

## Society Board Meeting Report

**At the meeting of the Board of Directors on June 20, 2019 the following decisions and reports were made:**

### **Report from the Chair**

The Chair, T. Turi, reviewed his written report which was included in the meeting package. He provided an overview of recent public engagements, including Annual General Meetings for the Association of Professional Engineers and Geoscientists of Alberta (APEGA), Engineers Canada (EC), the Engineering Student Societies' Council of Ontario (ESSCO) and Professional Geoscientists Ontario (PGO). He also attended the Brampton Chapter PEO Licensing event and presented at the International Smart City Expo.

The Chair noted that the recent WE ACT event in Kitchener was successful. He spoke to many students who were interested in getting involved with OSPE. He added that he was looking forward to the All Committees Meeting where committees and task forces will have the opportunity to refocus. The Chair noted that moving forward, membership would be a focus as there is a lot of opportunity with the next generation. He encourages OSPE to stay member centric and do less to accomplish more with fewer key messages. The Chair added that the new certification has soft launched on the OSPE website. It was clarified that PEO's only concern with the program was the potential confusion with Engineering Management. B. Shukla noted the business case for OSPE is the potential increase to membership, as individuals must be an OSPE member in order to obtain the certification. It was clarified that a CPEM certificate requirement includes being a Professional Engineer. The Chair encouraged the Board to look at the program and apply.

### **Report from the CEO**

The CEO, S. Perruzza, reviewed his written report, which was included in the board package. He noted some staffing changes including a new Learning Solutions Lead, a part-time Membership Administrator and summer students. He also noted the departure of Stephanie Harden.

The CEO reviewed membership noting the downward trend is due to cleaning up the system. A trend has been identified regarding the decrease of professional members and increase of the 65+ category as professionals are reaching the age of retirement. He noted in the first year of the conservative government, advocacy was not being received. However, the government is now starting to ask and listen and therefore OSPE will be engaging wherever possible. He noted PEO has received a report which looked at what they are doing and identified any deficiencies. OSPE is requesting PEO be given 3 years with their new registrar to make changes before conducting another audit. He reviewed upcoming OSPE events including the Summer Boat Cruise, E3 and EDI Conference. Directors are to contact B. Shukla if they are interested in attending the Summer Boat Cruise.

J. Chisholm noted OSPE shouldn't be commenting on the PEO governing structure and demanding changes be adopted. He added that OSPE should be helpful to PEO and not act provocatively. He asked for clarification regarding what advocacy PEO was involved in. S. Perruzza responded, noting that OSPE has advised PEO as to the threats to regulation and the letter sent regarding the GLP 2.0 program outlined examples of their advocacy work. It was agreed that as this direction had already been agreed upon on the Board, it is important that the Board continues to support this course of action.

### **Report from the Treasurer**

The Treasurer, R. Clifton, reviewed his report to the Board, which was included in the meeting package. He noted the current committee membership has a good amount of finance background. The Board reviewed the summary report and noted having healthy assets and increased investments. He added that he will be meeting with two banks on Friday to review and discuss GIC's.

A draft budget was provided in the meeting package for the director's information as the goal is to start planning for the next year earlier. It was noted that OSPE will be adding budgets for the Hubs, events such as How to Change the World and continued work on marketing with Halmyre. It is estimated that government funding will decrease for 2020 and affinity revenue will increase modestly. J. Hack commended staff on putting this draft together. An in-depth budget discussion will be had with the Audit and Finance Committee and then discussed at the September Board meeting. R. Clifton concluded noting membership flat lining is a continued trend, that affinity revenue will not always continue to increase and that expenses for events continue to rise.

### **Report from the Membership Advisory Committee**

B. Shukla proposed changing all OSPE Awards and Fellowship criteria's so that current Board members are not eligible for nomination as it is a conflict of interest for the Board to review nominations of fellow Board members. The OSPE Board approved changing the criteria for OSPE awards/fellowships selection to state that current Board Directors are not eligible for nominations.

B. Shukla reviewed the membership update which was provided in the meeting package. He noted that to date the membership number has increased from the 7996 reported in the package to 8022. Membership reporting used to include lapsed members, but they have now been removed. He added that the concerns have been identified and work (with Halmyre) has already started. Conversion from students to new graduates is at approximately 15%, which shows we are starting to see some conversion, however the goal is for it to be higher. He added that J. Gerson is focusing on corporate memberships, where a company can buy memberships for their employees at a discounted price. A challenge he is faced with is corporations wanting to see more value, like OSPE advocating for their interests. The goal is to be able to get a few large companies on board, and then market it to pressure other companies to follow. It was noted that different messages need to be used when speaking to students, versus professionals, versus academics.

B. Shukla discussed the launch of the OSPE Hub program, where 6 locations are ready to go. The goal is to create an engineering community where people come together. A student ambassador who is highly engaged will be linked with a professional within the local area. These Hub's will act as satellite offices at universities. S. Perruzza will be meeting with Deans next week to have the MOU's signed. The Hub's budget will be set and managed by head office. They will be structured differently than PEO's chapters and will need a governance structure eventually. He added that Halmyre proposed creating a platform for members, to grow membership from the bottom up, and this is addressing that opportunity. OSPE's affinity partner, The Personal, used to sponsor a scholarship, but will now sponsor this program instead.

Regarding Professional Development, B. Shukla noted a needs assessment had been done and 770 people completed the survey; however, more information from employers needs to be collected. The difficulty with PD is that it is not currently mandatory and therefore it is hard to get people or employers to pay for courses. OSPE will start with 30-minute presentations that individuals can participate in on their lunch breaks.

### **Risk Register Review**

The Chair reviewed the history of the Risk Register framework for new Board Directors. He noted that the Board Development and Strategic Planning (BDSP) Committee is responsible for updating the Heat Map. R. Aimey is the current Chair of the BDSP committee and will resume meetings in August. V. Mueller added that the Cyber threat level has been increased, and a plan has been put into place with the IT provider Quartet.

### **Federal Election Discussion**

J. James requested this item be included on the Board agenda. He asked what staff was doing to prepare for the upcoming election, and how OSPE was going to promote professional engineer candidates. It was noted that OSPE will ask candidates to respond to questions gathered from committees and task forces, and then post responses (written or video) in a series of blog posts. A challenge noted was candidates needing them to identify themselves. It was suggested that OSPE ask the parties if they have any Engineers.

### **Research & Innovation Task Force (RITF) Report**

The Chair, T. Turi, discussed RITF's report which was included in the meeting package. The report summarized 8 technologies and received a very positive reaction from the Board. It was suggested this report should be shared to a wider audience and posted as a series of blog posts. It was suggested that reports like this should be the basis of future events, events lead by our own members and could include corporate partners. This could empower committee members to bring event ideas to OSPE. Events need to have a balance of personal and corporate interest. It was added that the Board should provide leadership and ideas to staff for operational decisions.

S. Perruzza reminded the Board that Halmyre's suggestion was that OSPE was doing too much and focus must be paid to pocketbook issues such as the Labour Market.

### **Human Resources Committee**

According to the OSPE bylaws the Board needs to appoint two Board members to the Human Resources Committee and the Society's President and Chair is the Chair of this committee. Réjeanne Aimey and Christina Visser volunteered for the two positions.

### **Nominations Committee**

The Society's bylaws state that there shall be a Nominations Committee, consisting of a director who is not up for re-election, who shall be the Chair of this Committee. Laura Yu volunteered for this position.

### **Board Development & Strategic Planning Committee**

The Board Development & Strategic Planning Committee's terms of reference notes that the Vice Chair of the organization will Chair this committee and the Past Chair, and two other members will be appointed. T. Murad, J. James, A. Gkalimani, A. Wojtyla and T. Schierholtz all volunteered for the positions and a vote was conducted. After voting T. Murad and A. Wojtyla were appointed to the committee.

### **NEMOSC: Director Appointment**

OSPE is invited to appoint a representative to the National Engineering Month Ontario Steering Committee. A. Gkalimani volunteered for this position.

### **PEO GLC**

As PEO will likely end this program shortly, and as OSPE disagrees with the principle of the committee, it is suggested that the Board not support the GLC program by appointing a representative. After discussion, the Board agreed to not appoint an OSPE representative moving forward.

### **CSPE Board Director**

It was noted that M. Jelavic has stepped down as a member of the CSPE Board. J. Chisholm and D. Young have agreed to remain on the CSPE Board for another term. T. Schierholtz volunteered for the position.

### **Committee/Task Force Terms of Reference: Template**

The Chair noted the new terms of reference will be shared with all committees and task forces at the All Committees meeting on June 26. The terms of reference will be common for all in order to align the organization. It was questioned why the term Associate Chair was used instead of Vice Chair. It was explained that Vice implies a succession, but the Associate Chair will not be the next Chair.

### **OSPE AGM and General Assembly 2020/2021**

V. Mueller noted the OSPE AGM for 2020 is currently being planned for London, ON in combination with an E3. The AGM and General Assembly for 2021 is planned for Toronto in combination with an all-day conference. Staff is requesting the Board give them the authority to finalize dates for both the 2020 and 2021 AGM's to be held the first full week in May, as staff need more time to plan ahead and book venues. Last year, the AGM was held in Kingston as an attempt to try something different and involve different regions in Ontario. The board agreed the location and date can be determined by the staff.

### **Consent Agenda**

The consent agenda and supporting materials were received by the Board.

### **Report from the CODE**

The Chair added that he would also be attending the next CODE meeting on June 24.

### **Advocacy Updates**

J. James noted the Environment Task Force has been discussing an initiative on plastics and hope to host an event in the future.

### **Other Items**

R. Aimey and A. Wojtyla proposed merging the WE ACT and EDI committees. They noted that as women are part of the gender diverse group, a joint committee will be much more effective in leveraging the expertise, great work, and accomplishments of WE ACT with the new energy, ideas, and projects from the existing EDI committee. Together they will be stronger and add much more value to the engineering community by ensuring that the needs of every diverse group are included. They added that a communications plan will be needed (and include a new name) and will focus on the merger of the committees (not one taking over the other). The OSPE board approves the merger of the WE ACT and EDI committees.

L. Yu noted the Future Skills Centre at Ryerson is accepting applications for an advisory board member and suggested OSPE should apply. S. Perruzza added that he has been approached regarding the position however would like to ensure his participation wouldn't exclude OSPE from potential future funding before applying.

C. Visser noted that the AGM being held in other cities may not be successful as members are more interested in social events rather than meetings. Staff will consider additional social activities to be held outside the GTA. The Chair questioned why OSPE doesn't have a golf event. V. Mueller noted that OSPE did previously hold Golf Tournaments but, it was no longer feasible as so many other company's hold these events and the market became saturated.

### **Directors Questions**

No questions were noted.

### **Next Meeting**

The next meeting will be held at 4950 Yonge Street, Suite 502 in the OSPE Boardroom on Thursday September 26<sup>th</sup>.

### **In Camera**

The Board moved in camera.