



# Minutes

## EXPERIENCE REQUIREMENTS COMMITTEE

Friday, February 27, 2015

### PRESENT:

#### Members:

Santosh Gupta, Chair  
David Kiguel, Vice-Chair  
Jian-Guo Wang  
Bosko Madic  
Jim McConnach  
Rishi Kumar  
Branislav Gojkovic  
Arshad Azhar  
Cameron Mirza  
Mohamed Boutazakhti  
Magdy Attia  
Tibor Palinko  
Changiz Sadr  
David Khan  
Anis Mohammad

George Chelvanayagam  
Ravi Gupta  
George Apostol  
Mohinder Grover  
Farid Danial  
George Semaan  
Christian Bellini  
Berta Krichker  
Mircea Dreve

#### Staff:

Michael Price, Deputy Registrar  
Lawrence Fogwill  
Daniel Mandefro  
Mark Hekimgil  
Nancy Matar  
Muna Labib  
Jasmina Kovacevic  
Ann Pierre

### REGRETS:

#### Members:

Huirong Min  
Galal Abdelmessih  
Ayvun Jeganathan  
Dexter Lestage  
Andrew Poray  
Duncan Blachford  
William Sanabria  
Matthew Xie

#### 1. Call to Order

The Business Meeting was called to order at approximately 1:30 p.m.

The Chair welcomed the Committee members to the first ERC Business meeting for 2015.

#### 2. ERC Service Award Presentation

The Chair congratulated the volunteers who would be receiving pins from PEO and thanked them for their time, dedication and support to the activities of the organization.

The Chair together with the Vice-Chair and the Deputy Registrar presented a PEO Volunteer Recognition Pin, certificate and letter of appreciation to the following members of the ERC who attained five, ten and fifteen years of service:

Five Years: David Khan, Jian-Guo Wang and Magdy Attia,

Ten Years: Anis Mohammed, Arshad Azhar, Farid Danial, George Semaan and Mircea Dreve.

Fifteen: Bosko Madic, Branislav Gojkovic and George Apostol.

The Committee members and staff briefly introduced themselves.

Ravi Gupta requested the following item be added under Item no 10, *Other Business*

#### 10.1 *Council and Engineers Canada Educational Assessment Credentials*

Santosh stated that Ravi's suggested Agenda item would be addressed in the Deputy Registrar's report and there was no need for any further discussion regarding that matter.

### 3. Approval of the Agenda

#### **MOTION:**

It was **moved** by George Apostol and **seconded** by Mohinder Grover that the Agenda be approved, as amended.

**CARRIED**

### 4. Chair's Remarks

Santosh Gupta informed the Committee that he will include the Agenda Item no. 8 in his Chairs remarks. He also said that due to other commitment he will be required to leave the meeting by 4:00 p.m. Therefore, if the meeting is not adjourned by that time, he will ask the Vice-Chair, David Kiguel to continue to Chair the meeting in his absence.

Santosh Gupta reported that the ERC Sub-Committee met on February 2, 2015 and he highlighted the following summary of discussions and decisions which originated from the meeting:

- (i) The ERC Sub-Committee agreed to review the ERC Election procedure. David Kiguel and Cam Mirza are currently working on a proposal for ERC election procedures and that will be finalized at the next ERC Sub-Committee meeting.
- (ii) The ERC Committee reviewed a letter dated January 12, 2015 from Kim Allen, Chief Executive Officer of Engineers Canada to David Adams, President of Professional Engineers Ontario (PEO) pertaining to Engineers Canada's decision to proceed with the Engineers Canada Educational Credential Assessments for immigration purposes. They also reviewed an email which Barna Szabados, Chair of the Academic Requirements Committee (ARC) wrote to President, David Adams regarding this issue. The ERC Sub-Committee endorsed the opinion expressed by Barna Szabados and requested that Pauline Lebel, Manager Licensing prepare a Briefing Note for him to present at the Council meeting in February.

He also said that he could not present the Briefing Note to Council due to the fact that the Council Agenda did not include this item for discussion. He said that Council had passed a Motion previously requesting that Engineers Canada refrain from any involvement in Educational Credential Assessments. Furthermore, he said that at the Council meeting that was held in November, he and Barna Szabados discussed the problematic ramifications of this initiative with Kim Allen and Paul Amyotte, President of Engineers Canada and they were told that Engineers Canada understood PEO views and would look into what could be done to avoid any negative implications regarding this matter. Santosh pointed out that Michael Price has also given a presentation to Council on what these negative implications could be.

He stated that although Engineers Canada initially agreed to adhere to the Motion passed by Council, they ignored their previous commitment and continued to proceed with their proposal of the Foreign Trained Engineers Educational Credential Assessment process. He said that he discussed this issue with George Comrie, Chair of the Licensing Committee and other PEO representatives on Engineers Canada Board and it was suggested that they would first raise this matter at the upcoming Engineers Canada Board Meeting. He stated that he did not have any update on the outcome of this discussion.

- (iii) The Sub-Committee discussed the composition of ERC interview panels for dual discipline Confirmatory applicants. It was agreed that arrangements could be made if there is a need for a third ERC member to participate in such interviews. Galal Abdelmessih is preparing a paragraph regarding the procedure to interview dual discipline Confirmatory applicants for inclusion in the ERC Manual.
- (iv) The PEO Taskforce on Continuing Professional Development provided David Kiguel with a questionnaire so that he could provide his comments. He stated that he responded to the questionnaire, however, he informed the Taskforce that his response does not represent the views of the ERC.
- (v) The Sub-Committee agreed to discuss the British Columbia Canadian Environment Experience proposal at the Sub-Committee Meeting on March 16<sup>th</sup> and he will give a report to the Committee at the next ERC Business Meeting.
- (v) ERC Committee comments on the Big Picture document have been collated and they will be sent to Council.
- (vi) He commented on his Annual Report of the activities of the ERC for the last year which he provided for the Annual General Meeting and the Council Meeting. He stated that the ERC assessed the experience of one thousand, one hundred and twenty applicants for licensure which was an increase of eleven percent over the past year. This includes six hundred and fifty-four applicants for the Confirmatory exam program of which approximately fifty-seven percent of these candidates had their exam program waived. In addition, he said that this percentage is consistent with findings in previous years. The ERC also conducted three hundred and ten Staff Referral interviews of which fifty percent of the applicants required additional experience. There were fifteen interviews for Limited Licence and eleven of these applicants demonstrated sufficient experience in their identified area of limitation. Santosh also said that the effort of the ERC assisted PEO in issuing professional engineering licences to two thousand, four hundred and eighty-five applicants. One thousand, six hundred and fifty-five applicants were from the CEAB program. This total is an increase of twenty-three percent over the previous year.
- (vii) He also reported that the ERC participated in the following activities:
  - Representatives of the ERC were appointed to the newly created Licensing Committee.
  - The ERC Manual Taskforce continues to work on the ERC Policy and Procedures Manual and the Sub-Committee continues to have interaction with the ERC Manual Taskforce.

- The ERC Sub-Committee provided input on the preparation of the Guide to the Required Experience for a Limited Licence and also developed guidelines for conducting Reinstatement interviews.
- The ERC members were involved in Registration Hearings as expert witnesses as required by the PEO Council.
- Nine new ERC members were trained to assist with the ERC interview process.
- On December 10, 2014, the ERC members participated in a half day training session on the Guidelines for Behavioural Based Interviews.
- ERC and ARC members are currently working to develop guidelines for Limited Licence Engineering Technologist applications until new Regulations for these applicants are implemented. Santosh Gupta stated that three members from the ERC and three members from the ARC will participate on this Taskforce and Lawrence Fogwill has also agreed to assist the ERC and ARC members to prepare the guidelines. The document should be completed by the end of March.
- Santosh Gupta reported that he and Councillor, Changiz Sadr communicated to Council at the last meeting, the difficulties that Licensing staff experience to arrange ERC interviews given the fact that the Tribunals and Regulatory Affairs department has been given priority to use one of the interview rooms. He stated that although their concern was raised, Council did not recommend a solution to resolve this issue.
- David Kiguel stated that the Review of the Clock Start Proposal from ARC which was presented by Barna Szabados at the ERC Business Meeting in December 2014 will be further discussed at the next Sub-Committee meeting.
- David Kiguel encouraged the Committee members who have not signed the Confidentiality Agreement which was distributed to them previously to do so and return it to Viktoria Aleksandrova, Committee Coordinator, Volunteer Management.
- David Kiguel reported that the Fairness Commission requires PEO to conduct a survey of applicants who participated in the ERC interview process. He said that Cam Mirza agreed to prepare a draft interview questionnaire survey and it was circulated to Santosh Gupta, David Kiguel and Pauline Lebel for review.
- Rishi Kumar questioned whether or not Council respect the concerns raised by the ERC regarding Engineers Canada Foreign Trained Engineers Educational Credential Assessments proposal and if PEO has an action plan in place if this program is established. The Chair reminded Rishi that Council had already addressed this matter at the meeting in November and passed a Motion requesting that Engineers Canada refrain from any involvement with the Engineers Credential Assessment Program. Rishi suggested that if Engineers Canada does not adhere to Council's request, PEO should cut financial contributions to them and a Motion should be prepared to send to Council indicating the concern of the ERC. The Committee discussed this issue in detail and determined that before a Motion could be prepared, there should be knowledge about PEO agreement with Engineers Canada. It was decided to further discuss this matter at the next ERC Business meeting.

- Jim Mc Connach requested a copy of the Chair's Annual report be circulated to all ERC members. Santosh Gupta recommended that Daniel Mandefro should email a copy of the document to the ERC members.

This item will be added to the ERC Actions List

5. Approval of Minutes of the December 10, 2014 Meeting

**MOTION:**

It was **moved** by Jim McConnach and **seconded** by Berta Krichker that the Minutes of the December 10, 2014 meeting be approved as amended.

**CARRIED**

6. Matter(s) and Action Items Arising from the Minutes and the Experience Requirements Committee Motions and Action Lists

Motions and Action Lists

Lawrence Fogwill stated that steps are being made to put together a communications plan regarding the Motions List item #3. He said that he will report any update at the next Business Meeting.

"It is proposed that s.51.1(1) 4 of Regulation 941 should continue to be interpreted and implemented by the ERC if that section also contained the following underlined words shown below:

"Successful completion of an assessment by the Experience Requirements Committee to confirm that the applicant has sufficient knowledge and understanding of the application of current laws, engineering codes and standards governing the practice of professional engineering, if the payments referred to in paragraph 1 are made in full more than two years after the cancellation."

Changiz Sadr commented on Motions List item #4 and suggested that a Motion should be drafted to be sent to Council regarding space concerns for ERC requirements. Santosh Gupta recommended that he and Rishi Kumar should draft the wording for the Motion and bring it for discussion at the next ERC Business Meeting.

"It was **moved** by Tom Murad and **seconded** by Tibor Palinko, that ERC Chair, Santosh Gupta, raise Committee concerns with the Registrar, regarding the priority given to Tribunals to use of Room 7A."

Matter(s) and Action Items Arising from the Minutes

Jim McConnach requested an update on Action List item #2. Lawrence Fogwill said that he will follow-up with Brian MacEwen to determine the status of the supporting document for reinstatement requirements and inform the Committee at the next Business Meeting.

"Draft supporting document outlining the reinstatement requirements."

This item will be added to the ERC Actions List.

Ravi Gupta stated that he discussed the issue of the Experience Clock Start Time for applicants with specific examinations (Action List item #4) with Barna Szabados and he indicated that this matter should be addressed by the ERC rather than the ARC. It was decided that the ERC Sub-Committee will review this issue.

“Provide feedback to ARC regarding Experience Clock Start Time for applicants with specific examinations.”

7. Deputy Registrar's Report

The Deputy Registrar reported that:

- He is a member of the Licensing Affairs Committee of Engineers Canada which is responsible for looking at the Engineers Canada Educational Credential Assessments proposal. He stated that there is a teleconference scheduled for the week of March 9<sup>th</sup> to further discuss this proposal.
- Pertaining to the APEGBC presentation at the ERC Business Meeting on December 10, 2014, regarding the pilot program on the Canadian Experience Environment Requirements for Licensure, he indicated that there is a meeting scheduled in conjunction with the upcoming CEQB meeting on April 10<sup>th</sup> to April 12<sup>th</sup> to observe the progress of the pilot program of Associations who are participating. He stated that PEO is not involved in the pilot program; however, we will attend the meeting to keep informed of the status of the program.
- There was an increase in the number of ERC interviews last year which is the highest level since 2006. He commended the ERC members and the staff involved for their efforts.
- Last year the number of applications reverted to the 2012 level. There were 4,621 applications which is about one percent higher than 2012 and it represents our highest level, other than 2013, since 1996.

The Committee members further discussed the issue of the ERC meeting room accommodation to conduct ERC interviews. David Kiguel suggested that a letter should be sent to the Registrar highlighting the ERC concern regarding this issue. Santosh Gupta requested that Michael Price assign someone to draft that letter which he and Changiz Sadr will sign on behalf of the ERC and send it to the Registrar.

This item will be added to the ERC Actions List.

8. Licensing Regulations Update

Michael Price Reported that Council approved changes to the Proposed Draft Regulations for Limited Licence applications and Certificate of Authorization at the Council meeting on February 6<sup>th</sup> and it is now awaiting approval by the Cabinet of the Provincial Government. He said that it is expected that this approval will occur in March; if it does occur, then the changes to the Draft Regulation related to the Limited Licence, the Engineering Technologist Title and the Certificate of Authorization would come into effect on July 1, 2015. However, if the changes to the Draft Regulations are not approved in March, then the effective date of July 1<sup>st</sup> will be changed to a later date.

9. Equity and Diversity On-line Training Module

Michael Price encouraged the ERC members who have not viewed the on-line module of the Equity and Diversity Policy Guidelines of Council to do so. He stated that the Ontario Fairness Commission Action Plan for PEO is that all volunteers of the ERC and the ARC should view this module. In addition, it is also included in the Strategic Plan which was approved by Council. Michael suggested that if anyone requires a copy of Rishi Kumar's presentation on Equity and Diversity that they should contact Daniel Mandefro.

Jim McConnach recommended that Daniel Mandefro should send communication to all ERC members to encourage them to view the module on Equity and Diversity and he should provide the web address so that they can access the module. David Kiguel suggested that he should also

request that the ERC members send their response acknowledging that they have viewed the module.

This item will be added to the ERC Actions List

10. ERC Procedures Manual Update

Ravi Gupta gave an update on the status of the ERC Procedures Manual. He said that Part A of the Manual is still being updated however; the revisions to Part B of the Manual will be circulated to the ERC members in order for them provide their feedback. Mohinder Grover also commented on changes that he had incorporated in Part B of the ERC Manual based on previous responses from the ERC members.

11. Adjournment

It was **moved** by Jim McConnach and **seconded** by Bill Jackson that the meeting be adjourned.

**CARRIED**

12. The meeting was adjourned at approximately 4:00 p.m.