Board in December for approval.

A question was raised around the process applied to a focused program visit at one of the higher education institutions (HEIs). It was clarified that there are separate visits for separate programs which are on different accreditation timelines.

Another question was raised around the workload and the CEAB having the resources required to meet the needs of upcoming visits. L. Benedicenti noted that visit teams for the next visit cycle are being assigned now and that adequate resources appear to be in place.

4.4 2020 Draft CEQB priorities

D. Peters provided an overview of the proposed 2020 priorities. No questions were raised.

4.5 Finance, Audit, and Risk Committee work plan

L. Doig presented on behalf of FAR, noting that the work plan is aggressive, but manageable. It was noted that FAR will be reviewing all applicable policies and identifying any gaps, ensuring new policies are considered.

Motion 5775

Moved L. Doig, seconded J. Card

THAT the Engineers Canada Board approve the 2019-2020 Finance, Audit, and Risk Committee work plan.

Carried

4.6 Governance Committee work plan

J. Holm presented the work plan and reported that progress is well under way. The Governance work plan includes a governance effectiveness survey and the following comments and questions arose:

- The governance effectiveness survey is an opportunity for feedback regarding topics like AB/QB.
- PEO may want to involve council in the survey

- The strategic plan is managed by a task force (and not by the Governance committee) based on the GSPC process approved by the Board. The task force provides better continuity of membership.
- The span of the strategic plan should be reviewed and possibly adjusted from 3 years to 5 years.
- Self-evaluation and performance monitoring of the Board as a whole and of directors is the responsibility of the Human Resources (HR) Committee.

Motion 5776

Moved J. Holm, seconded C. Sadr

THAT the Engineers Canada Board approve the 2019-2020 Governance Committee work plan.

Carried

4.7 Human Resources (HR) Committee work plan

In order to present the HR Committee work plan, D. Lynch transferred chair duties to A. Bergeron who accepted. D. Lynch presented the work plan, noting that adjustments will be made to the deadlines so that they align with the May meeting requirements.

Motion 5777

Moved D. Lynch, seconded D. Gelowitz

THAT the Engineers Canada Board approve the 2019-2020 Human Resources Committee work plan as amended.

Carried

D. Lynch resumed the role of meeting chair.

4.8 Strategic Priority 3: Recruitment, retention, and professional development of women in the engineering profession

G. McDonald presented the sub-strategy, that was produced following extensive consultation since the beginning of 2019, including face-to-face meetings with regulators, Board members and representatives from HEIs. The CEO group was also consulted on this work.

The original motion was submitted as follows:

Moved S. Gwozdz, seconded C. Sadr

THAT the Engineers Canada Board:

- a) **Approve the proposed sub-strategy for Strategic priority 3**
- b) **Request the CEAB to consider including questions regarding women in engineering in the questionnaire**
- c) **Request that the CEQB produce a guideline for engineers and engineering firms on the topic of diversity and inclusion**

A request was made to separate the motion into three parts. Items b and c were noted to require more specific action, and clarification was requested as to whether the work falls within the work of the CEAB and the CEQB and if resources will allow for proper implementation.

A friendly amendment was proposed to motion statement b, to read: "THAT the Engineers Canada Board direct the CEAB to develop appropriate ways within the accreditation process to incorporate the goals of the 30 by 30 initiative." This change would allow the CEAB to further investigate ways to support the goals, outside of just the questionnaire. The mover and seconder agreed to this amendment.

It was noted that motion statement c does fit with the CEQB mandate, and that adjustments will be required to the 2020 work plan and budget.

The CEAB reported that the revised part b provides flexibility to allow for time to consult with key stakeholders on how best to implement. While HEIs value diversity and inclusion, there could be unintended consequences for them if criteria changes are used.

The importance of building inclusion into both accreditation and qualifications was stated, noting that engineering design does not always reflect the needs of women, which directly impacts public safety.

It was also noted that the equity, diversity, and inclusion training should complement work that regulators have already done.

To achieve 50% women on the Engineers Canada board, regulators will be encouraged to nominate women. It was noted that this cannot be controlled beyond requesting the preference.

Caution was expressed from J. Landrigan, the CEO Group chair, that this strategy focuses on inputs rather than outputs and that the goals to be achieved are not clearly outlined. It was suggested that the work to increase the number of HEIs participating in the 30 by 30 champion network could be reflected as a goal.

Motion 5778

Moved S. Gwozdz, seconded C. Sadr

THAT the Engineers Canada Board approve the proposed sub-strategy for Strategic Priority 3.

Carried

A motion to amend the original point b was brought forward to add "including the considerations of questions regarding women in engineering in the questionnaire":

Motion 5779

Moved K. Reid, seconded S. Gwozdz

THAT the Engineers Canada Board accept the addition of "including the consideration of questions regarding women in engineering in the questionnaire" to read:

THAT the Engineers Canada Board direct the CEAB to develop appropriate ways within the accreditation process to incorporate the goals of the 30 by 30 initiative (including the consideration of questions regarding women in engineering in the questionnaire).

Failed

Motion 5780

Moved S. Gwozdz, seconded C. Sadr

THAT the Engineers Canada Board direct the CEAB to develop appropriate ways within the accreditation process to incorporate the goals of the 30 by 30 initiative.

Carried

Motion 5781

Moved S. Gwozdz, seconded C. Sadr

THAT the Engineers Canada Board request that the CEQB produce a guideline for engineers and engineering firms on the topic of diversity and inclusion.

Carried

4.9 Operational imperative 5: Advocating to the federal government

G. McDonald presented and provided background on the development of the sub-strategy. It was noted that plans are in place for a Hill Day following the election and the national position statement will be used for this activity.

It was requested to focus advocacy reporting around the specific outcomes for Engineers Canada, noting that this can be difficult as Engineers Canada does not have any control over the federal government's work flow. It was noted that advocacy efforts with the federal government are of benefit to all regulators since they are not always in a position to operate in this area.

Although this strategy does not implicitly consider competitors with regards to advocacy efforts, Engineers Canada is aware of potential competitors and continues to monitor the situation.

Motion 5782

Moved J. Dunn, seconded L. Doig

THAT the Engineers Canada Board approve the proposed sub-strategy for Operational Imperative 5. Carried

4.10 Financial matters under consideration by the FAR Committee

L. Doig presented this report, requesting to postpone activities related to the motions stemming from the work of the Funding Task Force. This motion is intended to provide FAR with the time to perform a risk and sensitivity analysis on the full impact of the APEGA decision.

It was clarified that motion 5755 was deferred at the last meeting, and that it is being proposed for deferral again following the new information.

Motion 5783

Moved L. Doig, seconded D. Chui

THAT the Engineers Canada Board postpone, until February 2020, any further activities related to motions 5753, 5754, and 5755 so that the effects of the Association of Professional Engineers and Geoscientists of Alberta's (APEGA) withdrawal from the Home and Auto Insurance Affinity Program on Engineers Canada financial situation can be analyzed. Carried

4.11 Terms of reference for the 2022-2024 Strategic Plan Task Force

In order to present the terms of reference, D. Lynch transferred chair duties to A. Bergeron who accepted.

Motion 5784

Moved D. Lynch, seconded D. Gelowitz

THAT the Engineers Canada Board approve the Terms of Reference for the 2022-2024 Strategic Plan Task Force and appoint Task Force members. Carried

D. Lynch resumed the role of meeting chair.

4.12 Reduction in Board size

C. Zinck introduced the motion to re-address board size, clarifying that the intent of this motion is to respond to the explicit direction from the Members. J. Holm confirmed that the Governance Committee currently has capacity to develop a plan should the motion pass.

A motion was made to amend this motion to defer the consideration of a plan to May 2022 and the Board discussed the implications of this amendment. Since the reduction was initially proposed, it was noted that many improvements have been made, with more transparency and better alignment with needs of the regulators and that the reduction may no longer be necessary. It was proposed that postponing this motion would allow time for the impact of those significant adjustments to be assessed.

Some members of the Presidents Group discussed frustration around the lack of action in addressing the question of Board size.

Caution was raised around the perception that the resulting motion for the Members might not pass if brought to a Meeting of Members, and that efforts spent on rationalizing the reduction may be wasted. Further, some directors remain concerned that the Members have already received a response and that Engineers Canada should not put additional efforts into this work.

Concern was raised that the Members did not discuss this issue properly when the motion was first raised, and that a deferral could be viewed as burying the issue.

A recorded vote was requested for a motion to amend the original motion to have the plan presented in May 2022 instead of May 2020.

Motion 5785

Moved D. Chui, seconded M. Wrinch

THAT the Engineers Canada Board amend the original motion to:

THAT the Engineers Canada Board task the Governance Committee to develop a plan for a reduction in Board size pursuant to the Meeting of Members motions 5665 and 5666, to be presented for decision at the May 2022 Board meeting.

In favour: J. Boudreau., A. Bergeron, S. Gwozdz, L. Champagne, K. Baig, C. Lamothe, C. Bellini, K. Reid, C. Sadr, D. Chui (10)

Opposed: D. Nedohin-Macek, C. Zinck, D. Gelowitz, J. Card, G. Faulkner, L. Doig, J. Tink, J. Dunn, M. Wrinch, J. Holm, T. Brookes, R. Trimble (12)

Failed

An additional amendment was requested to adjust the wording from "a plan for reduction in Board size", to "a plan for evaluating the feasibility of a reduction in Board size" to ensure focus on developing a process and to better understand the effect of a reduction.

Motion 5786

Moved C. Sadr, seconded D. Chui

THAT the Engineers Canada Board amend the original motion to:

THAT the Engineers Canada Board task the Governance Committee to develop a plan for evaluating the feasibility of a reduction in Board size pursuant to the Meeting of Members motions 5665 and 5666, to be presented for decision at the May 2020 Board meeting.

Failed

A recorded vote was requested for the original motion.

Motion 5787

Moved C. Zinck, seconded M. Wrinch

THAT the Engineers Canada Board task the Governance Committee to develop a plan for a reduction in Board size pursuant to the Meeting of Members motions 5665 and 5666, to be presented for decision at the May 2020 Board meeting.

In favour: D. Nedohin-Macek, C. Zinck, D. Gelowitz, J. Card, G. Faulkner, L. Doig, J. Tink, J. Dunn, M. Wrinch, J. Holm, T. Brookes, R. Trimble (12)

Opposed: J. Boudreau., A. Bergeron, S. Gwozdz, L. Champagne, K. Baig, C. Lamothe, C. Bellini, K. Reid, C. Sadr, D. Chui (10)

Carried

5. Reports to the Board

5.1 Accreditation Board update

L. Benedicenti presented the update and commended the volunteers for their involvement in the program visits. No questions were raised.

5.2 Qualifications Board update

D. Peters presented the update and responded to questions. Board members were encouraged to review the entrepreneur website content and provide feedback.

D. Lynch noted that the term “white paper” may require reviewing with a diversity and inclusion lens. The current title may cause resistance in accessing these valuable resources.

5.3 30 by 30 Champions Network update

S. Gwozdz presented the update on behalf of the network. It was noted that 350 women are mobilized in Quebec to educate women about the opportunities available through the career of engineering.

A. Bergeron reported that PEO has just recently signed the gender diversity leadership accord.

S. Gwozdz was commended for her participation on the Panel Discussion, reflecting on 30 years since the Montreal Massacre.

5.4 Risk Register

L. Doig presented the current risk register and requested Board feedback for suggested metrics that would justify movement of risks to lower categories.

With regards to risk #26, it was noted that no HEIs have withdrawn from accreditation. An HEI had previously indicated a possible withdrawal from accreditation; however, it was mitigated once stakeholder engagement took place. HEIs experience significant competitive pressure and withdrawing from the accreditation program could provide unique positioning and be used as a “power play” with potentially positive or negative implications in competition for students.

For risk #28, participation amongst Board members and observers has increased, and this was identified as a metric to consider. The deans’ report was also identified as a metric that could be used for measuring the status of risk #26 and #28.

Another comment was noted regarding the holism of the federation, where it was felt that the holism is not a high risk right now but rather the funding from affinity program was the risk. Separating these issues to assess different risk levels could be beneficial. L. Doig clarified that funding issues are addressed in organization risks.

It was suggested that items marked in red should have a process involved to ensure documentation of the monitoring, which could also contribute to measurement metrics.

FAR intends to add a column to the risk register to indicate the owner of each risk. Each committee will be encouraged to discuss their risks at each meeting and to provide updates to FAR.

For organizational risks, increase in risk #19, "financial" was noted due to APEGA's departure from the affinity program. G. McDonald reported that risk # 10, "staff retention", has increased due to recent high turnover. This is directly related to the flat hierarchy of the organization with those departing doing so in order to secure higher-level positions. These vacancies have been mostly filled and plans exist to fill the rest. The PIEVC divestment risk has been reduced since negotiations have begun with a bidder to take over the program.

Questions were raised around infrastructure and technology and the sophistication required to roll out the new priorities. One risk noted is corporate files being emailed to volunteers and the issue that confidential files could be improperly handled.

G. McDonald reported that the organization is working on developing a business resumption plan to address natural disasters that may occur and how they will be addressed.

5.5 Operational Committee review

G. McDonald presented the operational committee review which was done at the request of the 2018-2019 Executive Committee.

A question was raised around Board members being assigned to operational committees, which report directly to the CEO; the concern is that the CEO could appoint his or her bosses to these committees. The Governance Committee, as part of its work plan, will review this report and make recommendations for related policy and governance improvements.

It was noted that the Affinity Advisory Committee's membership consists of members from regulators who are participating in the programs.

With the dissolving of the Globalization Committee, it was noted that the surveying of global engineering firms is not yet complete. At this stage, this work will fall into the international sub-strategy and there is no decision yet if there will be an operational committee to support this strategy.

Some volunteers will be released following this report, and G. McDonald will be having conversations with affected individuals following the Board's review of the report.

It was noted that there are other under-represented groups in engineering aside from Indigenous people and women; however, the Board has made a decision to focus on these two under-represented groups at this stage, which could be reconsidered in the future.

5.6 Operational imperative 9 (OP9): diversity and inclusion

G. McDonald presented the report. Board members were encouraged to reach out to G. McDonald with any comments following the meeting. The sub-strategy will be presented for approval in December.

It was noted that goals and metrics are difficult to measure in diversity and inclusion, although Engineers Canada is looking to enrollment numbers to gain better insight into the impact that this strategy will have.

It was also highlighted that the awareness and training happening in 2021 is far away, although it may be moved up depending on the workload of the Board. This training will be ongoing with oversight from the HR Committee to ensure it is included in onboarding and director development.

ACTION: Board members to forward feedback on this strategy via email to G. McDonald.

4.13 Generative discussion

It was agreed to table this item to the December meeting agenda to ensure adequate time for discussion.

6. Other business

The importance of regulator updates at meetings was noted and it was suggested that a roundtable update be instituted, much like the ones done at the CEO Group and the Presidents' Group.

Scheduling of the next Board meeting will look to complement travel schedules and so no additional travel costs or time are necessary.

Feedback was provided on the September meeting held by webinar. Some members reported loss of audio and difficulty in navigating the software. There was a concern that those who wanted to contribute were not able to do so. Engineers Canada staff will review and make recommendations as needed to ensure the solution works for everyone involved moving forward.

A request was made for monthly updates, aside from the current weekly updates received from the Engineers Canada CEO, that can be shared with the regulators. The report would update everyone on the value generated from Engineers Canada, including CEAB and CEQB activities. Board Directors who already provide monthly Engineers Canada updates offered to share their templates for this purpose.

For regulators that do not currently have mandatory CPD or are not participating in competency-based assessment, D. Lynch offered to speak to councils about the benefits and the international impacts of not mandating these pieces.

ACTION: G. McDonald to provide monthly updates to Board members to share with the regulators, working with D. Lynch and A. Bergeron to establish a common template.

ACTION: Staff to review the webinar solution concerns and make recommendations or implement support as required.

7. Next meetings

The next meetings of the Engineers Canada Board are scheduled as follows, noting that the December meeting will include committee meetings to be held on December 8:

- December 9, 2019 (Ottawa, ON)
- February 24 – 26, 2020 (Ottawa, ON)
- April 2020 (teleconference)
- May 21 – 23, 2020 (Winnipeg, MB)
- June 15-16, 2020 (Fredericton, NB)

Board members were encouraged to complete the online meeting survey, noting that the feedback will be considered for future planning.

8. In-camera sessions

Motion 5789

Moved K. Reid, seconded J. Card

THAT the meeting move in-camera and be closed to the public at the recommendation of the Board. The attendees at the in-camera session shall include Board directors, the Engineers Canada CEO, the chairs of the CEAB and CEQB, the CEO Group Advisor to the Board, and the Secretary.

Carried

Motion 5790

Moved J. Dunn, seconded L. Champagne

THAT the meeting move in-camera and be closed to the public at the recommendation of the Board. The attendees at the in-camera session shall include Board directors and the Engineers Canada CEO.

Carried

Motion 5791

Moved C. Bellini, seconded D. Gelowitz

THAT the meeting move in-camera and be closed to the public at the recommendation of the Board. The attendees at the in-camera session shall include Board directors.

Carried

9. Closing

Motion 5792

Moved A. Bergeron, seconded J. Card

THAT the meeting be terminated.

Carried

Minutes prepared by C. Mash for:

David T. Lynch, PhD, P.Eng., FEC, President

Stephanie Price, P.Eng., CAE, Secretary to the Board