



Minutes

A TELECONFERENCE MEETING of the CENTRAL ELECTIONS AND SEARCH COMMITTEE was held on Thursday, January 26, 2017 at 10:00 a.m.

Present: J. D. Adams, P.Eng., Chair [via teleconference – part of meeting]
G. Comrie, P.Eng., President
N. Fung, P.Eng.
J. Obaid, P.Eng.
H. Wojcinski, P.Eng. [part of meeting]

Staff: G. McDonald, P.Eng., Registrar [via teleconference]
S.W. Clark, LL.B. Chief Administrative Officer
and General Secretary
R. Martin, Manager, Secretariat
D. Smith, Director, Communications
D. Power, staff support

CALL TO ORDER Notice having been given and a quorum being present, the Chair called the meeting to order.

APPROVAL OF AGENDA Moved by N. Fung, seconded by J. Obaid:

That the agenda be approved as presented.

CARRIED

APPROVAL OF MINUTES FROM JANUARY 12, 2017 MEETING Moved by N. Fung and President Comrie

To approve the January 12, 2017 minutes as presented.

CARRIED

Responding to a query R. Martin advised that the complainant who cited alleged violation of election procedures has indicated that while he is not prepared to share the video of the December 9, 2016 Georgian Bay Chapter License Presentation Ceremony and year end dinner with CESC members, he would share it in person with the Chief Elections Officer. There has, however, been no follow up by the complainant on this matter. The Chair of the Georgian Bay Chapter has advised that there was no official video taken at the December 9th event and that no video was posted to the chapter website.

REVIEW OF COUNCIL TERM LIMITS TASK FORCE DRAFT REPORT

The Central Elections and Search Committee (CESC) reviewed the Council Term Limits Task Force (CTLTF) draft report and provided feedback which will be forwarded to the CTLTF for their consideration.

Action: A future agenda item for the CESC should be to the development of a skills matrix to assist the CESC with recruitment of potential candidates.

COMMUNICATIONS UPDATE FOR ELECTION PERIOD

D. Smith provided an update as follows:

January 3, 2017

- A Public Service Announcement was recorded by Chair Adams in December and posted on PEO website reminding members to vote and also providing some election details
- PEO's website was updated to include all of the candidate information including a 1,000-word material by those candidates who provided this information
- The website banners were updated to promote the fact that election information was available and to advise of the All Candidate meetings
- An eblast was sent to licence holders regarding available information and to advise of the All Candidate meetings

Other Activities

- Social media posts on LinkedIn, Facebook and Twitter with election material (ongoing)

Week of January 9, 2017

- All Candidate meetings were hold January 9, 10 and 11 with reminders sent before and during the meetings to members
- Recordings of the All Candidate meetings were posted to PEO's website on January 13th and have since been added to PEO's YouTube channel. The All Candidate meetings are also being promoted on PEO's social media channels and the discussion forum

Week of January 16, 2017

- The first eblast was sent with a preamble which included specific dates related to the election
- The January/February issue of Engineering Dimensions was distributed which included all of the Candidate Statements via a special elections insert

Week of January 23, 2017

January 26th is the deadline for submission of the second eblast material.

Although not a function of Communications, D. Smith advised that reminders will be sent out each Monday to those members who have not voted. Members will no longer receive these reminders once they have voted.

S. Clark advised that the voice broadcast launching the election had an 86% success rate of calls going through which the provider indicates is

excellent. There were seven contacts regarding the voice broadcast. S. Clark explained that all of these are not necessarily complaints, some could be hang ups. This is a great improvement over 2016 in which dozens of contacts were received.

In response to a query regarding stats on the viewership of the All Candidate meetings R. Martin advised that while the stats for the live broadcast are available, the stats for the re-recordings will not be available until after the election is complete. Complete statistical data for viewings of the live and recorded broadcasts for 2016 vs. 2017 will be made available to the CESC once available.

H. Wojcinski noted that communication material coming from OSPE candidates must be consistent with a specified font size, etc. so that all formatting is the same. D. Smith replied that all eBlast material must be submitted in Arial font 11. S. Clark advised that this item will be added to the Issues Report.

H. Wojcinski referred to several complaints that have been submitted regarding Chapters noting that the role played by Chapters regarding the elections is important and should be clarified. R. Martin noted that President Comrie has suggested a session regarding this be added to the September Regional Congress meeting agenda. This item will also be added to the Issues Report.

Action: R. Martin will add “Consistency of Communication Material from Candidates” and “The Role of Chapters Regarding the Elections” will be added to the Issues Report.

2016 OUTSTANDING ISSUES REPORT ITEMS

Due to time constraints this item was deferred to the next meeting. S. Clark explained that the three outstanding items from the 2016 Issues Report call for the CESC to conduct a policy review.

Action: R. Martin will add “2016 Outstanding Issues Report Items” to the next CESC meeting agenda.

CANDIDATE PUBLICITY MATERIALS FOR PUBLICATION

A copy of the OSPE 2016 Nomination Form was included in the agenda package at the request of H. Wojcinski. She noted that this form includes a format template for candidates to use for their candidate statements. President Comrie noted that while there should be some latitude, PEO should be able to verify basic information submitted by candidates and that this requires further discussion.

DATE OF NEXT MEETING

Action: R. Martin will send out a doodle poll to committee members for meeting dates during the last week of February or first week of March noting that Wednesdays and Thursdays are preferred.

There being no further business, the meeting concluded.

These minutes consist of four pages.

D. Adams, P.Eng., Chair

S.W. Clark, LL.B., Chief Administrative Officer and
General Secretary