



Minutes

A MEETING of the CENTRAL ELECTION AND SEARCH COMMITTEE was held on Thursday, March 1, 2018 at 6:00 p.m.

Present: T. Chong, P.Eng., Chair
B. Dony, P.Eng., President
G. Comrie, P.Eng. Past President
N. Fung, P.Eng. [via teleconference]
J. Obaid, P.Eng. [via teleconference]
H. Wojcinski, P.Eng. [via teleconference]

Staff: S.W. Clark, LL.B. Chief Administrative Officer
and General Secretary
D. Smith, Director, Communications
R. Martin, Manager, Secretariat
D. Manico-Daka, Manager, Information Technology
D. Power, Secretariat Administrator

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

APPROVAL OF AGENDA Moved by President Dony, seconded by G. Comrie:

That the agenda be approved as presented.

CARRIED

APPROVAL OF MINUTES FROM NOVEMBER 21, 2017 AND FEBRUARY 5, 2018 OPEN SESSION MEETINGS Moved by President Dony, seconded by J. Obaid:

To approve the November 21, 2017 and February 5, 2018 open session minutes as presented.

CARRIED

MATTERS ARISING FROM THE MINUTES G. Comrie noted that the CESC recommendation to re-instate experience requirements in future elections for the offices of Vice President and President was still pending and that the next step would be for the CESC to bring this forward to Council at a future meeting. This should remain as an open item.

ELECTRONIC SIGNATURE DEMONSTRATION D. Manico-Daka provided an overview of three service provider solutions for electronic signatures for the election nomination petition form. A copy of the presentation was provided prior to the meeting. Hellosign and DigiSigner provide a basic solution for free with the option to pay for additional features. Adobe Sign requires a paid subscription. There are no program downloads required for any of the options. The form can be signed using one of three options, downloading a picture of the signature,

typing in the name or using a stylist pen.

There is a limit of three documents per month per user account for Hellosign and DigiSigner. D. Manico-Daka noted that the nomination petition form would count as one document, regardless of the number of signatures. Adobe Sign would require a paid account for each candidate. Cost is \$9.99 US per month, per candidate or \$199.88 US per year, per candidate.

The election nomination petition form can be pre-populated with available information, i.e. name of nominator, address, etc.

Concern was expressed regarding Adobe Sign wherein there is a field requiring date of birth.

Action: D. Manico-Daka will provide detailed step by step information regarding the electronic signature process. R. Martin will work with D. Manico-Daka to set up a mock scenario/trial run so that committee members can participate in order to gain a better understanding of the different programs and how they work.

METHOD OF DELIVERY OF CREDENTIALS FOR THE 2019 COUNCIL ELECTION

Following discussion there was general consensus that there would be no change to the method of delivery of credentials for the 2019 Council election. Past President Comrie suggested that the CESC review the two-step voting process used by the College of Teachers to use as a model.

S. Clark described the challenges with sending out the 2018 voting credentials due to increased ISP and SPAM filters. ISPs are stepping up security measures regarding mass emails which, in some cases, resulted in the credentials being sent to junk mail, etc. The Official Elections Agent has indicated that this will continue to be a challenge. In order to manage the situation for the 2018 election, Secretariat staff worked with the Official Elections Agent to send the emails out randomly and in smaller batches over a 24 hour period rather than all at once. While this resulted in a longer timeline for voters to receive their credentials, it addressed the ISP issues.

President Dony suggested messaging on PEO's website going forward to inform voters that while voting starts at 12 noon, they should not expect to receive their credentials immediately due to increased ISP and SPAM filters.

RETURN TO A TWO-STAGE NOMINATION PROCESS

Past President Comrie reviewed the return to a two-stage nomination process advising that prior to the 2007 Council elections, PEO followed a 2-stage nomination process for Council elections. Under that process, the Central Nominating Committee and the five Regional Nominating Committees (constituted in June of each year) prepared a slate of candidates for all positions, and published that list mid-fall to the membership. These candidates were nominated by the respective

Nominating Committee, and were not required to obtain signatures from other nominees. Once the list of nominated candidates was published, Association members were given a further period of time (until mid-December) to nominate other candidates using nomination forms and signatures (in those days, 50 signatures were required for each nomination) similar to those in use today. In the candidate materials circulated with the ballots at the time of voting (in February), candidates were identified as having been nominated either by the relevant Nominating Committee or by “members in accordance with the Regulations”.

Late in 2006, Council abandoned this 2-stage nomination process in favour of the single-stage process in use today, whereby all candidates were nominated by members, with a reduced signature requirement (15 signatures). This change was recommended by an Election Reform Task Force, on the grounds that it removed a perceived bias in favour of candidates nominated by the nominating committees over those nominated by members, potentially giving the former some sort of “official status”.

Past President Comrie noted that, while the change to a single-stage nomination process clearly addressed the concern that all candidates appear to have the same nomination status, it introduced some unintended consequences for the election process, namely:

- It made the number of candidates being nominated a completely random variable up until the final deadline for nominations in December. Under the previous system, the Nominating Committees ensured that there were at least two viable candidates for each office. Under the current process, it is impossible for anyone to know for sure how many candidates there will be for a given position until the final deadline. This risks that there may be an acclamation (or no candidate at all), with no opportunity to address the deficiency. (In the past several years we have seen as many as 5 Council seats filled by acclamation in a single election.) At the other extreme, because potential candidates do not know who else is running until all nominations are filed, there may be an excessive number of candidates for a given position. (Witness this year’s election for one Councillor-at-Large seat from among eight candidates.)
- There is no longer any pre-screening of candidates. Under the previous system, the Nominating Committees met to identify potential candidates who had demonstrated appropriate leadership skills, commitment, and other qualifications that would lead them to believe these individuals would contribute effectively to Council. Contrast that with our current system in which self-nominated candidates circulate amongst members at the CLC/OPEA weekend

collecting nomination signatures from people who don't know them and can't vouch for their abilities.

- It rendered the Election and Search Committees ineffective and unnecessary. In many recent years, the CESC has simply sat on its hands and watched while nominations came in from the grass roots.
- It effectively eliminated the succession planning that took place under the former system.

Past President Comrie recommended that PEO return to a 2-stage nomination process.

S. Clark referred to the Terms of Reference for the Succession Planning Task Force (SPTF) which will be presented to Council at its March meeting. He pointed out excerpts from the Skills Development heading under Key Duties and Responsibilities which indicate that the Central Election and Search Committee is to Identify the skills and experience that the best Councillors would exhibit and develop skills competencies matrix to support candidate search activities by the Committee.

Following discussion, it was concluded that the majority of committee members were in favour of a skills matrix and succession planning but not the 2-stage nomination process. There was concern that individuals who were not nominated would be alienated and that a nominating committee would be too subjective. On the other hand, having multiple candidates promotes the democratic process.

The committee was in favour of the two years' experience requirement for executive positions on Council, i.e. Vice President and President noting that this would be helpful in succession planning. H. Wojcinski suggested that the Skills Matrix be published, defining the roles of the Vice President and President so that potential candidates are aware of what these roles entail. She also suggested that candidate attendance records, voting record and what motions individuals brought forward and were successful in passing would be helpful information for voters when casting their votes.

Action: Staff will pull together material regarding the two years' experience requirement noting that this requires a Preliminary Regulatory Impact Assessment (PRIA).

OTHER BUSINESS

Responding to President Dony's inquiry regarding a 2018 election debriefing, R. Martin advised that the main agenda topic for the April 10th CESC meeting will be the review of the Issues Report. This report will be reviewed and edited as necessary during that meeting. Committee

members were asked to provide R. Martin with any issues they would like added to the report. The Issues Report will then be presented to Council at its June meeting for approval along with the Election Publicity and Voting Procedures.

Action: Committee members were asked to submit Election Issues to Ralph Martin as soon as possible for inclusion in the Issues Report to be discussed at the April 10, 2018 CESC meeting.

NEXT MEETING

The next scheduled meeting at is April 10, 2018 at 5:30 p.m.

There being no further business, the meeting concluded.

These minutes consist of five pages.

T. Chong, P.Eng., Chair

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