

Minutes of the March 1, 2011 EDTF – CIE Subgroup meeting

Room 104, 40 Sheppard Ave. West, Toronto

Participating: George Comrie, Jim Finch, Colin Cantlie, Changiz Sadr, Corneliu Chisu, Roger Jones, Tyson Macaulay, Alana Lavoie, Jordan Max (staff advisor)

Regrets: Peter DeVita, Dave Adams, John Clark

The business portion of the meeting started at 6:35pm.

1. Approval of Agenda

Jim requested that Other Business be added to the agenda. The amended agenda was moved by Jim, seconded by Roger, and approved,

2. Approval of November 25 meeting minutes and follow up on action items

The November 25th meeting minutes were reviewed and approved without changes. It was noted that Tyson had completed his draft on Public Interest, which has been posted on Central Desktop for review. Jordan noted that the December 6th joint meeting of the two subgroups took place as requested.

3. Phase 2 work - assignment of tasks and deadlines

There was considerable discussion on what next steps were required for Phase 2, prior to drafting a report. This included a need to finish the stakeholder list and send out letters. There have not been any responses to our initial distribution. Alana noted that Engineers Canada has been trying unsuccessfully to get meetings with Public Safety Canada officials, but that she would keep trying. Jim has offered to follow up with non-engineering ICT stakeholders on the list, and requested that Jordan forward to him a list of whom we have already sent letters to. Jim suggested we focus on the cybersecurity component of CIE.

Action: Jordan to forward list of stakeholders already sent the Phase 1 report to Jim. **Jim** to followup with non-engineering associations.

There was also considerable discussion about the need to develop PEO professional standards on CIE, which would require the following items to be prepared for PSC consideration;

- a. a defined Scope of Practice for CIE, laying out the engineering activities involved and any applicable legislation, technical standards and guidelines
- b. A statement to address the PSC criteria for drafting professional standards
- c. Terms of Reference for the Professional Standard, and

- d. a list of proposed experts that could form a PSC sub-committee to draft the Professional Standard.
- e. The Limited Licence would have to be examined for application for CIE

It was also mentioned that an industry profile of who is currently doing CIE work would be helpful for outreach and enforcement. Changiz suggested looking for people with CISCO network certifications - CCIE: Cisco Certified Internetwork Expert (CCIE) and Cisco Certified Network Professional (CCNP). Tyson forwarded a report on qualifications and supply to Jordan.

4. **Stakeholder Analysis and letters.**

It was agreed that George and Jordan would work together to finalize the list and determine which stakeholders should receive which report (Phase 1 or 2)

It was also suggested that other academics from UOIT, Carleton and UofT be approached for their feedback.

Action: Jordan and George to finalize stakeholder list and letters. **Alana** to followup again with other provincial engineering associations to gauge their interest.

5. **Other business**

This was already addressed by Jim under the Minutes discussion. Changiz will start work on the Experience requirements for CIE, and will talk to Manoj Choudhry, the PEO Pre-Licensure Manager.

Action: Jordan to forward any ERC documents for other disciplines to Changiz. **Changiz** to talk to Manoj.

6. **Next meeting(s) and adjournment**

The next meeting was tentatively set for Monday, April 4 from 6-8:30pm. Colin mentioned he would be at PEO offices in the morning to work on the Scope of Practice document with George and Roger.

The meeting was adjourned at 8:53 pm