

Minutes of the August 15, 2012 EDTF – CIE Subgroup meeting (DRAFT)

Room 210, 40 Sheppard Ave. West, Toronto

Participating: Roger Jones, George Comrie, Jim Finch, Tyson Macaulay, Colin Cantlie, Peter DeVita (t/c), Jordan Max (staff advisor)

Regrets: Corneliu Chisu, John Clark, Alana Lavoie, Ian Marsland

The meeting started at 7:09 pm.

1. Approval of Agenda

The agenda was reviewed and approved without amendment. Motion to approve: Roger/Jim; motion passed.

2. Approval of July 18th, 2012 meeting minutes and follow up on action items

The July 18th minutes were reviewed and approved without amendment. Motion to approve: Colin/Jim; motion passed

With respect to follow up on action items, the subgroup wished to commend Tyson for his revision to the draft report.

- PSC Draft Terms of Reference for practice guideline
Action: George to review the NME report section on PSC for a template of the content for the CIE Phase 2 report.
- Labour Market Research
George reported that Kim Allen has been appointed as CEO of Engineers Canada, and that there could be some funds made available for this research, which would deal with who in the market place is doing CIE and what their background/credentials are. It was noted that while this research is necessary for future enforcement of CIE, it was not possible to get it done within the timelines for the CIE Phase 2 report; therefore it should be noted as a recommendation that this research be done.

Action: George to speak with Kim about possible Engineers Canada funding for the research, and to Randstad (via ICTC). **Tyson** to speak with his employer (McAfee) about any research that has been done in this area.

3. ITAC membership

George reported that he had been contacted by Bill Munson of ITAC to inform him that unless PEO joined ITAC as a member (or associate member), PEO would no longer be able to receive the Cyber Security Forum newsletters or updates in the near future. Although subgroup members expressed an interest in receiving the information, they noted that the group would be winding down soon and that any new information received would not likely impact the Phase 2 report. It was therefore concluded that we decline the offer to join ITAC.

4. 2012 Work Plan and Staffing Plan

1. Phase II Report

There was general discussion about the need to identify gaps or the appropriate level of detail throughout the Phase 2 report, and to add conclusions/recommendations throughout. Identified gaps included the professional standards section, limited licence, enforcement, complaints & discipline. It was also noted that the sequence of sections might need re-ordering, but it was concluded this would be best accomplished once all of the content was complete.

Action: George to draft Section 6 (currently called PEO Governance, to be called PEO Regulatory Action) and to re-organize the introduction (section 1). **Jordan** to check pages 36-38 for Jim's changes. **Colin** to fix the Complaints & Discipline section. **Peter** to provide comments on Section 1.

5. Stakeholder Consultation

- Regional Stakeholder Events (Ottawa, GTA, Waterloo)
This item was not addressed due to time constraints

6. Adjournment

- Next meeting: Wednesday, September 19, 2012, 6-9pm.
- The meeting was adjourned at 9:21 pm.