

MINUTES

30 x 30 TASK FORCE

Thursday, June 14, 2018, Dinner 6:00 p.m.: Meeting Room 1B: 6:30-8:30 p.m.
Teleconference Dial In: 1.866.512.0904 Access code: 8804517#

Attendees

Chair: Helen Wojcinski, P.Eng.

Vice-Chair: Christian Bellini, P.Eng.

Council Liaison (TBC): Bob Dony, P.Eng.

Lola Hidalgo, P.Eng.

Staff Advisor: Jeannette Chau, P.Eng.

Staff Support: Sylvia Millstein

Guest: Cassandra Polyzou, Engineers Canada (Via Teleconference)

1. Call to Order

The meeting was called to order at 6:50 p.m.

2. Approval of the Agenda

Moved by Bob Dony, seconded by Christian Bellini.

That the agenda be approved.

3. Approval of the Minutes of the May 29, 2018 Meeting

Moved by Christian Bellini, seconded by Lola Hidalgo.

That the Minutes of the meeting as amended and approved. APPROVED.

4. Review of the Mandate and Terms of Reference

Helen Wojcinski provided the Task Force with a revised Terms of Reference and Action Plan for their review.

Action: Prepare a Briefing Note to submit to PEO's Council with the revised Terms of Reference and Mandate, showing the track changes for approval at their September meeting.

Moved by Bob Dony, seconded by Lola Hidalgo.

5. Engineers Canada 30 by 30 Presentation

Cassandra Polyzou from Engineers Canada provided a status update on the 30 by 30 Initiative. She indicated that the next Engineers Canada Champion teleconference will take place in the next two months.

The Chair introduced the Task Force and thanked her for her input.

6. Review draft 30 x 30 Action Plan from September 29, 2017 Council Meeting

The Chair suggested that for future face-to-face meetings, all material be consolidated in one file and displayed on a large screen.

The Chair provided the Task Force with an overview of her revisions of the 30 by 30 Action Plan.

The Chair noted that the Task Force will require a person who will present information regarding the Task Force activities to Council. The Task Force will equip them with any information that the Task Force thinks is relevant. This person will be the Task Force Council Liaison.

Action: The Chair asked the Task Force members to review and edit, as needed, the draft Action Plan and be prepared to discuss at the next meeting in July.

7. Discussion of potential activities of the Task Force

The Task Force continued to discuss possible strategic activities.

Action: The Chair will develop a draft Work Plan for the next meeting for the Task Force's consideration. The HR plan will also be documented per the Terms of Reference.

Action: The Chair would like to have an Action Plan and Work and HR Plans completed by the September 4 submission date for the September 21 Council meeting.

8. Future Meetings

Action: Jeannette Chau will send out a doodle poll to determine the next meeting of the Task Force.

9. Adjournment

This meeting was adjourned at 8:35 p.m.