

MINUTES

30 x 30 TASK FORCE

Thursday, December 06, 2018, 7:00-9:00 p.m.

Attendees

Chair: Helen Wojcinski, P.Eng.
Council Liaison: Bob Dony, P.Eng.
Lola Hidalgo, P.Eng. (via teleconference)
Staff Advisor: Jeannette Chau, P.Eng.
Guest: Tracey Caruana, P.Eng.
Regrets: Christian Bellini, P.Eng.

1. Call to Order

The meeting was called to order at 7:10 p.m.

2. Conflicts of interest

The chair asked if there were any conflicts of interest. No conflicts were identified.

3. Approval of the Agenda

Moved by Bob Dony, seconded by Lola Hidalgo

That the Agenda be approved. APPROVED.

4. Special Guest – Tracey Caruana, P.Eng.

Manager EIT Programs Tracey Caruana, P.Eng. gave an overview of her role. She is Manager EIT programs. They do experience reviews, PPE seminars, give presentations to chapters on licensing process, run the Licensure Assurance Program (LAP), provide guidance to EITs. On the student side, lecture to first year students, upper year students, and grad students on the licensing process. Work with ESSCO. Sponsor student conferences. Helen Wojcinski would like to have Tracey Caruana attend a 30x30 Awareness session in the future.

Action: Tracey Caruana to email Jeannette Chau a list of the companies and progressive professors that she deals with.

5. Reflection on the Montreal Massacre – December 6, 1989

Helen Wojcinski reflected on the Montreal Massacre which occurred on the same day as tonight's meeting back on 1989.

6. Approval of the Minutes of the November 22, 2018 Meeting

Moved by Bob Dony, seconded by Lola Hidalgo.

That the Minutes of the November 22, 2018 meeting be approved. APPROVED.

Helen reviewed the action items from the last meeting.

Action: Helen Wojcinski requested that an Action Log be created.

Action: Jeannette Chau to send the list of 2019 ARC dates to Helen Wojcinski.

7. Recent Developments

- a. Equitable Participation of the Profession Committee Meeting**
Helen Wojcinski was not able to attend this teleconference meeting as planned.
- b. Women in Infrastructure Event – November 30, 2018**
Christian Bellini was not present to provide an update on this item.

8. Metrics:

- a. PEO Registrar – Percentage of Women Pursuing and Obtaining Their Licence**
The percentage of newly licensed engineers who are women
The number of women vs male applying for licensure
The number of female CEAB and female non-CEAB being licenced vs male
Number of female vs male EIT
Number of women vs male being called for interviews
Number of women vs male obtaining licence
[Info on the percentage of women being called in for staff referral interviews is more difficult to obtain as they don't track who are male or female currently]
- b. PEO Internal Stakeholders – Council, Committees, Chapters, Internal Operations**
Percentage of women present
Percentage of women in leadership – aim for 30%
- c. Industry/Employers of Engineers**
Percentage of women engineers in leadership (C-suite)
Percentage of women who are new recruits – aim for 30%
- d. Universities**
Percentage of women in first year, undergrad, post grad, and faculty
Number of women graduating
[CODE tracks all these numbers currently]

Action: Jeannette Chau to ask Santosh Gupta, the Secretariat for CODE, for a copy of the CODE metrics and how far back they have it

9. Discussion of Communication Strategy/Stakeholder Groups:

- a. Objectives of Sessions per Stakeholder Group**
Helen Wojcinski reviewed the 30x30 Communication Strategy.
- b. Session Logistics – Format: Timing/Duration; Agenda; Sequence**
Proposed structure of Awareness sessions:
6-7 pm Networking and sandwiches
7-9 pm Facilitated session. First hour – setting of stage; Second hour – discussion
 At end make ask/next steps – what would they be willing to do
- c. Revisions/Additions to Guest List**

The Task Force needs to identify firms that employ large numbers of engineers. Jeannette Chau has approached PEO staff who worked on the Repeal of the Industrial Exception and has asked for a list of firms that they had dealt with that had large numbers of engineers.

Sources of names of large firms:

1. Jeannette Chau – Repeal list
2. Tracey Caruana - list of companies where she speaks to their EITs
3. Helen Wojcinski – has contact names provided from Engineers Canada
4. Lola Hidalgo - has suggestions of whom to invite from government

Action: Lola Hidalgo to invite an Engineering Manager from MTO to the 30x30TF January meeting to talk about their EDP program, and provide list of potential contacts from government

Action: Helen Wojcinski to reach out to Alourdes Sully for potential contacts from Hydro One

Action: Helen Wojcinski to send contacts that Jeanette Southwood and Marilyn Spink has sent her, and to reach out to Catherine Karakatsanis

Action: Helen to develop more detailed Communication Plan and Products for January meeting

- d. **Dates of Pertinent Committee Meetings in 2019 (e.g. ARC, ERC, Licensing, RCC, etc.)**

Action: Jeannette Chau to provide list of meeting dates for ARC, ERC, Licensing, RCC, to Helen Wojcinski for development of Communication Plan

10. Other Business

There was no other business

11. Next Meeting Dates

The next meeting is scheduled for January 18, 2019 will have to be rescheduled to another date in January as Helen Wojcinski will be in Ottawa for a 30 by 30 Champion F2F meeting; other dates for meetings to be aligned with the Awareness Sessions and therefore determined at the January meeting.

12. Adjournment

The meeting was adjourned at approximately 9:30 pm