

DRAFT AGENDA

Engineering Regulators' Presidents' Group Meeting

The Château Laurier, Ottawa, ON

Burgundy Room

(Mezzanine Level)

Wednesday, February 28, 2018

8:30am – 12:00pm

AGENDA

- 1. CALL TO ORDER AND INTRODUCTIONS**
- 2. APPROVAL OF AGENDA**
- 3. REVIEW OF DRAFT MINUTES FROM September 26, 2017 MEETING (attachment)**
- 4. BUSINESS**
 - 4.1 Engineers Canada Board Size
 - 4.2 Role of the Presidents Group
 - 4.3 Affinity Relationships Update
 - 4.4 Strategic Planning Consultations Update from Engineers Canada
 - 4.5 30 by 30 Roles and Responsibilities (Attachment)
- 5. RECOGNITION**
 - 5.1. Outgoing Presidents
- 6. NEXT MEETING DATE (May 24, 2018 at 1:00 in Saskatoon, SK)**
- 7. IN CAMERA SESSION**
- 8. ADJOURNMENT**

UNAPPROVED MINUTES OF THE
PRESIDENTS GROUP MEETING
Chateau Laurier, Ottawa, ON
Tuesday, September 26, 2017
9:00 – 12:00

The following Presidents were in attendance:		
K. MacLeod, Chair (Engineers NS)	R. Kinghorn (President, Engineers Canada)	C. Roney (Past President Engineers Canada)
K. Baig (OIQ)	E. Barber (APEGS)	G. Dunphy (PEGNL)
S. Jha (NAPEG)	J. Tink (APEGA)	J. Lindsay (Engineers PEI)
J. Underhill (Vice-President, APEGNB)	C. Dixon (APEY, for Josée Perron)	R. Stewart (Engineers, Geoscientists BC)
M. Hayes (APEGNB)	B. Dony (PEO)	L. Melvin (Engineers Geoscientists Manitoba)
D. Brown - absent		
The following staff were in attendance:		
W. Guy	D. Smith	
1.	<p>CALL TO ORDER AND INTRODUCTIONS The Chair called the meeting of the Presidents Group to order at 9:15. The Chair noted that the meeting was being recorded and welcomed Presidents.</p>	
2.	<p>APPROVAL OF AGENDA On a motion by B. Stewart, seconded by S. Jha, it was resolved <i>THAT the agenda be approved.</i> <i>Carried</i></p>	
3.	<p>REVIEW OF DRAFT MINUTES FROM MAY 25, 2017 MEETING On a motion by G. Dunphy, seconded by J. Lindsay, it was resolved <i>THAT the minutes dated item 4.6 carryover from previous minutes to be removed</i> <i>Carried</i></p>	
4.	<p>BUSINESS 4.1. ENGINEERS CANADA ITEMS 4.1.1. Affinity Memo</p> <p>R. Kinghorn referenced the Affinity Memo that was distributed by W. Guy on September 6, 2017. He provided further background information on confidentiality, and the risk to the program by</p>	

breaching this confidentiality.

4.1.2. Governance, Strategic Planning and Consultation (GSPC) project update

R. Kinghorn provided an update on the Governance, Strategic Planning and Consultation (GSPC) project, particularly focusing on the consultation work package. Additional information will be provided to the associations prior to their consultation.

The Presidents passed a motion in September, directing Engineers Canada to develop a plan to reduce Board size. This plan will be considered by the Members.

A discussion occurred and it was determined that efficiency of Engineers Canada was the reason behind the motion, as opposed to solving a specific or immediate problem.

4.3 PRESIDENTS GROUP STRUCTURE AND GOAL SETTING

K. MacLeod opened up the discussion on how this group would like to be effective going forward.

The group discussed on how to be a more effective group and concluded that more support from staff at Engineers Canada in providing a welcome package, orientation materials and updated Terms of Reference, could help keep continuity with the high turnover of the group. Terms of Reference to be reviewed at each meeting.

The Chair of the Presidents Group will work to collect a list of challenges facing each Regulator. These will be prioritized to be discussed at each meeting.

A conference call will be held 4 weeks in advance of the meeting to determine the agenda and current issues to be discussed.

It was determined that depending on the structure of the Regulator a Vice President, President Elect or Past President should be attending the meetings in addition to the current President to ensure continuity.

4.2 IN-CAMERA SESSION

It was unanimously agreed that an in camera session did not need to be held.

4.5 REVIEW OF OUTSTANDING ACTION ITEMS

Item 2017-05-25-21 was closed. The remaining items in the Action Log will be addressed by November 1, 2017.

4.6 OTHER BUSINESS

R. Stewart brought up the current tax changes and asked about Engineers Canada's work and position on them. C. Roney stated Engineers Canada's position and indicated that the Engineers Canada package would be circulated to the group.

	<p>RECOGNITION It was recognized that Bob Stewart, Jason Lindsay, Lindsay Melvin, and Matt Hayes would be ending their terms as President and may not be joining the group in the future.</p>
5	<p>NEXT MEETING DATE Tuesday, February 27, 2018 at 9:00a.m. in Ottawa, ON at the Fairmont Château Laurier. A teleconference 4 weeks in advance of the meeting will be held to determine the agenda.</p>
6	<p>CLOSING The meeting concluded at 11:20a.m.</p>

Minutes prepared by W. Guy for K. MacLeod, Chair

Briefing Note

To: Katherine MacLeod P.Eng., Chair of the President's Group
From: Julia Chehaiber, MEBT, Engineers Canada Practice Lead, Community Engagement
Cc: Jeanette M. Southwood, FCAE, FEC, LL.D. (h.c.), P.Eng., IntPE, Engineers Canada Vice President, Strategy and Partnerships
Colin Brown, CPC, ELI-MP, PMP, Engineers Canada Vice President, Operations
Subject: 30 by 30 Program role comparison
Date: February 5, 2018

BACKGROUND:

This briefing note was created at the request of Katherine MacLeod, P.Eng., Chair of the President's Group.

The Practice Lead, Community Engagement, is a member of the Strategy & Partnerships team and the staff support for 30 by 30.

30 by 30 is the national goal of raising the percentage of newly licensed engineers who are women to 30 percent by the year 2030; currently this figure is at 17.0 per cent, and has held steady at this rate over the last three years. In December 2014, Engineers Canada encouraged regulators to endorse this goal, followed by the suggestion of appointing 30 by 30 Champions to drive the effort in each jurisdiction. This process was completed by the end of 2016, commencing the work of the Champions group. To date, the group has created a knowledge base of women in engineering programs across the country, has convened three times via teleconference and once in person, and has established a shared resource drive. The CEO Group was briefed on the status of the 30 by 30 work during their September 2017 meeting.

CURRENT STATUS:

Engineers Canada's role is to facilitate the collaboration of the 30 by 30 Champions group and provide national visibility for the goal. This includes, but is not limited to, providing a staff support, organizing meetings, maintaining records, and providing a knowledge exchange mechanism for Champions (and any associated regulator staff). Engineers Canada will provide individualized support as required, for example, accommodating requests for specific data or reports. Engineers Canada has a section of its website dedicated to the 30 by 30 goal and executes communications campaigns as appropriate. Notable examples from 2017 include the 30 by 30 video that was released on International Women in Engineering Day (INWED, June 23)

and the advertisement as well as promotion of 30 by 30 at the 2017 Gender Summit in Montreal. Engineers Canada also collects data on newly licensed engineers to be able to provide regular updates on progress against the goal.

The regulators' role includes adopting 30 by 30 and having Champions in place to facilitate work towards the goal. Each regulator has chosen to handle the Champion's role based on their preference. Examples include having a Champion on Council, a Council member and a staff member, a Chair of a committee, or a combination of any of the above. The role of the 30 by 30 Champion is to act as a role model and spokesperson for women in the engineering profession as well as for diversity and inclusion in general, in addition to taking responsibility for identifying and raising issues at key opportunities to positively impact the outcome for women in engineering. A Champion does this through being a change agent, looking critically at opportunities for permanent change, bringing up challenges and raising issues, in addition to participating in, and sharing promising practices with, the 30 by 30 Champions group.

NEXT STEPS:

The January 2018 in-person meeting of the 30 by 30 Champions group resulted in several action items for Engineers Canada. These include improvements to the shared resource drive, training materials for the Champions, and other deliverables to improve the collaboration of the group. Engineers Canada is working through these action items.