

Society Board Meeting Report

At the meeting of the Board of Directors on September 21, 2017 the following decisions and reports were made:

Report from the Chair

The Chair reviewed his written report, which was included in the board package. He emphasized the desire to spend less time discussing reports in order to allow more time for strategic discussion. He noted that the membership update and financial update will also be provided in a condensed format to streamline the package. J. Hack presented his draft plan for scheduled board meetings throughout the year. His goal is for each meeting to have a specific purpose in order to meet the needs of the organization. P. Marcucci added that this was a good idea and should be incorporated into the annual meeting schedule that V. Mueller has distributed. He also suggested this would be a good example to set for other committee's and task forces. M. Woodhouse clarified that the draft budget will be reviewed twice by the Audit and Finance Committee before being presented to the Board at the December meeting.

J. Hack noted the Joint Relations Committee had met the previous evening and discussed the concept of creating a joint visioning statement. A session discussing strategic alignment will be included in their next meeting. P. Marcucci added that it would be a great exercise for PEO to do with OSPE, but if it isn't completed together, it is something that we should do ourselves. S. Perruzza suggested it would be a great opportunity to engage members and hold town halls across the province.

Report from the CEO

The CEO reviewed his report which was included in the meeting package. He started with an update of his action item related to the change in the employment standards act stating that OSPE will not make any statements in favor or against. He also highlighted the new Change the World Campaign, reporting positive comments from members, partners and associations. He hopes that the board will lead by example and share their own stories. P. Marcucci congratulated the staff on their excellent work and stated this is the type of campaign engineers want to see. S. Perruzza added that the engineering employment events (E3s) have been very successful, having placed over 500 engineers in jobs. E. Thorn Corthay added that she attended an E3 in Toronto and received unanimous positive feedback. S. Perruzza concluded by providing an update on negotiations with The Personal as the current contract is up for renewal in February. Two changes to note include removing the stabilization fund and increasing the agreement to 10 years with a review at 5 years to ensure everyone is still happy. PEO has funds available to them through Engineers Canada's TD Meloche Monnex program; however, if they accept these funds it voids the exclusivity that OSPE has with the Personal. S. Perruzza noted that we have made PEO aware of this.

Strategy Discussion

Advocacy Initiative

Patrick Sackville and Catrina Kronfli, OSPE Policy and Government Relations Leads, joined the meeting for this agenda item. They gave a presentation on the strengths, weaknesses, threat and opportunities for each advocacy profile. At the end of the presentation staff presented two recommendations, to disband the Ring of Fire Working Group and to create an Engineering Diversity and Inclusion Committee.

Discussion ensued regarding the differences between women in engineering and diversity in engineering. T. Turi noted that in the corporate sector there has been a move from a focus on women to a focus on diversity in general. S. Perruzza shared that some of the feedback he has received regarding the Women in Engineering Advocacy Committee (WEAC) is that it isn't inclusive and therefore doesn't represent potential OSPE members. S. Deitner shared her excitement for the diversity project and her support of the idea as there have been many calls to move in this direction. WEAC and the Diversity and Inclusion Committee will work together collaboratively. R. Aimey has accepted the opportunity to Chair the new Diversity committee and has been given the draft terms of reference for review. It was noted that there should be measurables in place to determine whether this committee is successful. It was agreed that this would be included in the committee's terms of reference. The focus of the committee will be to create a safe place and support network for people to feel like they are not alone, and to emphasize that OSPE has their back. It was suggested that a facility session be added to a Board meeting with respect to diversity.

J. Hack explained that he has spoken with Ring of Fire Chair, C. Visser for her input on the proposal to put the Ring of Fire working group on hiatus, she had provided feedback that there was limited activity in the near term on this file – with the majority of the activity being on the building of roads to connect the site to markets.

J. Chisholm noted that he is disappointed with the lack of work being done on climate change as is it such a timely topic and is important to millennials. He encouraged decision making should be done at the Board level and not left to the committees. S. Perruzza clarified that some of the topics committees work on come from the committee members themselves, and also come from staff. J. Hack agreed that there needs to be a sharper focus on the environment and agreed to arrange for a proposal to be presented to the Board at a future meeting (December or March).

PEO GLP & 30 x 30

GLP: J. Hack gave a brief background on PEO's GLP program explaining their desire to develop relationships at a riding level. OSPE has questioned whether a regulatory body should be acting like a lobbyist. OSPE has received some feedback stating the GLP is highly irregular and inappropriate, however PEO does not feel they are in conflict. Therefore, all OSPE can do is provide feedback and suggestions, which has been done.

30x30: PEO also wants to officially sign on to the Engineers Canada 30 by 30 initiative. They are clear that OSPE is the champion, however they feel their official support is required as a member organization of Engineers Canada.

Risk register review (Heatmap)

P. Marcucci explained that it is the responsibility of the Board to be aware of risks to the society, however, it's managements responsibility to do the work. The Board Development and Strategic Planning Committee had identified two risks for discussion today. The first item is related to Board competency, acquisition and retention. P. Marcucci explained we have a hybrid Board as it is competency based however elected by the membership.

The second heatmap item the Board Development and Strategic Planning Committee identified for discussion was with respect to low member retention and acquisition. R. Clinton explained that low acquisition was the purpose of starting the BHAG initiative. It was added that OSPE needs to adopt issues that potential members are interested in.

BHAG Update & Revenue Issue

R. Clifton noted that a meeting happened yesterday to update on the BHAG process. His concern is that the progress is approximately 3 months behind as we are still waiting to hire the Kitchener/Waterloo individual. He noted that the Corporate Development Executive in the Ottawa region, J. DiTommaso, has a good approach and is on the right path. The sales cycle is longer than expected, bulk memberships are not happening as quickly. R. Clifton noted that it will be 6

months before start to see any increase in sales numbers, and encouraged the Board to continue supporting this initiative. J Hack indicated that the BHAG was now a regularly scheduled item of review at the Membership Advisory Committee meetings.

Report from the Treasurer

R. Clifton shared that a new one-page financial update has been provided to the Board as a summary of the high-level numbers the Board needs to be aware of. The Board agreed this was a good level of detail to be presented moving forward.

Investment Policy

The Audit and Finance Committee has been reviewing the investment portfolio progress, and after a recent meeting with BMO is suggesting a change to the investment policy. This change would allow for 25% stocks, 75% bonds split instead of 100% bonds as it is currently written.

Board Development & Strategic Planning Committee

The Board Development and Strategic Planning Committee has reviewed the meeting surveys completed by Board members after each meeting. The analysis and recommendations were provided in the meeting package. Board members are asked to please read the recommendations and if there are any questions please reach out to J. Hack, S. Perruzza or V. Mueller. One of the items noted in the survey was with respect to professional development for Board Directors as some individuals are looking for more information. J. Shand provided some information, which was distributed following the June meeting and is available on the SharePoint drive. P. Marcucci volunteered to lead a 'book of the month club' session at the June Board meeting where one of the '20 Questions' document could be reviewed and discussed. The Board Development and Strategic Planning Committee is also recommending a few changes to the committee terms of reference template to address terms and succession planning.

Report from the Membership Advisory Committee

B. Shukla presented new membership statistics, which were distributed in the meeting package for review by the directors. The update was given in a new four quadrant format.

PEO Lake Ontario Chapter has a Memorandum of Understanding (MOU) with OSPE for an OSPE Liaison officer position. This is a pilot project to increase OSPE awareness with Chapters. The draft MOU is current waiting to be reviewed at the next RCC in October.

Nominations Committee

V. Mueller updated the Board on the proposed changes to the Nominations Committee's terms of reference explaining these updates are housekeeping items. Associate members have been added to the documents as per the changes to the Bylaws at the 2017 AGM. She noted that the Chair of the committee, M. Monette has selected the members of the committee for approval by the Board.

2018 AGM

V. Mueller reviewed this item noting that a date for the 2018 AGM must be approved by the Board. Staff has proposed a May 8, 2018 and a venue in the Halton region as be selected.

Joint PEO and OSPE position paper re: Mathematics

C. Visser noted that OSPE should be more involved with math education in Ontario as EQAO scores continue to decline. She suggested the proposed document could say more however, it is fine as it is. S. Perruzza noted that this initiative started in 2013 when PEO came to OSPE to work together. OSPE's concern regarding working with PEO is that policy decisions need to be made quickly. It was agreed that this document is fine to approve however, there was interest in OSPE doing more on our own.

Consent Agenda

The consent agenda and supporting materials were received by the Board. It was noted that the majority of Board members did not submit an update and it was agreed that Directors would commit to completing their updates for future meetings.

Other Items

B. Shukla shared that member certificates will be implemented in January.

He also noted that in an effort to increase membership, pilot MOU's have been drafted with three organizations. This pilot project will ensure we are benefitting from a program before we expand.

It was noted that the Chemical engineers will be holding an event in Toronto, where OSPE could be a sponsor or have a booth.

A report on the Mentorship program was distributed to the Board. OSPE is actively looking for sponsors to support the program for a total of approximately \$70,000-\$80,000 per year. From now until December, OSPE will continue running the program as it is. Letters have been sent out to potential sponsors.

M. Monette gave an update on his work researching the current state of PEO Chapters and noted their activities are often social and are not fully of a regulatory nature. He noted this is a good time to discuss this topic as there is a general interest at a grassroots level.

It was suggested that OSPE could package events for chapters to use, for example a speaker series. These would be OSPE events that PEO chapters could sponsor. OSPE will need to add a different value proposition to get PEO chapters interested. It was suggested OSPE could capitalize on current events to discuss topics like climate change and infrastructure.

M. Monette congratulated S. Perruzza on an excellent response to an inquiry received regarding financial support for a Chapter based entrepreneurship program.

Directors' Questions

It was requested that the June 2018 meeting be held earlier in the month. V. Mueller will look into it as the June meeting will be held offsite with a facilitator.

Next Meeting

The next regular meeting of the OSPE Board of Directors is scheduled to take place on Tuesday December 19, 2017 at the Air Canada Centre at 40 Bay St, Toronto.

In Camera

The Board moved in camera.