

Society Board Meeting Report

At the meeting of the Board of Directors on September 26, 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 and meetings, including a June meeting of the Council of Ontario Deans of Engineering, Professional Engineers Foundation for Education's Annual General Meeting, OSPE's all committee's meeting, OSPE's boat cruise, The Personal Insurance's reception at TIFF, Consulting Engineers Ontario (CEO) AGM and golf tournament, OSPE and PEO's Joint Relations Committee meeting and acted as a panelist at an OSPE event partnered with Spin Master Toys. He highlighted his attendance at Hispanotech's tour of Sidewalk Labs Toronto. A discussion ensued regarding OSPE's interest in this project as there are a lot of contentious issues regarding the land and the security of data. The Board tasked the Research and Innovation Task Force with further research into the project and topics associated with it.

Report from the CEO

The CEO, S. Perruzza, reviewed his written report, which was included in the board package. He noted the importance of OSPE's emphasis on professional development as it is likely that continuing professional development will become mandatory in Ontario. He also noted Engineers Canada's renewal in the Washington Accord has been put on notice partly due to the lack of mandatory continuing professional development. Both the Elliot Lake and Downsview reports also recommended professional development be mandatory for Professional Engineers.

The CEO reviewed membership numbers and explained that the September numbers aren't final as memberships obtained at Orientation Week activities are still being processed. He also added that Hubs have launched in 6 schools: Windsor, Guelph, Waterloo, McMaster, Ryerson, and Queens. He noted York, University of Toronto and Ottawa are also interested in joining the program. J. Chisholm added he liked the community focus of the Hubs and agreed with starting with a focus on students. He questioned the governance structure of the Hubs as there may be a lack of leadership. It was noted that OSPE is partnering with universities for access to space and to faculty and researchers for expertise. The Hub Ambassadors are the leadership of these groups and work with OSPE and faculty to develop events. It was noted we are still in the early stages of this pilot project and each Hub will have different models in order to determine what works. As this is a pilot program it will grow slowly in order to understand and build a solid foundation. T. Murad noted that the Hubs will need a governance structure, however starting slow and organized is the right way. L. Yu agreed adding there should be a reporting structure in place as well. R. Aimey noted the importance of having community contacts, a corporate perspective and mentorship opportunities. She suggested using university and community newspapers to showcase the work OSPE is doing.

S. Perruzza noted marketing work has continued with Halmyre and a plan to launch a revised website is underway. The Audit and Finance Committee suggested having targets associated with the marketing work. Halmyre will be looking into industry standards.

The CEO reviewed upcoming advocacy events including the October 9th Federal Election Roundtable where OSPE's National Strategy, developed by our policy Task Forces and Committees, will be presented.

He also noted the December issue of the Voice magazine will be focused on advocacy. WE ACT and EDI will be having their first merger meeting to discuss moving forward as one committee. The House will be back in session at the end of October and it is expected that they will be looking for more consultation than they did in their first year.

OSPE is planning a conference for 2021 to incorporate learning streams, professional development and a tradeshow. The Fall is a busy time at OSPE as several events are taking place including an Engineering Employment Event, The EDI Imperative: Changing the Profile of STEAM in Canada, the OPEA Gala and two OSPE Holiday events.

Report from the Treasurer

Quarterly Report

The Treasurer, R. Clifton, reviewed his summary report to the Board, which was included in the meeting package. He noted a healthy balance sheet, and that the statement of operations had a few timing variances.

Draft 2020 Budget

The Treasurer, R. Clifton, presented the draft 2020 budget, which was also included in the meeting package. He noted this was a conservative budget, which has been reviewed by the Audit and Finance Committee. Although the budget shows a flat line for membership, there will be a membership drive that ideally will increase membership. The budget presented plans for a loss at the end of the year due to increased administrative costs and additional costs to run the Exchange Hubs.

T. Murad approved of the budget and encouraged a focus on increasing membership. S. Perruzza noted in his discussions with other membership organizations, events and affinity programs help to maintain membership but most use professional development for acquisition. He hopes that with PEO's transition to mandatory professional development, OSPE's offerings will result in increased membership numbers. It was suggested that the Board could financially commit some money if there was a program plan requesting the funds.

Report from the Membership Advisory Committee

B. Shukla presented the membership report, which was included in the meeting package. He noted that the numbers have been adjusted to remove lapsed members. He added that other associations are reporting loss in memberships and suggested OSPE maintaining membership is good compared to similar organizations.

It was noted that The Association of Professional Engineers and Geoscientists of Alberta (APEGA) has switch from TD to The Personal insurance and that within 3 weeks 30% of members had called to get a quote. It was suggested that OSPE could use this information to launch a campaign in Ontario showcasing the benefits of The Personal.

B. Shukla noted a needs assessment for professional development is required.

Strategy Discussion

The Chair of the Board Development and Strategic Planning Committee, R. Aimey, reviewed the Risk Register which was included in the meeting package. It was asked whether the risk associated to the Exchange Hubs was considered. It was agreed the Board Development and Strategic Planning Committee discuss this risk at their next meeting and add it to the registrar

Bylaw Change

It was recommended by the Board Development and Strategic Planning committee that the Board move to a competency-based board model, in addition to the sectors and regions requirements. This change would be to ensure the best representatives are on the Board and is considered best practice and manages risk. J. Chisholm shared his concern with this change noting it would be a fundamental change, which would exclude members from running. He added the criteria would be

subjective and could form an OSPE clique. T. Murad suggested an appeals process could be added to the procedures. V. Mueller noted the Nominations Committee already follows a competency-based matrix for recruiting new candidates. Competencies, regions and sectors requirements would be made clear during the nominations process. She added this change is best practice for board governance and the update has been vetted through legal. The Board of Directors approves the proposed change under Bylaw 6.5.1 to move to a competency-based board as recommended by the Board Development and Strategic Planning Committee.

R. Aimey noted OSPE has obtained legal advice regarding the removal of a Director and confirmed it can only be done by members at the Annual General Meeting. The Board of Directors approves the proposed change under Bylaw 6.7.4 to remove a Director for violating the OSPE Code of Conduct and/or Workplace Violence policy as recommended by the Board Development and Strategic Planning Committee.

Ontario Engineering Academy

T. Murad, B. Shukla and OSPE staff have prepared a summary report, which was provided in the meeting package. T. Murad discussed the Academy, emphasizing the need for OSPE to move forward as a professional development service provider. Although some revenue is expected to be made, the main driver is increasing membership. It was suggested that OSPE work with PEO to market our programs, however, PEO will not endorse any specific program. It was also suggested that OSPE partner with universities and colleges, so we do not appear as competition. The OSPE Board of Directors approves the creation of the Ontario Engineering Academy.

HR Policy Updates

V. Mueller presented proposed updates to the Code of Conduct as recommended by legal to coincide with recent changes in legislation. The OSPE Board approves the revised OSPE Code of Conduct.

V. Mueller reviewed the proposed updates to OSPE's Workplace Violence Policy as recommended by legal. The OSPE Board approves the revised OSPE Workplace Violence Policy.

Nominations Committee

The Nominations Committee Terms of Reference has been revised to include revised dates. The Board approves the terms of reference for the 2020 Nominations Committee. The Chair of the Nominations Committee, L. Yu, reviewed her recommended committee members who were chosen due to geographical and sector needs. The Board approves the appointment of Christina Visser, P.Eng., Kevin Wright, P.Eng., Grant Walsom, P.Eng. and Harvey Shi as members of the 2020 Nominations Committee.

PEO Awards Committee

OSPE is invited to appoint two representatives to the PEO Awards Committee. Currently Manraj Pannu wishes to remain on the committee and the second seat is available. R. Aimey discussed the roles and expectations of this position. Discussed ensued and A. Wojtyla volunteered for the position.

CSPE Board

The CSPE Board requires a third Board Director be appointed to its Board as J. Chisholm has resigned. R. Aimey volunteered for the position

SmartNet Alliance Steering Committee

Former Board Director Emily Thorn Corthay was asked to represent OSPE on this committee but is unable due to time constraints. She has made a recommendation to appoint Steven Pepper. Discussed ensued. The OSPE Board of Directors appoints Steven Pepper to the SmartNet Alliance Steering Committee.

Consent Agenda

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

Other Items

It was noted that PEO's GLP no longer has an OSPE representative; however, OSPE has not explained why they will not be appointing a representative. S. Perruzza clarified that the GLP will be stood down in the near future.

An Environment Committee member, Franco DiGiovanni, holds a limited license with PEO and has requested OSPE change its Professional category to include limited license holders. He also noted his concern with engineering work being done by non-engineers. He and OSPE staff will be meeting with PEO on this subject.

Directors Questions

It was questioned if OSPE partners with other organizations for Engineering Employment Events. B. Shukla noted that we have partnered with OACETT several times. L. Yu had a few suggestions for potential partners.

Next Meeting

The next meeting will be held at Scotiabank Arena on Tuesday December 3rd, 2019.

In Camera

The Board moved in camera.