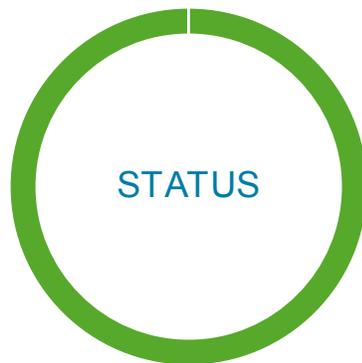




Executive Report

May 29, 2015 - Aug 28, 2015

Organization Status & Progress



■ 100.0% On Track



- 31.8% Completed
- 23.1% In Progress
- 44.7% Upcoming
- 0.4% Discontinued

Report Summary

Strategic Plan Update #2

As of June 9, 2015, of the 98 Strategies identified in the Strategic Plan, 7 (4) have been completed, 80 (66) are in progress and 11 (28) have yet to commence.

In terms of Activities associated with specific Strategies, 31.8% (12.1%) of these have been completed, another 23.1% (21.7%) of the Activities are in progress, and 44.7% (66.2%) of the Activities have yet to commence.

All Activities in progress are deemed to be "On Track" at this point.

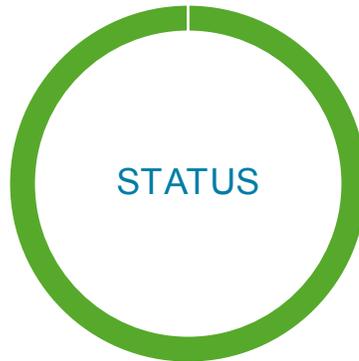
(n.b. numbers in brackets represent the totals from the previous update report)

Status:	■ On Track	■ Some Disruption	■ Major Disruption	■ No Update	
Progress:	■ Overdue	■ In Progress	■ Upcoming	■ Completed	■ Discontinued

Strategic Objective 1

Owner: Michael Price

PRACTITIONERS - Public interest is enhanced through ensuring qualified applicants are licensed to practise professional engineering and that practitioners are competent and ethical



■ 100.0% On Track



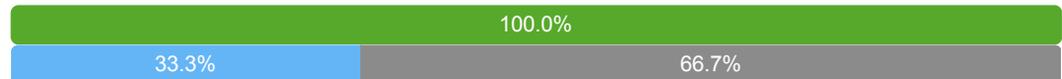
■ 42.8% Completed
■ 11.1% In Progress
■ 46.1% Upcoming

Strategy Updates

Strategy 1.1

Owner: Johnny Zuccon and Bernard Ennis

Introduce two performance standards related to Tower Cranes and Supervising & Delegating. Establish these in regulations and promote their use



May 29, 2015 12:14:34 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Drafts documents are on hold pending consideration of how to overcome the identified limits in PEAct authority. This strategy is not expected to be completed by December 2015 because of resource limitations with Elliot Lake work.

Strategy 1.2

Owner: Michael Price and Pauline Lebel

Engage an assessment expert to review the ERC interview process for applicants that have been referred by the ARC



Jun 04, 2015 16:22:29 by Pauline Lebel (Manager, Licensure)

Have received quotes from 3 consultants and are currently reviewing them with the Deputy Registrar

Strategy 1.3

Inactive

Owner: Michael Price and Moody Farag

Establish process to close Inactive files in a timely manner

100.0%

May 28, 2015 16:17:57 by Michael Price (Deputy Registrar, Licensing and Finance)

Definition of "inactive files": (100% Completed) Definition of inactive files was completed and approved.

Project to be completed Q4 2015

Strategy 1.4

Owner: Michael Price and Moody Farag

Provide information to prospective applicants through increased seminars and webinars

25.0%

75.0%

May 28, 2015 16:19:28 by Michael Price (Deputy Registrar, Licensing and Finance)

Identify partners: (100% Completed) Partners were identified:

Skills for Change

Toronto District School Board

Ontario Society of Professional Engineers

Conestoga College

ACCES

McMaster B.Tech Program

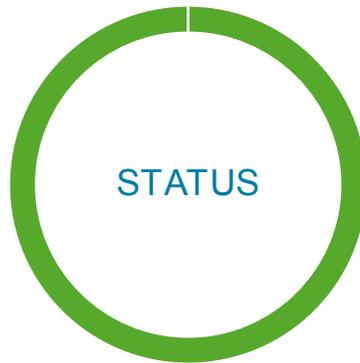
Seneca College

Approach organizations and provide seminars by end of 2015

Strategic Objective 2

Owner: Johnny Zuccon

PRACTITIONERS - Public recognition is increased through ensuring that titles, designations, certificates and marks are issued to qualified applicants and entities



■ 100.0% On Track



■ 44.0% Completed
■ 8.3% In Progress
■ 47.6% Upcoming

Strategy Updates

Strategy 2.1

Owner: Bernard Ennis, Johnny Zuccon, and Jose Vera

Conduct reputation survey to determine attitudes of licence holders and stakeholders towards PEO for ongoing project of enhancing public recognition



May 29, 2015 12:15:32 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Ipsos Reid is currently conducting the survey. Report to follow. Strategy is still on track to complete by end of December 2015.

Strategy 2.2

Owner: Connie Mucklestone

Develop and implement communications plan around the LET/LL and C of A regulation changes to independent practice



May 29, 2015 15:49:18 by Connie Mucklestone (Director, Communications)

Communications Plan developed and signed off. PEO-branded copies of amended Regulation 941 and PEA, incorporating April 2 amendments and showing amendments to be effective on July 1, 2015, were included in delegate packages at AGM. Text of amended sections was published in the Gazette section of Engineering Dimensions, May/June 2015 issue, which was distributed on May 20. Media release distributed April 13 included quote from OACETT president, and was posted to PEO website. OACETT distributed a message to its members simultaneously. FAQs were available on PEO's website to coincide with media release. Release distributed to other provinces' engineering regulators through Engineers Canada.

Revised limited licence and certificate of authorization forms were approved by Council on April 26

and published to the website on April 28. The Guide to the Required Experience for a Limited Licence in Ontario has also been published to the website. Strategy expected to be completed by June 2017.

Strategy 2.3

Owner: Connie Mucklestone

Develop and implement a targeted communications plan to encourage internationally trained engineers to become licensed

25.0%

75.0%

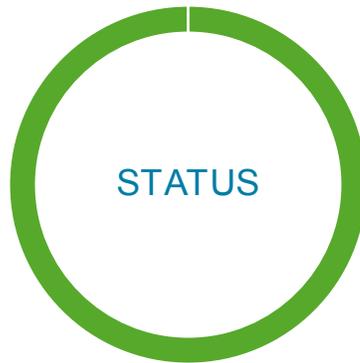
May 29, 2015 15:51:20 by Connie Mucklestone (Director, Communications)

Review of news articles/reports from the past year concerning licensing of international engineering graduates in Ontario to gauge current knowledge of and attitudes towards the process has been completed. A review of previous communications plans on the Financial Credit Program and licensure uptake is in progress. Currently researching updated data on licensure uptake by international engineering graduates and relevant immigration statistics from the past five years. Plan is scheduled to be developed by June 30, following which implementation as possible within current budget and budgeting for 2016 plan activities is scheduled to begin. Strategy is expected to be completed by July 2017.

Strategic Objective 3

Owner: Johnny Zuccon

PRACTITIONERS - Members regard PEO as their trusted advisor and advocate in matters of professional practice



■ 100.0% On Track



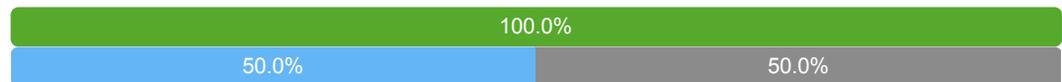
■ 50.0% Completed
■ 25.0% In Progress
■ 25.0% Upcoming

Strategy Updates

Strategy 3.1

Owner: Johnny Zuccon and Jose Vera

Produce an educational program to inform members about the role of the PSC and the services that Practice Advisory can offer to practitioners, and promote their use



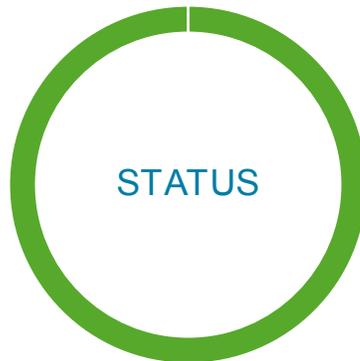
May 29, 2015 12:15:55 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Delayed to accommodate Consulting Engineers Ontario schedule. Still on program to complete by December 2015.

Strategic Objective 4

Owner: Johnny Zuccon

REGULATORY FRAMEWORK - Elliot Lake Commission of Inquiry recommendations are earnestly implemented



■ 100.0% On Track



■ 21.2% Completed
■ 33.5% In Progress
■ 45.3% Upcoming

Strategy Updates

Strategy 4.1

Owner: Johnny Zuccon and Jose Vera

Develop a Performance Standard for structural inspections of existing buildings which will require the production of a Structural Adequacy Report. (Recommendations 1.4 and 1.6)

100.0%

May 29, 2015 12:17:02 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Structural Assessments Sub-Committee will begin working on this once the public consultation on the Guideline, Structural Assessments of Existing Buildings is complete. It is anticipated that the guideline document for consultation will be ready by end of summer. Strategy is dependent on sub-committee work and is anticipated to be fully completed by December 2016.

Strategy 4.2

Owner: Johnny Zuccon and Bernard Ennis

Develop a regulation for a structural engineering specialist title. (Recommendation 1.5)

100.0%

25.0%

50.0%

25.0%

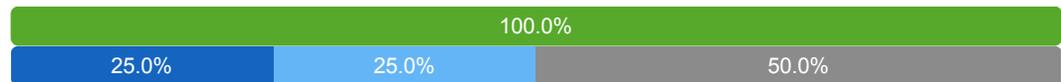
May 29, 2015 12:18:40 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Member attitude survey results are in and report will be provided to Council at the June Workshop. The public attitude survey is underway. Council report to determine direction for the specialist designation/exclusive scope of practice will be part of September's Council meeting. Strategy is dependent on Council direction to proceed and option chosen. Likely not to be fully completed by December 2015.

Strategy 4.3

Owner: Johnny Zuccon and Jose Vera

Develop a Performance Standard that will require P.Eng.s to make available, on request, any records in their possession or control related to the structural integrity of a building (Recommendation 1.21)



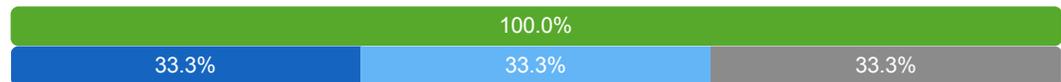
May 29, 2015 12:19:24 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Pursuant to Council's February directive, a legal opinion has been obtained. Next steps will include consultation with practitioners to determine the types of records normally available and purposes for which they may be retained. Progress continues and expect to complete strategy by December 2015.

Strategy 4.4

Owner: Johnny Zuccon and Bernard Ennis

Develop a Performance Standard instructing P.Eng.s that the contents of an engineering report, or draft report, including a Structural Adequacy Report, should not be altered simply because the client requests that it be changed. Rather, any alteration of an engineering report, or draft report, should be based on sound engineering principles or changed facts. (Recommendation 1.23)



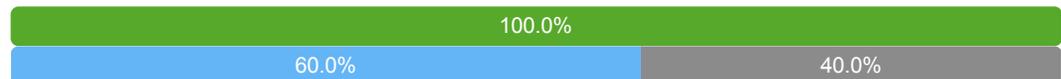
May 29, 2015 12:20:18 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Council has directed the Practice Standards Committee to determine how best to accomplish this. On the PSC agenda for July. Expect to complete this strategy by end of November 2015.

Strategy 4.5

Owner: Johnny Zuccon and Bernard Ennis

Under the direction of the CPDCQA Task Force, prepare a plan for a comprehensive program of continuing professional development and quality assurance with a strong focus on competency. (Recommendation 1.24)



May 29, 2015 12:22:50 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Vendor selected (Ipsos Reid). Task Force has met with vendor and revised Terms of Reference. Survey questionnaire being developed. Task Force has decided that survey of Employers, Clients and Regulators is unnecessary. Strategy to bring comprehensive program to Council in November 2015 is expected to complete this strategy.

Strategy 4.6

Owner: Johnny Zuccon and Sal Guerriero

Develop a regulation requiring practitioners to advise clients of any suspensions or revocations of their licences, and the reasons therefor, that arise out of disciplinary actions resulting from specific circumstances. (Recommendation 1.25)



May 29, 2015 12:24:13 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Identified that Notice of suspensions may be done using regulation making powers; or by PEO requesting an Order at the relevant disciplinary hearing.

Identified that Notice of revocations may be done by PEO requesting an Order at the relevant disciplinary hearing.

Identified revocations may require an Act change to provide regulation-making authority.

No external legal opinion is required. A meeting with legislative counsel to discuss whether the existing regulation making powers under s.7 of the PE Act can achieve Notices regarding suspensions and revocations as duties on members after a discipline hearing will be sought.

Waiting for a meeting date with AG office to discuss regulation proposals.

Once meeting with Legislative Council is set and feedback obtained, a BN to Council will be filed. Strategy is expected to be fully completed by end of December 2015.

Strategy 4.7

Owner: Linda Latham and Alan Zimmermann

Make available specific disciplinary information on the PEO website in a format readily and easily searchable by the name of a practitioner. (Recommendation 1.26)



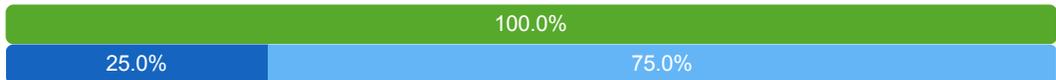
May 28, 2015 18:02:26 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Discipline information to be searchable on website by spring 2016.

Strategy 4.8

Owner: Johnny Zuccon and Bernard Ennis

Define, in regulation or legislation, as may be required, the roles and responsibilities of a "Prime Consultant". (Recommendation 1.27)



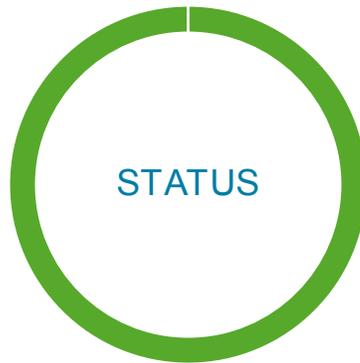
May 29, 2015 12:26:02 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Item to be on PSC agenda for June meeting. Pending meeting with OAA and MMAH will then provide information for a Terms of Reference for subcommittee to carry out the work. Strategy is expected to be fully completed by end of December 2015.

Strategic Objective 5

Owner: Johnny Zuccon

REGULATORY FRAMEWORK - Regulations, standards and guidelines are produced through an evidence-based, integrated and streamlined policy-making process



■ 100.0% On Track



■ 56.0% Completed
■ 20.6% In Progress
■ 23.4% Upcoming

Strategy Updates

Strategy 5.1

Owner: Johnny Zuccon and Jordan Max

Develop and implement an evidence-based regulatory policy development program for staff and committees, including training, tools, and coaching



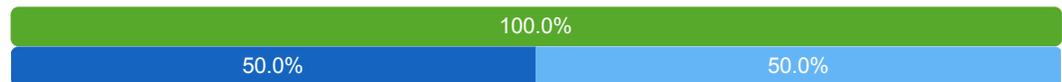
May 29, 2015 12:27:05 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Evidence Based Regulatory Policy Development educational package has been developed and offered to PEO staff. It is available for volunteers. Work continues on establishing the list of external regulatory stakeholders. Strategy is expected to be fully completed by end of December 2015.

Strategy 5.2

Owner: Johnny Zuccon and Bernard Ennis

Reorient OCEPP operations to focus on workshops that will gather evidence for regulatory policy development purposes



Jun 10, 2015 13:09:51 by Gerard McDonald (Registrar)

Document titled OCEPP Future; Appraisal of Options has been produced and will be part of a presentation slide package for the Council June Workshop. Depending on Council go forward decision, this strategy will be fully completed by end of October 2015.

Strategy 5.3

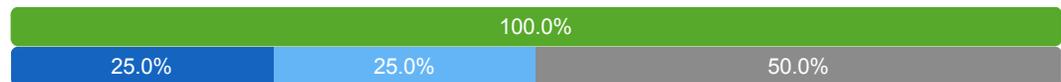
Owner: Johnny Zuccon

Establish proactive relationships with key ministry officials to help promote regulatory initiatives**May 29, 2015 12:30:16 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)**

Draft brochure has been produced. Work continues to identify the key staff are relevant ministries. Next steps is to initiate contact directly and set up initial meetings. The activities associated with this strategy will be completed by end of December 2015,

Strategy 5.5

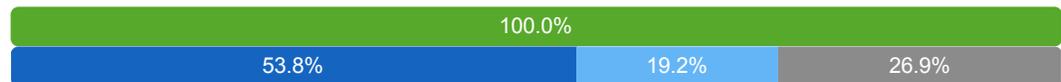
Owner: Johnny Zuccon and Jordan Max

Develop a mechanism to identify regulatory gaps in the Professional Engineers Act and monitor political environment for opportunities to introduce amendments**May 29, 2015 12:31:10 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)**

Working with Legislation Committee to establish and develop protocols for handling proponents' Act change requests. On the June LEC agenda. Strategy is expected to be fully completed by end of November 2015.

Strategy 5.6

Owner: Linda Latham and Marisa Sterling

Review strength of rationale for repealing the industrial exception**Jun 03, 2015 19:17:13 by Gerard McDonald (Registrar)**

Collect relevant accident data: (15% Completed)Court documents for top 2 cases are being collected

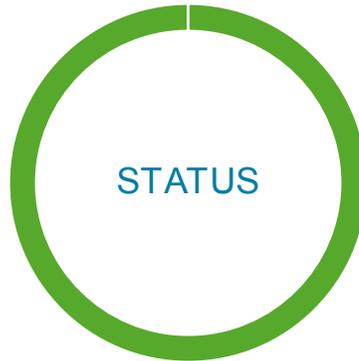
Survey voluntary compliance companies: (15% Completed)Draft survey written & determining which voluntary compliant companies would be willing to complete survey.

Update to be provided to Council at its June meeting, final presentation to Council to be made in November.

Strategic Objective 6

Owner: Michael Price

REGULATORY FRAMEWORK - Licensing is based on levels of competence



■ 100.0% On Track



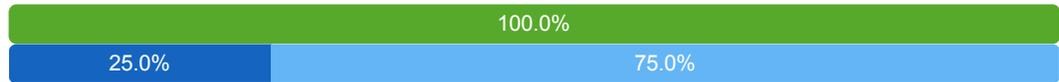
■ 16.7% Completed
 ■ 39.2% In Progress
 ■ 44.1% Upcoming

Strategy Updates

Strategy 6.1

Owner: Michael Price

Contribute to Engineers Canada initiatives to address maximization of common standards in issues of national interest



May 28, 2015 16:22:11 by Michael Price (Deputy Registrar, Licensing and Finance)

Attend Engineers Canada National Admissions Officials Meetings: (75% Completed) Approved Draft Agenda April 25

Monitor Engineers Canada Educational Credential Assessment Proposal : (67% Completed) Observed at April 30 Meeting

Framework for Regulation Consultation: (100% Completed) Have consulted with Diane Freeman, Chair of the National Framework Task Force and have agreed that the NFTF would be the appropriate vehicle for PEO consultation on the EC Framework for Regulation Bring forward concerns to CEQB and monitor ECA proposal through Licensing Affairs Committee to be completed by June 30,2015

Strategy 6.2

Owner: Michael Price and Pauline Lebel

Contribute to APEGBC Canadian Environment Experience Requirement Project Steering Committee and assess recommendations for potential implementation



May 26, 2015 17:14:55 by Michael Price (Deputy Registrar, Licensing and Finance)

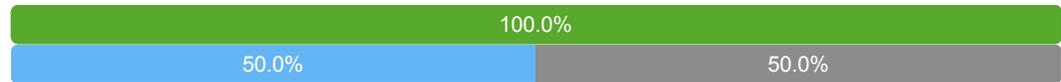
Continue to participate in APEGBC Canadian Environment Experience Steering Committee: (20% Completed) Meeting with National Admissions Officials on April 11, 2015

Review pilot results from other provinces and determine appropriate recommendation for Council's consideration by Q3 2016.

Strategy 6.3

Owner: Michael Price and Moody Farag

Articulate, in coordination with the ARC, the expectations and requirements of accreditation



May 28, 2015 17:14:48 by Michael Price (Deputy Registrar, Licensing and Finance)

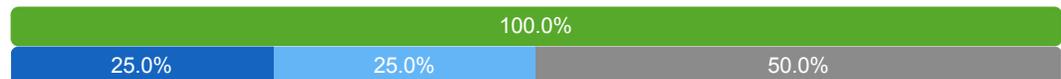
Establish an ARC subcommittee: (50% Completed) March 27 Council Meeting considered and passed Exams for all Position Paper

After information collection, previous proposals for long term vision to be reviewed by September 30, 2015

Strategy 6.4

Owner: Michael Price

Analyze, in coordination with the ARC, the utility of the "looking to exempt" designation of Washington Accord Applicants



May 28, 2015 17:16:54 by Michael Price (Deputy Registrar, Licensing and Finance)

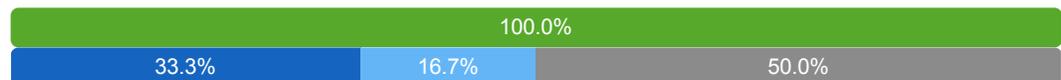
Attend Licensing Affairs Committee Meeting: (33% Completed) Reviewed latest ECA project status at April 30 teleconference

Advise ARC of current CEQB position and implement ARC recommendations by December 31, 2015

Strategy 6.5

Owner: Michael Price

Conduct a policy review of Canadian experience requirements, technical exam programs and national mobility



May 28, 2015 17:19:24 by Michael Price (Deputy Registrar, Licensing and Finance)

Licensing Committee - Canadian Experience Paper: (100% Completed) Draft Canadian Experience Paper reviewed by Licensing Committee at April 30 meeting and forwarded to Communications for editing

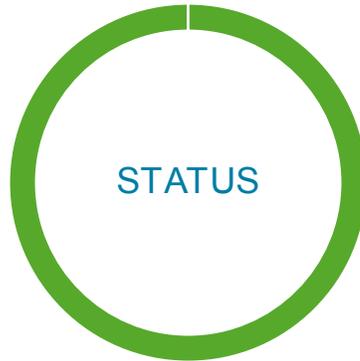
Licensing Committee Exams Paper: (75% Completed) Committee reviewed paper at its April 30 Meeting and forwarded it to Communications for editing

Through Licensing Committee prepare Briefing Note for September 2015 Council Meeting

Strategic Objective 7

Owner: Linda Latham

REGULATORY FRAMEWORK - The complaints process is optimized, balancing transparency, fairness and timeliness



■ 100.0% On Track



■ 16.1% In Progress
■ 83.9% Upcoming

Strategy Updates

Strategy 7.1

Owner: Linda Latham

Establish targets for the timelines associated with the various types of files and activities that investigations require and report on target achievement

100.0%

May 28, 2015 18:36:17 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Work to begin in fall of 2015.

Strategy 7.2

Owner: Linda Latham

Develop a system to monitor and report discrete complaint investigation steps against the established targets

100.0%

May 28, 2015 18:36:42 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Work to begin in fall of 2015.

Strategy 7.3

Owner: Linda Latham and Ken Slack

Develop revised publicly available Complaints Guide reflecting current complaint and investigation processes

100.0%

25.0%

75.0%

May 28, 2015 18:38:00 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Develop first draft for review.: (30% Completed) Review current draft for tentative revisions due to (pending) amendments to Regulation 941/90.

New draft to be in place early 2016.

Strategy 7.4

Owner: Linda Latham and Ken Slack

Develop internal complaints procedures manual



May 28, 2015 18:50:41 by Linda Latham (Deputy Registrar, Regulatory Compliance)

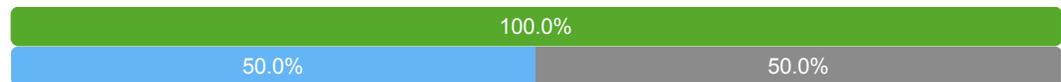
Development of manual structure/table of contents assigned to staff investigator.: (30% Completed)

First draft manual to be prepared in winter 2016, finalized by end 2016.

Strategy 7.5

Owner: Linda Latham

Implement new COC Decision and Reasons template for COC non-referral decisions



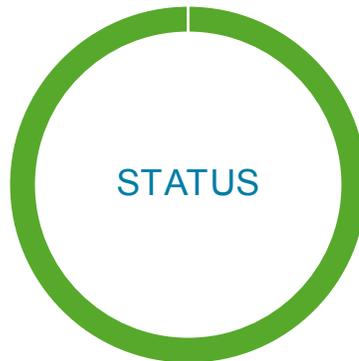
May 28, 2015 18:51:22 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Committee Vice Chair to develop template for lead reviewer presentation of files.: (25% Completed) Draft template underway. New COC Decision template to be put into use by year end 2015.

Strategic Objective 8

Owner: Linda Latham

REGULATORY FRAMEWORK - The practice and title-provisions of the Professional Engineers Act are judiciously enforced and continuously improved



■ 100.0% On Track



■ 23.6% Completed
 ■ 18.5% In Progress
 ■ 47.9% Upcoming
 ■ 10.0% Discontinued

Strategy Updates

Strategy 8.1

Owner: Linda Latham and Marisa Sterling

Categorize all enforcement inquiries by source of allegation and violation type



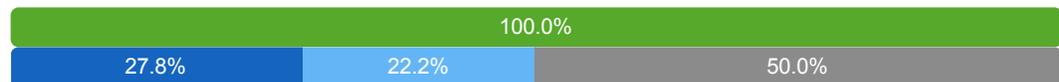
May 28, 2015 18:53:38 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Categorize: (100% Completed) Building on the tracking currently in place, additional categories for tracking enforcement inquiries and files have been created, and a more robust tracking system has been developed. The system is more labour intensive. Aptify Phase II can help alleviate this additional workload, but in the meantime the tracking will be done using MS Excel. It is anticipated that the tracking will begin on June 1, 2015.

Strategy 8.2

Owner: Linda Latham and Marisa Sterling

Develop key performance indicators (KPIs) of enforcement activity.



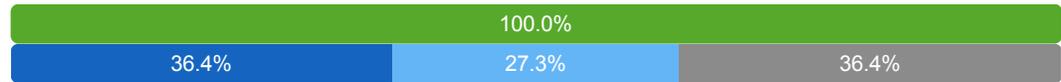
May 28, 2015 20:38:10 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Develop operational KPIs: (100% Completed) Two operational KPIs established: one looking at improving the substance of potential violations reported and the second looking at improving the ratio of positive violation resolutions. To implement these KPIs will rely partially on Aptify launching to provide the tracking information required in the most efficient way.

Strategy 8.3

Owner: Linda Latham and Marisa Sterling

Develop new enforcement activity report



May 28, 2015 18:56:13 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Revise report: (100% Completed) Enforcement activity report was revised with new measurements and included in the 2014 PEO Annual Report. Feedback on revised report now being collected.

Strategy 8.4

Owner: Linda Latham and Marisa Sterling

Revise enforcement policy and procedures manual



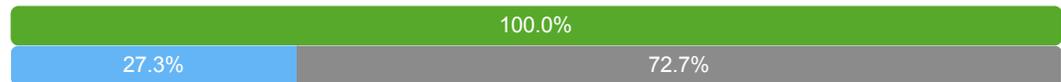
May 28, 2015 18:57:08 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Gap analysis to evaluate current enforcement policies for gaps and relevancy now underway. Review to be completed by year end.

Strategy 8.5

Owner: Linda Latham and Marisa Sterling

Develop criteria to assess and prioritize enforcement violations and link them to associated degrees of prosecutorial action



May 28, 2015 19:08:49 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Establish public risk criteria: (5% Completed) Collecting public risk and impact information for recent enforcement cases to help establish criteria
Decision Aid to assist in prioritizing enforcement violations to be developed in 2016.

Strategy 8.6

Owner: Linda Latham and Marisa Sterling

Carry out root cause analysis of obstacles to enforcement prosecutorial success



May 28, 2015 19:11:12 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Collecting 2014 enforcement case history information.
Any obstacles to successful prosecution to be identified in late 2015 so action plans can be identified in 2016.

Strategy 8.7

Inactive

Owner: Johnny Zuccon and Bernard Ennis

Communicate intent of 2014 changes to the Building Code Act to building officials and monitor compliance



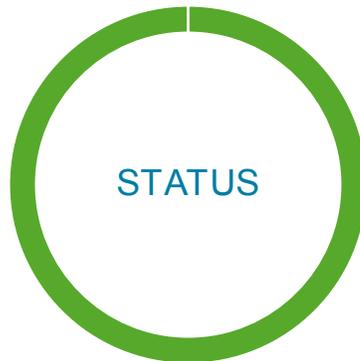
May 29, 2015 12:31:36 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

As directed by councillors, Brown, King and Roney, PEO did not cede to the MMAH request to have the joint OAA-PEO Bulletin that included the table on the design work allocations between architects and professional engineers, placed as an "appendix" in the Building Code, this strategy is discontinued. Strategy is stopped work is done.

Strategic Objective 9

Owner: Johnny Zuccon

REGULATORY FRAMEWORK - Tribunals employ accepted smart practices in all operations and are seen to be independent and fair



■ 100.0% On Track



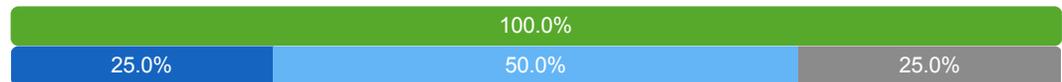
■ 25.0% Completed
■ 50.0% In Progress
■ 25.0% Upcoming

Strategy Updates

Strategy 9.1

Owner: Johnny Zuccon and Sal Guerriero

Establish and implement enhanced practices for all PEO Tribunals



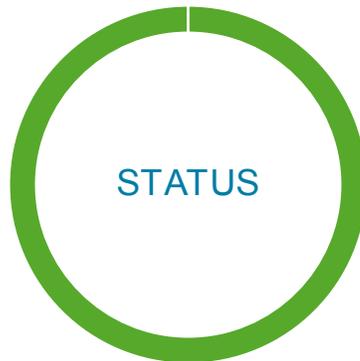
May 29, 2015 12:32:12 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

The concept of Practice Directions utilized by other regulatory bodies has been proposed to the Registration Committee and will also be a subject of discussion for the Discipline Committee meeting in late June. These will be posted on the Tribunals webpage once approval has been obtained. Strategy is expected to be fully completed by end of December 2015.

Strategic Objective 10

Owner: Johnny Zuccon

STAKEHOLDERS - Engage key regulatory ministries and industry in engineering public policy development



■ 100.0% On Track



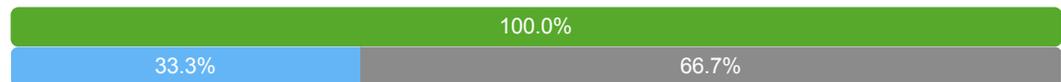
■ 33.3% In Progress
■ 66.7% Upcoming

Strategy Updates

Strategy 10.1

Owner: Johnny Zuccon and Bernard Ennis

Work with various PEO units and external stakeholders to further the aim, expressed in Council position, of introducing professional design coordination into the Ontario Building Code



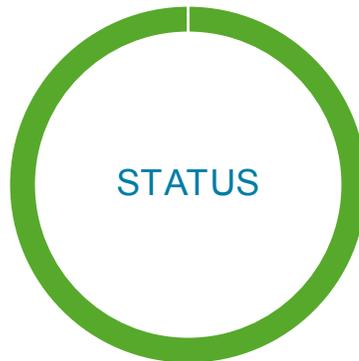
May 29, 2015 12:32:52 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

This strategy is closely linked to strategy 4.8. Working with PSC on developing roles and responsibilities for professional coordinator. Harmonizing this activity with those for prime consultant(4.8). Strategy is expected to be fully completed by end of December 2015.

Strategic Objective 11

Owner: Michael Price

STAKEHOLDERS - Other engineering bodies (eg. OSPE, OACETT, CEO, and Ontario universities, among others), are supported within the limits of their respective mandates



■ 100.0% On Track



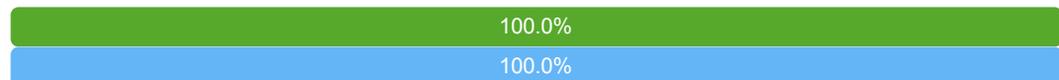
■ 19.0% Completed
■ 69.0% In Progress
■ 11.9% Upcoming

Strategy Updates

Strategy 11.1

Owner: Michael Price and Pauline Lebel

Collaborate with other Ontario engineering bodies to provide information on licensing requirements



May 28, 2015 17:20:39 by Michael Price (Deputy Registrar, Licensing and Finance)

Maintain ongoing relationships with OSPE wrt experience requirements: (40% Completed)P. Lebel provided assistance for OSPE course on March 14, 2015

Provide support to PEO chapters: (33% Completed)Ongoing Presentations to Chapters

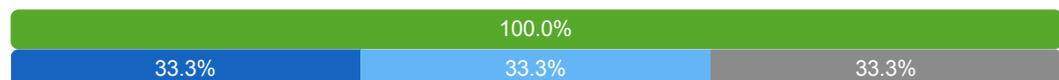
Panel Participation: (15% Completed)M. Farag sat on panel for IEP conference at Metro Convention Centre

Presentations to government , employers, Chapters and IEG panels to be completed by December 31,2015

Strategy 11.2

Owner: Scott Clark and Matthew Ng

Review National Engineering Month partnerships to enhance cooperation among main engineering bodies (PEO, OACETT, and OSPE)



May 25, 2015 18:39:09 by Scott Clark (Chief Administrative Officer)

National Engineering Month Partnerships: (100% Completed) National Engineering Month Ontario Steering Committee discussed the governance structure of the National Engineering Month Patnerships. National Engineering Month 2015 is currently underway. During the review of the 2015 campaign, the project will be moving to the next step, which is drafting the revised

governance structure based on the committee's discussions. The overall strategy 11.2 is current and on track. This task 11.2.1 is completed.

Draft revised governance structure re NEMOSC: (10% Completed) National Engineering Month 2015 commenced. Monitoring program and activities for providing input to the governance structure document

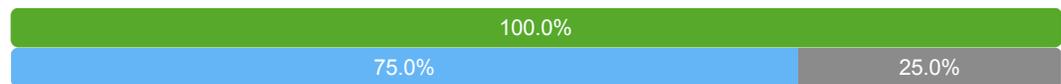
Draft revised governance structure re NEMOSC: (10% Completed) National Engineering Month 2016 commenced. Monitoring program and activities for providing input to the governance structure document

Next steps: Continue collecting program and activities data from the National Engineering Month 2015 and 2016 to feed into the governance structure document. Revised governance structure document will be reviewed by National Engineering Month Ontario Steering Committee. Project expected to be completed by 31 December 2015.

Strategy 11.4

Owner: Michael Price

Improve PEO lines of communication with CEAB, CEQB and universities



May 28, 2015 17:21:24 by Michael Price (Deputy Registrar, Licensing and Finance)

Prepare Correspondence to CODE Chair: (50% Completed) Experience Guide Interpretive Document for Universities is being prepared

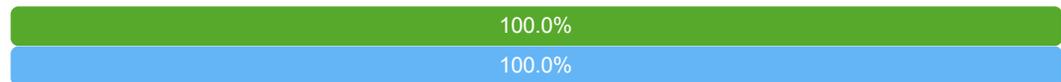
Attend CEAB and CEQB meetings: (33% Completed) Staff attended April 11 and 12 CEQB Meetings

Establish regular Council reporting by PEO's CEAB and CEQB reps by Q4 2015.

Strategy 11.5

Owner: Michael Price and Lawrence Fogwill

Explore options, in consultation with CEAB and universities, for addressing effect of Limited Licence changes on university professors



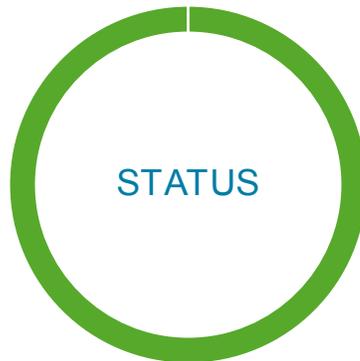
May 28, 2015 17:24:40 by Michael Price (Deputy Registrar, Licensing and Finance)

ARC CODE Fact Finding : (50% Completed) Meeting held on March 20 with CODE Chair
New Interpretive guidelines completed by Q3 2015

Strategic Objective 12

Owner: Michael Price

STAKEHOLDERS - Productive partnerships are developed with Engineers Canada and other constituent associations



■ 100.0% On Track



■ 66.7% Completed
■ 33.3% In Progress

Strategy Updates

Strategy 12.1

Owner: Michael Price

Contribute to Engineers Canada initiatives to address maximization of common standards and assess applicability of other CA practices in licensing, accreditation discipline and enforcement issues



May 26, 2015 17:32:41 by Michael Price (Deputy Registrar, Licensing and Finance)

Add items to National Admissions Officials Agenda of National Interest: (100% Completed)Approved NAOG Draft and Final Agendas

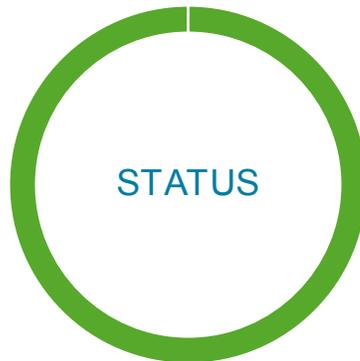
Licensing Affairs Committee: (33% Completed)Observed at March and April Committee Meetings

Monitor Engineers Canada Educational Credential Proposal during 2015

Strategic Objective 13

Owner: Johnny Zuccon

STAKEHOLDERS - Public respect for the role of PEO is increased in accordance with the objects of the Professional Engineers Act



■ 100.0% On Track



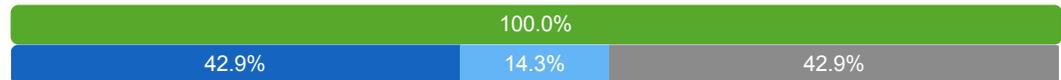
■ 42.9% Completed
■ 14.3% In Progress
■ 42.9% Upcoming

Strategy Updates

Strategy 13.1

Owner: Connie Mucklestone

Audit PEO communications activities to determine their current effectiveness and make recommendations for increasing their effectiveness in support of the organization's Vision and Mission



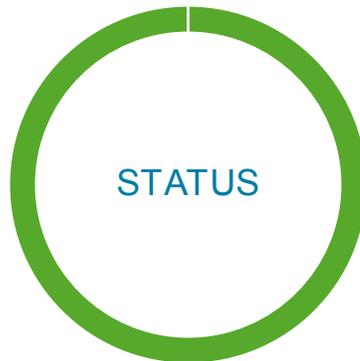
May 29, 2015 15:52:37 by Connie Mucklestone (Director, Communications)

Consultant has reviewed background research, PEO communications policies and PEO communications materials and has interviewed key staff, council members and chapter executives for their perspectives. A preliminary SWOT analysis and recommendations was presented to the Director, Communications on May 25, 2015. Final report is on track for June 30 deadline. Strategy is expected to be fully implemented by December 2016.

Strategic Objective 14

Owner: Connie Mucklestone

OPERATIONS - Electronic communications are engaging, interactive, dynamic and appropriately targeted and integrated



■ 100.0% On Track



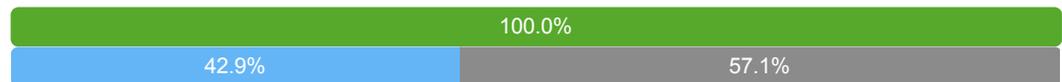
■ 42.4% Completed
 ■ 17.1% In Progress
 ■ 40.5% Upcoming

Strategy Updates

Strategy 14.1

Owner: Connie Mucklestone

Review website analytics and end-user functionality to determine next iteration of PEO web presence



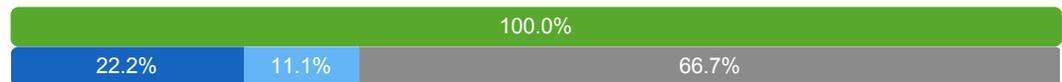
May 27, 2015 23:53:34 by Connie Mucklestone (Director, Communications)

Analytics review is ongoing. Work has also commenced to compile a list of the functions currently available on the PEO website and to gather feedback from content providers and site users on experience using the site and desired functions. Upcoming work will involve enhancing the website as possible on the current platform, based on the analysis and feedback received. Implementation of the website on a new platform is scheduled for Q3 2016.

Strategy 14.2

Owner: Connie Mucklestone

Develop web-based version of Engineering Dimensions to enhance accessibility of information for members

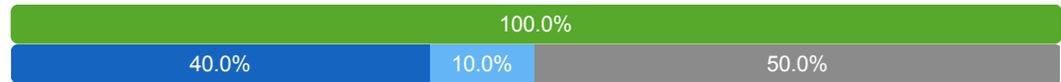


May 29, 2015 15:56:00 by Connie Mucklestone (Director, Communications)

Online research has been completed, and a list of desired attributes for an Engineering Dimensions' website has been compiled, based on best aspects of the sites reviewed. Review of previous reader surveys has also been completed and feedback has been noted for use in designing the Engineering Dimensions' website. Next steps involve designing and testing the Engineering Dimensions' microsite, which is scheduled for introduction with the January/February 2016 issue. Strategy is expected to be fully implemented by September 2016.

Strategy 14.3

Owner: Connie Mucklestone

Develop and cement social media as a PEO communications tool**May 29, 2015 15:57:50 by Connie Mucklestone (Director, Communications)**

Policy has been approved and communicated. Corporate accounts for LinkedIn (company and group), Twitter, Facebook and YouTube have been established. Chapters are being encouraged to establish new social media accounts and rationalize existing ones to the policy. Upcoming work involves developing best practices guide for staff and chapter users. Strategy is expected to be fully implemented by September 2016.

Strategy 14.4

Inactive

Owner: Michael Price and Moody Farag

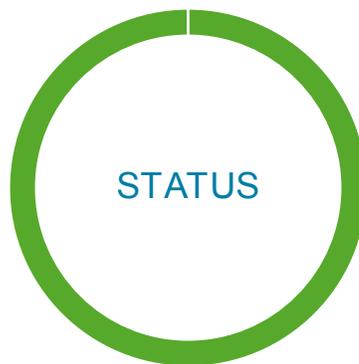
Clarify applicant information about courses in lieu and provide more detailed instructions for obtaining PEO approval on PEO's website**Jun 04, 2015 12:32:38 by Moody Farag (Manager, Admissions)**

Information was made available to applicants on PEO's website together with other information regarding technical examinations.

Strategic Objective 15

Owner: Michael Price

OPERATIONS - Service delivery is improved by clarifying staff and volunteer responsibilities and managing performance



■ 100.0% On Track



■ 8.9% Completed
■ 16.7% In Progress
■ 74.4% Upcoming

Strategy Updates

Strategy 15.1

Owner: Scott Clark and Fern Goncalves

Align individual staff objectives to priorities and goals and provide coaching, support, training and empowerment to increase competencies and improve service delivery



May 26, 2015 12:00:48 by Scott Clark (Chief Administrative Officer)

Provide coaching & training to improve service delivery (G4): (25% Completed) Analysis of Job Satisfaction survey is underway as questions were incorporated to facilitate identification of staff training gaps. Both the survey results and the input obtained through the annual Performance Appraisal process will serve to identify training gaps.

Next steps: Job Satisfaction Survey and annual Performance Appraisal results will be analyzed. Project expected to be completed Q2 2016.

Strategy 15.2

Owner: Maria Cellucci

Explore utility of a new Chart of Accounts and Staff Contribution System to facilitate accurate and informative financial tracking



Jun 01, 2015 16:16:14 by Maria Cellucci (Controller)

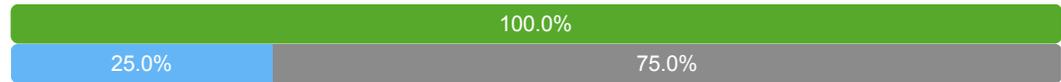
Completion expected by November 30, 2015

Strategy 15.3

Owner: Michael Price and Moody Farag

Initiate Lean Management Project to review steps and processing times of the P. Eng.

Licensing process



May 28, 2015 17:29:15 by Michael Price (Deputy Registrar, Licensing and Finance)

Identify processing steps : (100% Completed) Staff Meetings with Lean Management Consultant July 16, 17 and August 6 and 7, 2014

Process improvements will be prioritized for implementation by Q4 2015

Strategy 15.4

Owner: Michael Price and Moody Farag

Review applicant assessment communications to ensure clarity



May 26, 2015 17:35:12 by Michael Price (Deputy Registrar, Licensing and Finance)

Letters to be reviewed, modified and approved by Q1 2016.

Strategy 15.5

Owner: Michael Price and Pauline Lebel

Conduct a survey as a follow-up to applicants that have been interviewed by the ERC



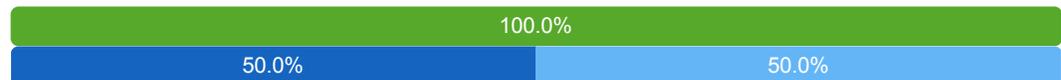
May 26, 2015 17:36:18 by Michael Price (Deputy Registrar, Licensing and Finance)

Survey questionnaire developed, conducted and implement recommendations by July 1, 2016

Strategy 15.6

Owner: Michael Price and Lawrence Fogwill

Establish Process Indicators for Temporary Licence, Limited Licence, Consulting Engineer Designation and Certificate of Authorization



May 28, 2015 17:34:31 by Michael Price (Deputy Registrar, Licensing and Finance)

TL Milestones: (100% Completed) In monitoring the number and frequency of TL applications, except for a small minority of unusual circumstances, the TL turnaround time can now be established with certainty as three weeks, and often less. The new TL requirements as reflected in the recent regulation changes, may impact on this duration, especially if an assessment by the Academic Requirements Committee is required. In these cases, there is dependency on the ARC meeting schedule, in which case the entire duration of those unusual applications could be one additional month. As these benchmarks are now established, this activity can now be closed as complete.

LL Milestones: (90% Completed) The Joint ARC / ERC WG on the new LL / LET requirements has completed their deliberations and provided some conclusions and recommendations for both the ARC and ERC .

The new application form and information guide were approved by Council at their last meeting. The flowchart has been distributed widely, now including the LIC, who proposed some minor changes for clarification.

The communications plan to broadly disseminate the new requirements is well underway and will continue throughout the year.

This activity has a Nov. 2 due date, largely because the new requirements won't be in effect until applications received after July 1st, 2015, and the new assessment protocols won't be invoked

until that time. The result is that it is difficult to determine what timings, durations and milestones are reasonable for the new requirements. Even in November, there will be limited empirical data to go by.

CEDC milestones: (100% Completed)Based on discussions with CEDC, there does not appear to be any issue with approval durations for CE designation, for new or renewal. The staff support move files to the committee promptly, and certainly as soon as they are complete. Files are distributed via email, and committee members reply very consistently with their recommendations for the CEDC, which are then forwarded to Council for formal approval at the next meeting. There does not seem to be any evidence that any files have not received this prompt and efficient attention. Therefore the Maximum duration for any CE approval is simply the next Council meeting. This item can be considered complete and closed.

Establish Milestones for C of A: (100% Completed)Following a review of all C of As submitted in 2015, for applications that are complete, a turnaround time of five days has been met without exception. For others, it is always dependent on how quickly the applicant responds. this item can be considered complete and closed.

Implementation of Milestones expected to be completed by Q4 2015

Strategic Objective 16

Owner: Scott Clark

OPERATIONS - Cost management and service delivery are improved by actively managing service provider performance



■ 81.8% Completed
■ 18.2% Upcoming

Strategy Updates

Strategy 16.1

Owner: Matthew Ng, Ralph Martin, Jeannette Chau, Scott Clark, and Alan Zimmermann

Manage vendor performance, reduce or consolidate vendors where possible and consider going to RFP / RFQ if appropriate to maximize the value provided by PEO's 3rd party suppliers



May 28, 2015 12:54:58 by Alan Zimmermann (Director, Information Technology)

Establish vendor governance: (100% Completed) Following the Control Objectives for Information Technology (COBIT5) framework, governance established with key vendors.

Implement good IT governance: (100% Completed) Ticketing system installed and in use by staff

Next steps: IT audit to be conducted for compliance against established governance practices including Payment Card Industry (PCI) compliance. Project expected to be initiated in 2016.

Official Election Agent Services RFP: (100% Completed) Official Elections Agent RFP completed and OEA engaged to conduct election. Project completed.

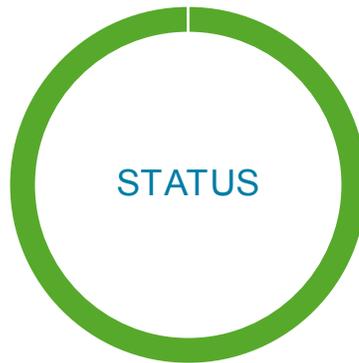
EIR RFP: (100% Completed) EIR RFP completed and new service provider selected. Project completed.

Catering Services RFP: (100% Completed) New caterer introduced December 2014. Project completed.

Strategic Objective 17

Owner: Scott Clark

OPERATIONS - PEO Headquarters occupancy rates and building efficiency are optimized



■ 100.0% On Track



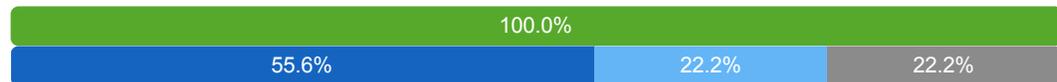
■ 44.8% Completed
 ■ 34.5% In Progress
 ■ 20.7% Upcoming

Strategy Updates

Strategy 17.2

Owner: Scott Clark and John Cookson

Renovate suite 101 to enhance working conditions of front-line reception staff, provide greater privacy to applicants and increase meeting space for volunteers



May 25, 2015 19:07:08 by Scott Clark (Chief Administrative Officer)

Suite 101 Renovations: (100% Completed) All options, design layouts and preliminary budgets are complete

Demolition/Construction Begins: (100% Completed) Permits delivered to General Contractor

New design and drawings: (100% Completed) All drawings and designs have been submitted.

Tender: (100% Completed) General Contractor has submitted all documentation to the appropriate trades for quotes

Demolition/Construction Begins: (70% Completed) Completion date changed due to site conditions. A portion of the south and west facing glazing will need new concrete poured and new glazing will be installed.

Project Completion: (8% Completed) Close out documents are being worked on and we will receive the complete package by August 31, 2015

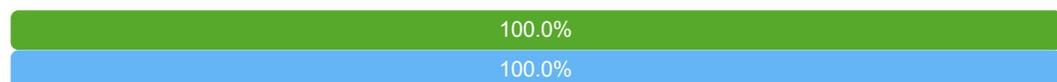
Next steps: Glazing will be repaired.

Project expected to be completed by August 31, 2015

Strategy 17.3

Owner: Scott Clark and John Cookson

Create a 40 Sheppard capital projects document archive to improve research and analysis capabilities and enhance decision-making



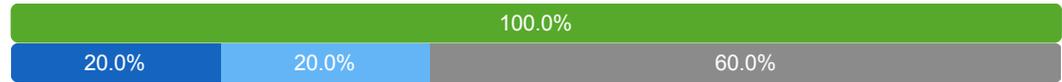
May 25, 2015 19:08:14 by Scott Clark (Chief Administrative Officer)

Building Document Archive: (15% Completed) Archiving of building documents ongoing. Project is expected to be completed Q4 2016.

Strategy 17.4

Owner: Scott Clark and John Cookson

Update the long-term capital plan for 40 Sheppard to ensure appropriate stewardship of PEO's building asset and improve financial planning



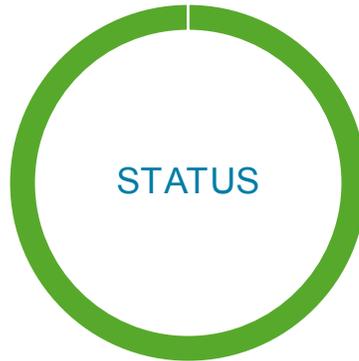
May 26, 2015 13:19:26 by Scott Clark (Chief Administrative Officer)

Review Long Term Capital Plan: (60% Completed) Draft plan received and under review. Next Steps: Capital Plan will be reviewed by Finance Committee and Council as part of the 2016 budget process. Project expected to be completed by Q1 2017.

Strategic Objective 18

Owner: Scott Clark

OPERATIONS - Risk is mitigated by assessing vulnerabilities and addressing service gaps



■ 100.0% On Track



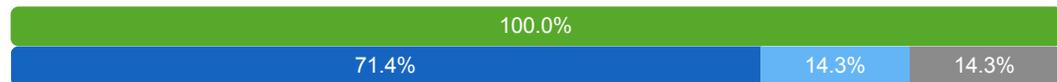
■ 24.4% Completed
■ 11.6% In Progress
■ 64.0% Upcoming

Strategy Updates

Strategy 18.1

Owner: Scott Clark and Alan Zimmermann

Decommission Prism 4.3 and outsource eblasts



May 25, 2015 19:24:03 by Scott Clark (Chief Administrative Officer)

Outsource eBlasts: (100% Completed)- user Acceptance testing successfully completed
- the steering committee gave approval to implement solution
Next Steps: Solution will be rolled out to chapters along with training.
Project is expected to be completed by September 2015.

Strategy 18.2

Owner: Scott Clark and Alan Zimmermann

Re-launch Sharepoint based upon accepted smart practices



May 28, 2015 12:56:04 by Alan Zimmermann (Director, Information Technology)

Project expected to commence Q1 2016.

Strategy 18.3

Owner: Alan Zimmermann

Replace the outsourced core infrastructure provider



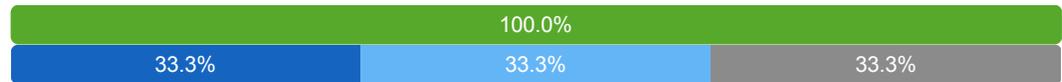
May 28, 2015 13:01:13 by Alan Zimmermann (Director, Information Technology)

RFP outsourced environment: (25% Completed) - Eight vendors submitted their intent to bid. The Question & Answer period has now ended. Next Steps: Vendors will submit their proposals by end of May

Decommission Colo: (20% Completed)- Project initiated and internal Statement of Work approved. Scope was determined and a project plan was created Next steps: migrate services to production environment
Project is expected to be completed by November, 2015.

Strategy 18.4 Owner: Alan Zimmermann

Update systems – PCs; website performance; Optical Imaging Technology



May 28, 2015 13:04:36 by Alan Zimmermann (Director, Information Technology)

Update PC's & Laptops: (100% Completed)- All staff PC's and Laptops have been upgraded and are on a current operating system (Windows 7)

Update Optical Imaging Technology (OIT): (30% Completed)- Selected business sponsor, obtained updated quote from vendor, drafted initial project charter. Next Steps: Execute project plan for implementation by July, 2015

Will assess updates to Microsoft Office (version 2007), engage the Business Unit for approval, and update as required by December, 2015.

Strategy 18.5 Owner: Michael Price and Moody Farag

Implement new Online Licensing system



May 26, 2015 17:39:44 by Michael Price (Deputy Registrar, Licensing and Finance)

To be implemented in conjunction with Aptify Phase 2. Expected to be completed Q4 2016

Strategy 18.6 Owner: Alan Zimmermann

Implement an IT dashboard to focus efforts on improving service availability, service performance, and client satisfaction

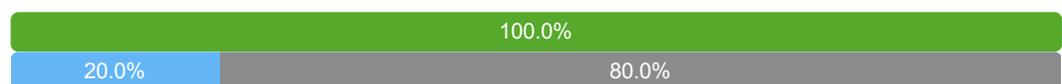


May 28, 2015 13:05:27 by Alan Zimmermann (Director, Information Technology)

Project to be initiated in September, 2016.

Strategy 18.7 Owner: Alan Zimmermann and Scott Clark

Develop a disaster recovery / business continuity plan to mitigate risk of disruption to ongoing PEO operations



May 25, 2015 19:26:32 by Scott Clark (Chief Administrative Officer)

IT Risk Assessment and Business Impact Assessment: (15% Completed)- Selected business

sponsor
- drafted project charter
Next steps: Risk assessment and business impact assessment will continue.
Project is expected to be completed by March 2017

Strategy 18.8 Owner: Scott Clark and Matthew Ng

Develop a guide to CASL for Chapters to facilitate common understanding, compliance and mitigate risk

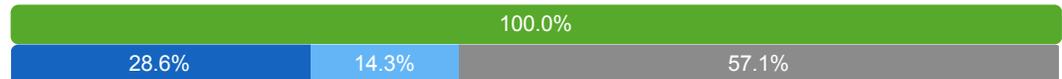


May 25, 2015 19:37:31 by Scott Clark (Chief Administrative Officer)

CASL Guide distributed to Chapter Chairs and Vice Chairs.
Next steps: Training activities will continue.
Project expected to be completed December 31, 2015

Strategy 18.9 Owner: Michael Price and Alan Zimmermann

Impliment APTIFY Phase 1



May 28, 2015 18:16:00 by Michael Price (Deputy Registrar, Licensing and Finance)

Establish Governance: (100% Completed) Steering Committee approved Governance Structure January 12

Perform Mini-Discovery Session: (100% Completed) the final requirements report was signed off on Feb 13th

Budget Development and Approval: (100% Completed) Budget approved by Finance Committee on March 11, 2015

Data Conversion and Testing:(15%Completed) Data conversion was initiated on April 22 - After conversion there will be a data reconciliation
Aptify Go-Live is scheduled for Q1 2016

Strategy 18.10 Owner: Scott Clark and Alan Zimmermann

Aptify - Phase 2



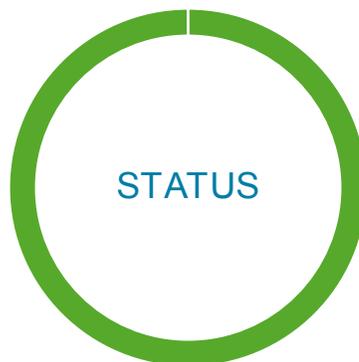
May 25, 2015 19:39:41 by Scott Clark (Chief Administrative Officer)

Project on hold pending completion of re-launch of Aptify phase 1.

Strategic Objective 19

Owner: Scott Clark

STAFF, VOLUNTEERS & COUNCIL - PEO has a sustainable organization-wide continuous-improvement culture



■ 100.0% On Track



■ 27.9% Completed
 ■ 22.7% In Progress
 ■ 49.4% Upcoming

Strategy Updates

Strategy 19.1

Owner: Alan Zimmermann

Establish IT Service Management controls and IT Project Management controls to increase predictability create efficiency and meet stakeholder needs



May 28, 2015 13:07:26 by Alan Zimmermann (Director, Information Technology)

Follow-up planned for Q3, 2015.

Strategy 19.2

Owner: Scott Clark and Jeannette Chau

Develop GLP training modules to enhance the skills of the GLP members and effectiveness of the GLP



May 25, 2015 19:47:19 by Scott Clark (Chief Administrative Officer)

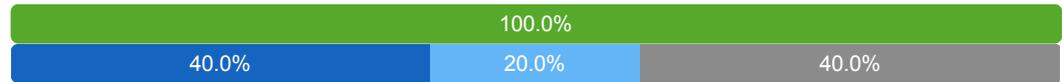
Determine training requirements: (100% Completed)GLP training requirements determined.
Develop Powerpoint presentation and other training materials: (20% Completed)Content of new Powerpoint presentations being developed
 Next Steps: Development of PowerPoint presentation content will be completed.
 Project is expected to be completed April 2016.

Strategy 19.3

Owner: Scott Clark and Matthew Ng

Develop a Reference / FAQ Guideline module to improve access to information and enhance

the learning opportunity for Chapter volunteers



May 25, 2015 19:50:25 by Scott Clark (Chief Administrative Officer)

Develop FAQ PowerPoint presentation: (100% Completed)Collected pertinent information for PowerPoint slides.

Produce training module for the Chapter FAQ guideline: (26% Completed) Commenced work on preparing the training module.

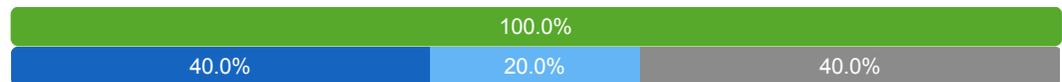
Next steps: Training module will be developed.

Project expected to be completed December 2015.

Strategy 19.4

Owner: Scott Clark and Matthew Ng

Develop Chapter financial management training module for Chapter Chairs and Treasurers to broaden understanding of fiscal processes and enhance accountability



Jun 03, 2015 12:41:11 by Scott Clark (Chief Administrative Officer)

Develop PowerPoint presentation and other training materials for treasurer's training: (100% Completed)Collected the past training material for treasurer meeting.

Developed treasurer's training PowerPoint to address the business plan package to new and existing chapter chairs and treasurers. This PowerPoint will be used as part of the script for the web module (webinar)

Next steps: A web training module will be produced

Project is expected to be completed December 2015

Strategy 19.5

Owner: Scott Clark and Fern Goncalves

Update Employee Manual to ensure that PEO policies are in compliance with legislation and industry accepted smart practices; and post on SharePoint to enhance access to current information for all staff and facilitate common understanding and compliance



May 25, 2015 19:57:08 by Scott Clark (Chief Administrative Officer)

Employee Manual (PD1): (65% Completed)Review of current employment policies almost completed. Some policy updates underway and new policies developed.

Next steps: The draft manual will be presented to SMT for review in July.

Project is expected to be completed January 2016.

Strategy 19.6

Owner: Scott Clark and Fern Goncalves

Harmonize generic volunteer orientation with committee-specific on-boarding to improve volunteer understanding of PEO policies and volunteer engagement



May 27, 2015 15:40:28 by Scott Clark (Chief Administrative Officer)

Launch Volunteer Orientation Module (PD2): (100% Completed)Approved final web module

produced by ScholarLab.

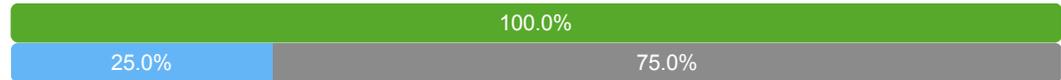
Next steps: Module will be reviewed by Advisory Committee on Volunteers and Senior Management Team before finalizing with ScholarLab.

Project is expected to be completed by December 2015.

Strategy 19.7

Owner: Scott Clark and Fern Goncalves

Develop Volunteer Manual to improve volunteer understanding of PEO policies and enhance access to current information



May 26, 2015 13:52:12 by Scott Clark (Chief Administrative Officer)

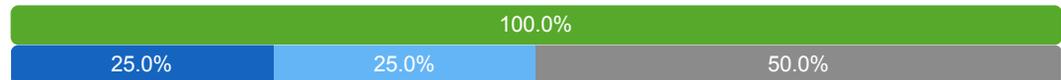
Volunteer Manual (PD3): (65% Completed) Review and update of volunteer policies on track for completion by July 1st.

Project expected to be completed by Q2 2016

Strategy 19.8

Owner: Scott Clark and Fern Goncalves

Provide Privacy Policy training to volunteers and staff to facilitate common understanding and compliance



May 25, 2015 20:10:21 by Scott Clark (Chief Administrative Officer)

Privacy Policy Training (PD6): (100% Completed) The need to seek Council approval in March 2015 to amend the Social Media Policy delayed completion of the Privacy Policy PowerPoint presentation. The presentation and web module script completed in May 2015.

Privacy Policy Training Module (PD2): (75% Completed) PowerPoint presentation and script for the Privacy Policy training web module completed. Development of action plan (in consultation with ScholarLab) for production schedule is underway.

Privacy Policy Training Module (PD2): (25% Completed) Production of Privacy Policy Training module to begin in late May.

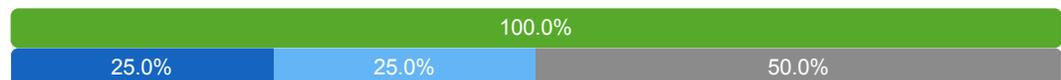
Next steps: Training module will be produced.

Project expected to be completed August 2015.

Strategy 19.9

Owner: Scott Clark and Fern Goncalves

Conduct a member survey to assess relevance of PEO to their needs



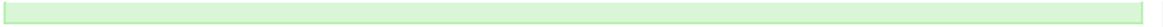
May 25, 2015 20:13:32 by Scott Clark (Chief Administrative Officer)

Member Needs Survey (S6): (100% Completed) Draft member survey developed and presented to Senior Management Team (SMT). SMT reviewed and approved.

Conduct Member Needs Survey (S6): (100% Completed) Information briefing note prepared for May Council meeting, recommending that Regional Councillors Committee (RCC) peer review the draft member needs survey.

Next steps: RCC will conduct peer review.

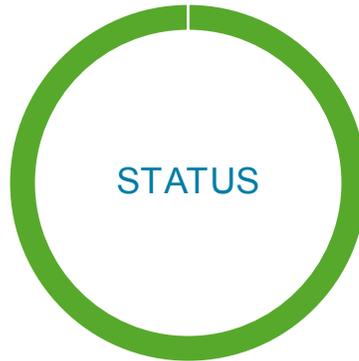
Project is expected to be completed by November 2015.



Strategic Objective 20

Owner: Scott Clark

STAFF, VOLUNTEERS & COUNCIL - PEO's governance approach is robust, transparent and trusted



■ 100.0% On Track



■ 52.0% Completed
■ 5.9% In Progress
■ 42.1% Upcoming

Strategy Updates

Strategy 20.1

Owner: Connie Mucklestone

Develop and publish series of articles on aspects of PEO governance and accepted smart practices for governance of regulatory bodies



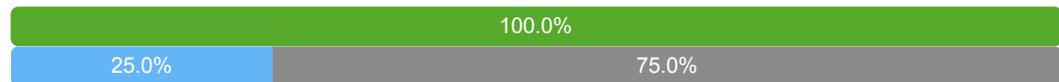
Jun 02, 2015 00:11:59 by Connie Mucklestone (Director, Communications)

List of article topics has been developed, based on consultation feedback. The first article, a general overview of self-regulation of professions, has been scheduled for July/August 2015. Authors of following articles are being confirmed. Strategy is scheduled for completion by December 2017

Strategy 20.2

Owner: Scott Clark and Ralph Martin

Review election costs and procedures of other Constituent Associations and develop a proposal for PEO elections that enhances efficiencies and controls costs



May 25, 2015 20:17:11 by Scott Clark (Chief Administrative Officer)

Council Election Costs: (75% Completed) Monitoring 2015 election costs and canvassing election costs of other constituent associations.

Next steps: A review of election costs and procedures of other constituent associations is being conducted. CESC will review report and make recommendations to Council. An RFP for Official Election Agent services will be conducted.

Project expected to be completed by August 2015.

Strategy 20.4

Owner: Scott Clark and Ralph Martin

Develop a briefing note training program for staff and volunteers to improve the quality of submissions to Council and to enhance decision-making at Council

50.0%

50.0%

May 26, 2015 13:58:00 by Scott Clark (Chief Administrative Officer)

Deliver Preparing Effective Briefing Notes training session: (100% Completed) Presentation slides prepared. Date determined for training session.

Next steps: Training will be delivered.

Project expected to be completed November 2015

Strategy 20.5

Owner: Scott Clark and Ralph Martin

Develop and implement an electronic queuing and voting application for Council meetings to enhance the effectiveness of the Council Chair and improve meeting efficiency

100.0%

12.5%

12.5%

75.0%

May 25, 2015 20:25:52 by Scott Clark (Chief Administrative Officer)

Queuing and Voting Application: (100% Completed) Completed trial of CAA at October 2014 EXE meeting - application did not operate as expected, other technologies will be sourced out.

Council Voting and Queuing Application.: (10% Completed) Business sponsor assigned, project charter being drafted

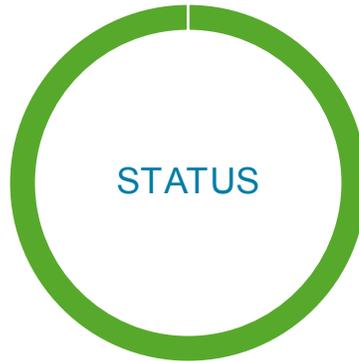
Voting and queuing application to be developed using principles outlined in draft policy for IT projects involving or supported by IT. This includes project management protocols, defining requirements, conducting an RFP, developing the application solution and user acceptance testing.

Project is expected to be completed Q4, 2016.

Strategic Objective 21

Owner: Scott Clark

STAFF, VOLUNTEERS & COUNCIL - Chapters are engaged in the regulatory mandate of PEO



■ 100.0% On Track



■ 38.9% Completed
■ 13.9% In Progress
■ 47.2% Upcoming

Strategy Updates

Strategy 21.1

Owner: Scott Clark and Manoj Choudhary

Develop a Licensure Assistance Program (LAP) orientation training module to improve access and enhance the learning opportunity for Interns and Guides

100.0%

Mar 04, 2015 13:55:19 by Scott Clark (Chief Administrative Officer)

Project expected to commence Q1 2016

Strategy 21.2

Owner: Scott Clark and Matthew Ng

Constitute a Chapter IT Governance Task Group to develop Chapter IT standards and recommended practices and enhance communication between Chapters and PEO on Chapter IT issues

100.0%

66.7%

16.7%

16.7%

May 25, 2015 20:35:19 by Scott Clark (Chief Administrative Officer)

IT Envisioning Task Group constituted. Preliminary work plan drafted and approved by RCC. IT Governance protocol being drafted.

Project expected to be completed by December 2015.

Strategy 21.3

Owner: Scott Clark and Fern Goncalves

Plan and implement combined Volunteer Leadership Conference involving leaders from chapters and committees / task forces to be held in conjunction with the PEO Annual General Meeting to facilitate common understanding of regulatory issues among all volunteers

100.0%

50.0%

25.0%

25.0%

May 25, 2015 20:36:48 by Scott Clark (Chief Administrative Officer)

Volunteer Leadership Conference Pilot (PD12): (100% Completed) Volunteer Leadership Conference took place on Friday, April 24 (as part of the 2015 AGM series of events). The conference planning committee and staff developed theme and discussion topics, and also participated as moderators for small group discussion exercises.

Future Volunteer Leadership Conferences: (60% Completed) Planning committee is reviewing analysis of evaluation feedback and evaluating success of the 2015 conference in order to develop recommendation for presentation to Council at its September meeting.

Project is expected to be completed September 2015.

Strategic Objective 22

Owner: Michael Price

STAFF, VOLUNTEERS & COUNCIL - Equity and diversity values and principles are integrated into the general policy and business operations



■ 37.5% Completed
■ 62.5% Upcoming

Strategy Updates

Strategy 22.1

Owner: Michael Price, Moody Farag, and Pauline Lebel

Online equity and diversity training module is available to all ARC and ERC members. Introduce mandatory equity and diversity and AODA training for all ARC and ERC members



May 28, 2015 18:19:59 by Michael Price (Deputy Registrar, Licensing and Finance)

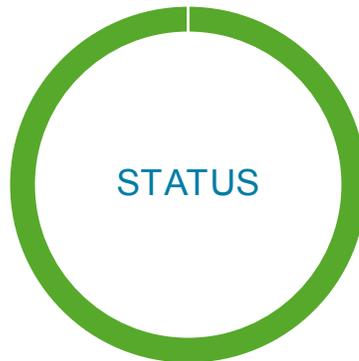
Present equity and diversity module: (25% Completed) Agenda Item for February 27 ERC Business Meeting

Present equity and diversity module: (25% Completed) ERC were provided with presentation and link to the online model at February 2014 business meeting and sent a reminder on May 25. ARC and ERC members to complete module by Q2 2016.

Strategic Objective 23

Owner: Scott Clark

STAFF, VOLUNTEERS & COUNCIL - Organizational renewal is ensured through succession plans and talent management strategies



■ 100.0% On Track



■ 16.7% In Progress
■ 83.3% Upcoming

Strategy Updates

Strategy 23.1

Owner: Scott Clark and Fern Goncalves

Conduct analysis of volunteer database to identify committee HR plan gaps and turn-over rate.

100.0%

Mar 04, 2015 13:59:17 by Scott Clark (Chief Administrative Officer)

Project expected to commence Q4 2015.

Strategy 23.2

Owner: Scott Clark and Fern Goncalves

Develop succession plans and talent management strategies to enhance operational effectiveness

100.0%

25.0%

75.0%

May 25, 2015 20:38:42 by Scott Clark (Chief Administrative Officer)

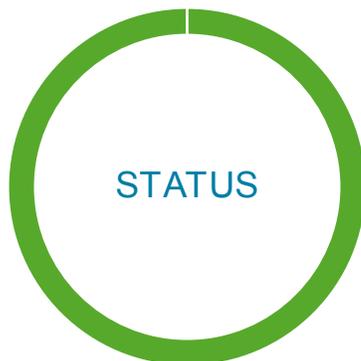
Succession Planning (G5): (25% Completed) Developing chart to identify critical positions required to meet business objectives is underway.

Project is expected to be completed by December 2016.

Strategic Objective 24

Owner: Scott Clark

STAFF, VOLUNTEERS & COUNCIL - PEO is recognized as an employer of choice



■ 100.0% On Track



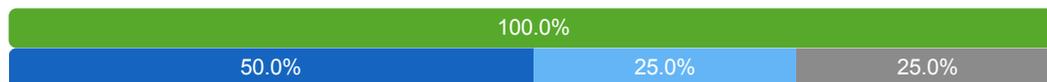
■ 21.4% Completed
 ■ 25.0% In Progress
 ■ 53.6% Upcoming

Strategy Updates

Strategy 24.1

Owner: Scott Clark and Fern Goncalves

Conduct an employee job satisfaction survey to assess and improve employee engagement and morale



Jun 03, 2015 11:53:43 by Scott Clark (Chief Administrative Officer)

Job Satisfaction Survey (PD9): (100% Completed)An employee job satisfaction survey was developed and presented to Senior Management Team (SMT). SMT reviewed and approved the final survey questionnaire.

Job Satisfaction Survey (PD9): (100% Completed)The approved survey was administered using Survey Monkey from April 20 to May 8, 2015. A total of 85 staff completed the employee job satisfaction survey.

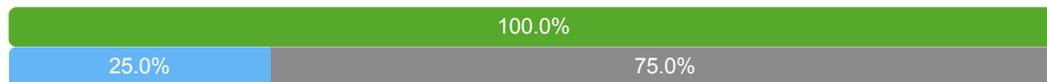
Next steps: Results of the survey will be reviewed at the 2015 Council Retreat. Improvement strategies will then be developed.

Project is expected to be completed by December 2015.

Strategy 24.2

Owner: Scott Clark and Fern Goncalves

Develop an employer-of-choice strategy to increase employee engagement; enhance preservation of the knowledge base; promote employee satisfaction; and improve organizational performance



Jun 03, 2015 11:55:31 by Scott Clark (Chief Administrative Officer)

Employer of Choice Strategy (PD10): (25% Completed)Conducting research to identify components of an employer-of-choice strategy as well as reviewing results of job satisfaction

survey.

Next steps: Employer of choice strategies will be developed.

Project is expected to be completed by September 2016.