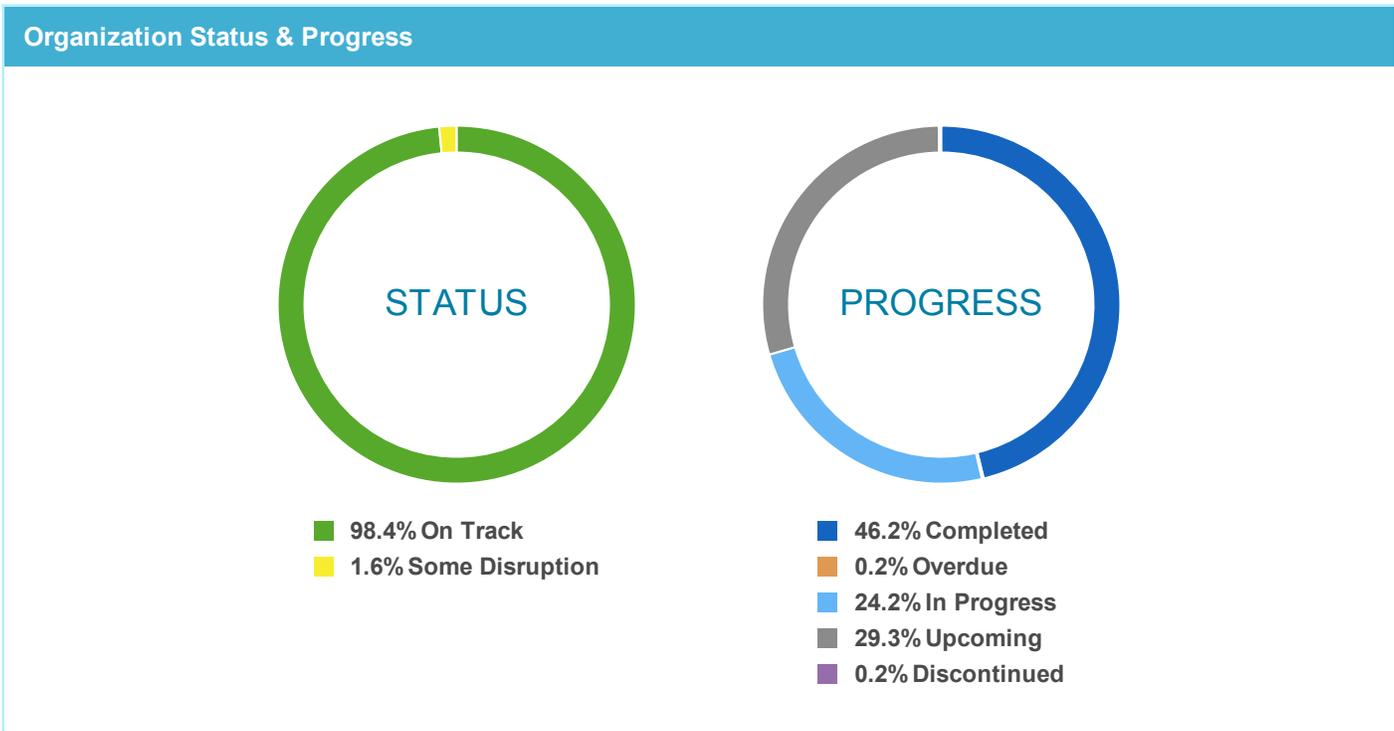




Executive Report

Aug 28, 2015 - Sep 30, 2015



Report Summary

Strategic Plan Update #3

As of September 8, 2015, of the 98 Strategies identified in the Strategic Plan, 15 (7) have been completed, 76 (80) are in progress and 7 (11) have yet to commence.

In terms of Activities associated with specific Strategies, 46.2% (31.8%) of these have been completed, another 24.2% (23.1%) of the Activities are in progress, and 29.3% (44.7%) of the Activities have yet to commence.

The overwhelming majority of Activities in progress are deemed to be "On Track" at this point. There have been some slight delays noted with respect to the Data Collection Project related to the Industrial Exemption, due largely to delay with respect to Freedom of Information requests.

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

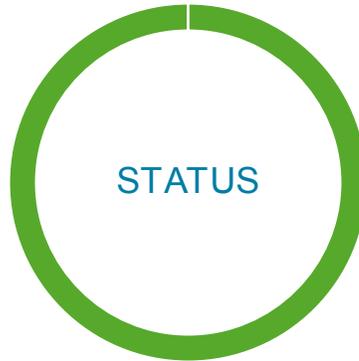
Status: ■ On Track ■ Some Disruption ■ Major Disruption ■ No Update

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



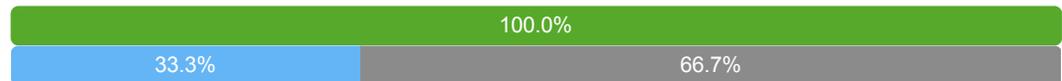
■ 55.0% Completed
 ■ 11.1% In Progress
 ■ 33.9% Upcoming

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



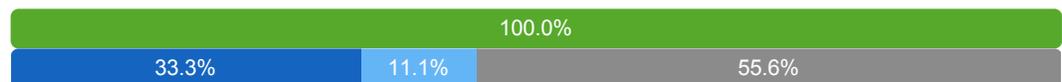
Aug 28, 2015 17:36:30 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Tower Crane performance standard is proceeding independent of the Supervising and Delegating standard which needs a re-think as the PEAct does not provide authority for supervising or delegating. Anticipate completing the Tower Crane regulation submission for Council approval at its November 2015 meeting.

Strategy 1.2

Owner: Pauline Lebel and Michael Price

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



Aug 25, 2015 14:15:55 by Michael Price (Deputy Registrar, Licensing and Finance)

Select consultant: (90% Completed) Consultant has been selected from the various proposals and has been notified of the acceptance of some of the proposed work. June 15, 2015. Contract is to be signed.

Project to be completed Q2 2016 with recommendations made to ERC

Strategy 1.4

Owner: Moody Farag and Michael Price

Provide information to prospective applicants through increased seminars and webinars



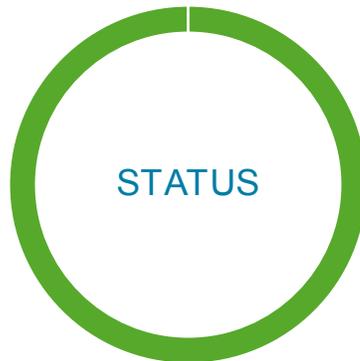
Aug 27, 2015 13:21:40 by Michael Price (Deputy Registrar, Licensing and Finance)

Contact partners: (100% Completed) Agencies has been identified and contacted
Presentations to be made to Agencies throughout 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



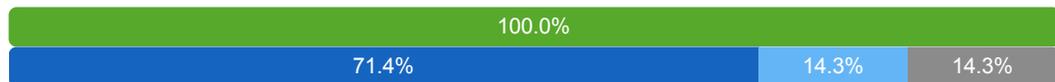
■ 57.1% Completed
■ 17.3% In Progress
■ 25.6% Upcoming

Strategy Updates

Strategy 2.1

Owner: Johnny Zuccon, Jose Vera, and Bernard Ennis

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



Aug 28, 2015 17:49:01 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Surveys are complete. Awaiting reports from Ipsos Reid which will be circulated to appropriate committees for review and comment. Anticipate completion 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



Aug 25, 2015 22:47:37 by Connie Mucklestone (Director, Communications)

Communications plan completed and signed off. Implementation activities continue. Latest include: finalization of a PEO branded, typeset version of the Guide to Required Experience for a Limited Licence, which replaced the manuscript version on the PEO website. Regulation change link added to Latest Updates box on the PEO homepage and will remain for some time. Licensed Engineering Technologist certificate and stamp developed and approved for use. New Limited Engineering Licensee certificate and stamp developed and approved for use. Website text relating to limited licences and temporary licences revised to reflect the regulation changes; references to a limited licence for engineering faculty deleted. PEO-branded Professional Engineers Act and

Regulation 941/90 updated after July 1 to reflect the effective date of all April 2 amendments. July/August issue of Engineering Dimensions included a reminder in the President's Message and in the Gazette that all the April 2 changes are in effect as of July 1. Strategy expected to be completed by June 30, 2017.

Strategy 2.3

Owner: Connie Mucklestone

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



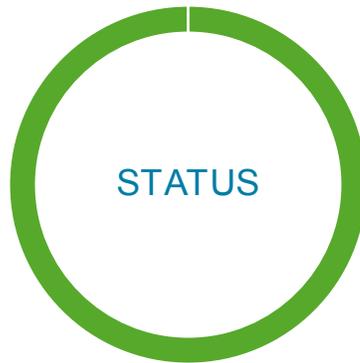
Aug 25, 2015 22:52:09 by Connie Mucklestone (Director, Communications)

Literature review completed, and licensing and immigration statistics reviewed. Communications plan developed and budgeted for 2016. Plan implementation begun with President's Message in July/August issue of Engineering Dimensions reiterating work PEO has done to enable international engineering graduates to become licensed. PEO social media has been engaged to highlight the Financial Credit Program available to qualified international engineering graduates who apply within six months of landing in Ontario. 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



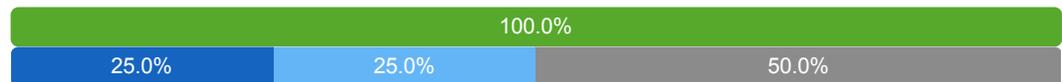
■ 62.5% Completed
■ 12.5% In Progress
■ 25.0% Upcoming

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



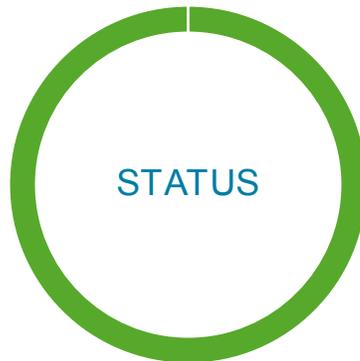
Aug 28, 2015 19:22:00 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Anticipate completion by December 2015.

Strategic Objective 4

Owner: Johnny Zuccon

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



■ 100.0% On Track



■ 42.6% Completed
 ■ 22.8% In Progress
 ■ 34.6% 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)



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 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)



Aug 28, 2015 17:57:59 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

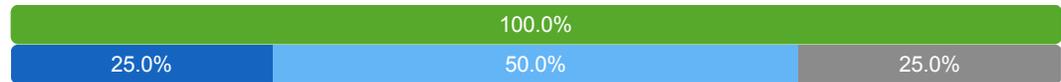
Legal opinion has been obtained. The survey results are in. The PSC sub-committee is working to flesh out the requirements and qualifications for the designation. Legislation Committee is working to seek an act amendment to provide Council with regulation making authority for defined scope of practice. To complete this work, the Ministry of Municipal Affairs and Housing will need to identify the types of buildings requiring structural inspection in order to ensure that qualification criteria aligns with body of knowledge that reflects building type. Work with this strategy will continue into

2016.

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)



Aug 28, 2015 18:01:55 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Expect to produce a regulation to achieve this objective. Policy work continues to properly frame what can and cannot be released by a practitioner. The legal opinion clarified that under certain conditions, confidentiality concerns can be foregone. An act amendment will be required to achieve this objective. Legislation Committee is steering this change. Anticipate completing the policy requirements document by end of 2015.

Strategy 4.4

Owner: Jose Vera, 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)



Aug 28, 2015 19:46:35 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

The Professional Standards Committee determined that a performance standard was not the best method to achieve this objective, instead an article in Engineering Dimension outlining the best practices was prepared and will be published in the September/October issue. This completes this strategy.

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)



Aug 28, 2015 19:34:32 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Surveys were completed. The task force is proceeding to complete their report to Council for December. The report and BN to Council will go to the February 2016 Council meeting.

Strategy 4.6

Inactive

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)

100.0%

Aug 28, 2015 19:14:04 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Actual draft language to be provided by Attorney General department once PEO decides whether to support or not the recommendation.

Strategy 4.7

Owner: Alan Zimmermann and Linda Latham

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)

100.0%

Aug 26, 2015 18:35:42 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Discipline information to be searchable on website by spring 2016.

Strategy 4.8

Owner: Jose Vera, 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)

100.0%

25.0%

75.0%

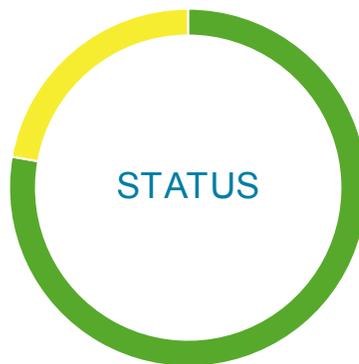
Aug 28, 2015 18:12:27 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

This is on the PSC work plan. Anticipate completing work by end of 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



- 77.8% On Track
- 22.2% Some Disruption



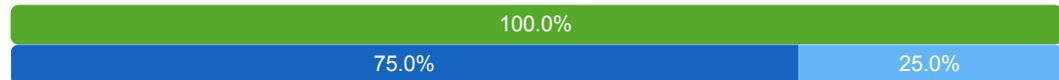
- 61.1% Completed
- 3.7% Overdue
- 27.1% In Progress
- 8.2% Upcoming

Strategy Updates

Strategy 5.1

Owner: Jordan Max and Johnny Zuccon

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



Aug 28, 2015 18:21:51 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Centre for Regulatory Policy Excellence, project plan has been developed and going to Senior Management Team for approval. 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



Aug 28, 2015 18:13:26 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Resource constraints have required this strategy to be work on next year.

Strategy 5.3

Owner: Johnny Zuccon

Establish proactive relationships with key ministry officials to help promote regulatory initiatives



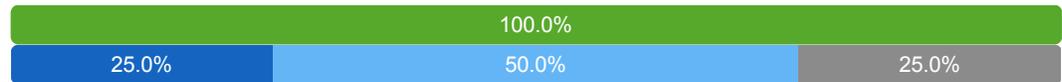
Aug 28, 2015 18:26:20 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Setting up of initial ministry staff meetings has been delayed in response to the Elliot Lake act changes project priority. The activities associated with this strategy will be completed by end of December 2015,

Strategy 5.5

Owner: Jordan Max and Johnny Zuccon

Develop a mechanism to identify regulatory gaps in the Professional Engineers Act and monitor political environment for opportunities to introduce amendments



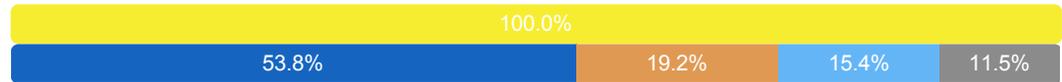
Aug 28, 2015 18:27:59 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Protocol is ready for Council in November. Research projects to support this work, are in progress. Strategy is anticipated to be completed by end of 2015.

Strategy 5.6

Owner: Linda Latham

Review strength of rationale for repealing the industrial exception



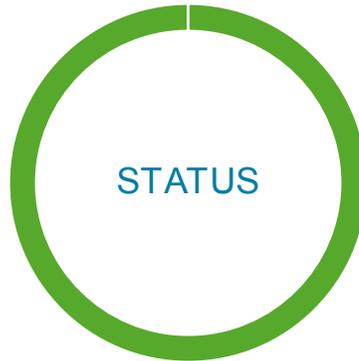
Aug 26, 2015 21:20:51 by Linda Latham (Deputy Registrar, Regulatory Compliance)

A project update was provided to Council at its retreat in June. Collection of relevant accident data continues, but some delay will be encountered due to the limitations of the FOI process required to obtain MOL documents. The survey of voluntary compliance companies is delayed due to the departure of the Manager, Enforcement, as well as the volume of work associated with gathering court documents and submitting FOI requests. A progress update will be provided to Council in November as planned, but a final project update will not be available until after November.

Strategic Objective 6

Owner: Michael Price

REGULATORY FRAMEWORK - Licensing is based on levels of competence



■ 100.0% On Track



■ 49.5% Completed
 ■ 30.4% In Progress
 ■ 20.1% Upcoming

Strategy Updates

Strategy 6.1

Inactive

Owner: Michael Price

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



Aug 25, 2015 14:42:26 by Michael Price (Deputy Registrar, Licensing and Finance)

Attend Engineers Canada National Admissions Officials Meetings: (100% Completed)

Meeting held on June 3 and 4. Additional Meeting scheduled for September 17 to discuss outstanding issues.

Monitor Engineers Canada Educational Credential Assessment Proposal : (100% Completed)

Observed all meetings of Licensing Affairs Committee to ensure that PEO concerns are known.

Framework for Regulation Consultation: (100% Completed)

Framework slide deck received from Engineers Canada. Liaising with Diane Freeman to determine how best to communicate and consult with National Framework Task Force.

Monitor ECA proposal and provide feedback to CEQB in 2015

Strategy 6.2

Owner: Pauline Lebel and Michael Price

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



Aug 24, 2015 17:41:59 by Michael Price (Deputy Registrar, Licensing and Finance)

Continue to participate in APEGBC Canadian Environment Experience Steering Committee: (25% Completed)

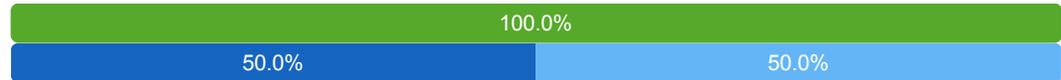
Participated in steering committee meeting looking at approval of documentation for applicants to complete

Continue to participate in APEGBC Canadian Environment Experience Steering Committee: (25% Completed) Advised APEGBC that Deputy Registrar, Licensing and Registration, will participate on the Steering Committee for the next phase of the project.
Review pilot results from other provinces and determine appropriate recommendation for Council's consideration by Q3 2016

Strategy 6.3

Owner: Moody Farag and Michael Price

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



Aug 25, 2015 14:45:38 by Michael Price (Deputy Registrar, Licensing and Finance)

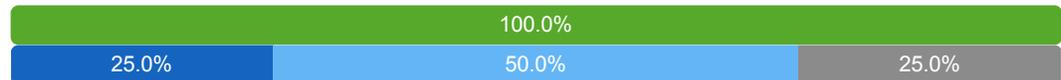
Establish an ARC subcommittee: (50% Completed) March 27 Council Meeting considered and passed Exams for all Position Paper

Roydon Fraser Paper: (10% Completed) To be completed by Roydon Fraser
CEAB affirmation of accreditation requirements to be completed in 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



Aug 27, 2015 13:25:43 by Michael Price (Deputy Registrar, Licensing and Finance)

ARC Review CEQB Recommendations: (10% Completed) PEO's CEQB 2016 Workplan Feedback submitted to Engineers Canada

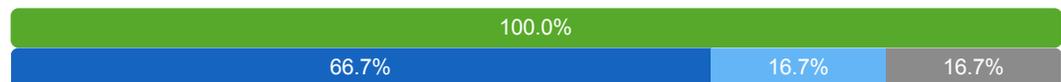
Attend Licensing Affairs Committee Meeting: (50% Completed) Reviewed latest project status at June 18 teleconference

Advise ARC of CEQB position and have ARC recommend any changes by December 31, 2015

Strategy 6.5

Owner: Michael Price

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



Aug 25, 2015 14:32:45 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

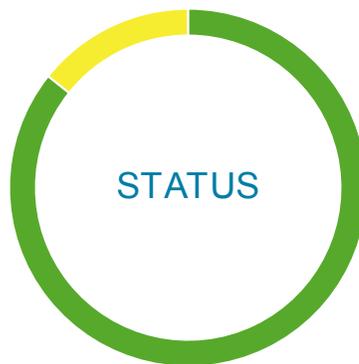
Licensing Committee Exams Paper: (75% Completed) Committee reviewed paper at its April 30 Meeting and forwarded it to Communications for editing

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



■ 85.7% On Track
■ 14.3% Some Disruption



■ 5.4% Completed
■ 19.6% In Progress
■ 75.0% 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%

Aug 26, 2015 21:22:01 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%

Aug 26, 2015 21:22:15 by Linda Latham (Deputy Registrar, Regulatory Compliance)

Work to begin in fall of 2015.

Strategy 7.3

Owner: Ken Slack and Linda Latham

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

100.0%

25.0%

25.0%

50.0%

Aug 26, 2015 18:51:56 by Linda Latham (Deputy Registrar, Regulatory Compliance)

On track for new draft to be in place early 2016.

Strategy 7.4

Owner: Ken Slack and Linda Latham

Develop internal complaints procedures manual



Aug 26, 2015 19:00:49 by Linda Latham (Deputy Registrar, Regulatory Compliance)

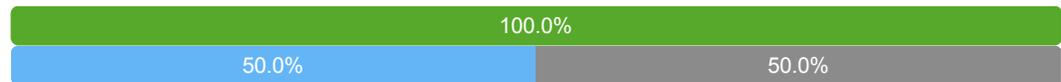
Development of manual structure/table of contents assigned to staff investigator, and process map developed for department feedback.

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



Aug 26, 2015 21:23:32 by Linda Latham (Deputy Registrar, Regulatory Compliance)

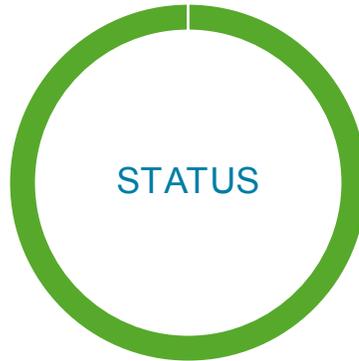
Committee Vice Chair developed and presented lead reviewer file presentation template at August Complaints Committee meeting.

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



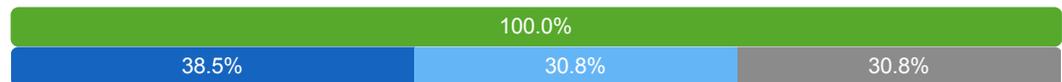
■ 29.6% Completed
 ■ 25.4% In Progress
 ■ 40.0% Upcoming
 ■ 5.0% Discontinued

Strategy Updates

Strategy 8.1

Owner: Linda Latham

Categorize all enforcement inquiries by source of allegation and violation type



Aug 26, 2015 21:37:01 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 is being done using MS Excel.

Strategy 8.2

Owner: Linda Latham

Develop key performance indicators (KPIs) of enforcement activity.



Aug 26, 2015 21:35:27 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. Ongoing tracking of KPI's will require re-visiting once the new Manager, Enforcement is in place.

Strategy 8.3

Owner: Linda Latham

Develop new enforcement activity report

63.6%

36.4%

Aug 26, 2015 21:38:42 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 was received.

Strategy 8.4

Owner: Linda Latham

Revise enforcement policy and procedures manual

100.0%

42.9%

57.1%

Aug 27, 2015 15:29:23 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

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

100.0%

27.3%

72.7%

Aug 26, 2015 21:46:10 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

Carry out root cause analysis of obstacles to enforcement prosecutorial success

100.0%

27.3%

72.7%

Aug 26, 2015 21:46:52 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

Owner: Johnny Zuccon and Bernard Ennis

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

100.0%

50.0%

25.0%

25.0%

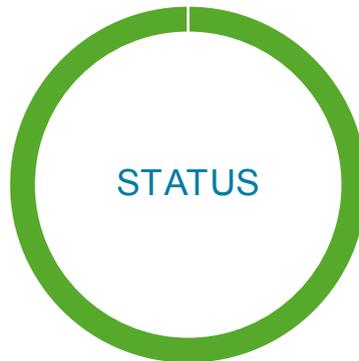
Aug 28, 2015 19:10:06 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

PEO has been invited to meet with Minister McMeekin on September 3rd, to discuss PEO's issue with MMAH's proposal to re-introduce a design table as an appendix to the Building Code.

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



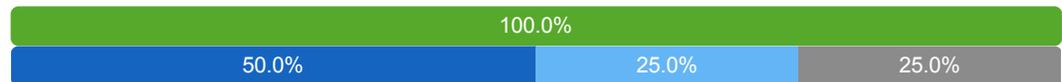
■ 50.0% Completed
■ 25.0% In Progress
■ 25.0% Upcoming

Strategy Updates

Strategy 9.1

Owner: Johnny Zuccon and Sal Guerriero

Establish and implement enhanced practices for all PEO Tribunals



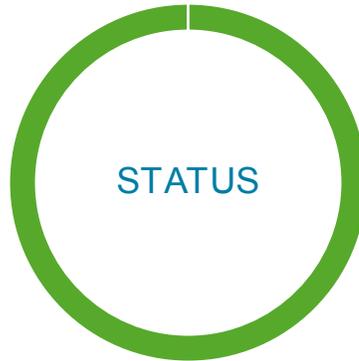
Aug 28, 2015 18:42:14 by Johnny Zuccon (Deputy Registrar, Tribunals and Regulatory Affairs)

Report provided to Vice Chair of DIC and submitted to committee at its June 26 2015 meeting. Next steps will provide drafts for review by the subcommittees (DIC and REC) and subsequent ratification by committees. Strategy to be completed by end of November 2015.

Strategic Objective 10

Owner: Johnny Zucon

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



■ 100.0% On Track



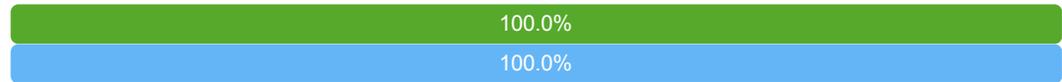
■ 100.0% In Progress

Strategy Updates

Strategy 10.1

Owner: Johnny Zucon 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



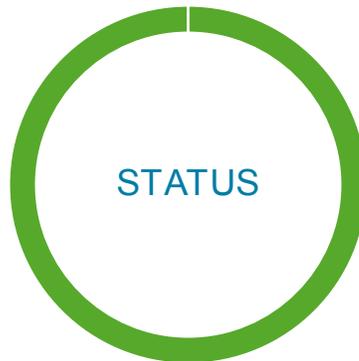
Aug 28, 2015 19:09:10 by Johnny Zucon (Deputy Registrar, Tribunals and Regulatory Affairs)

This strategy is closely linked with strategy 4.8 under the concept of prime consultant. Once the PSC has defined the term and what the responsibilities will be for this, PEO and OAA and MMAH will need to collaborate and agree on finalizing the changes required in everyone's legislation.

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



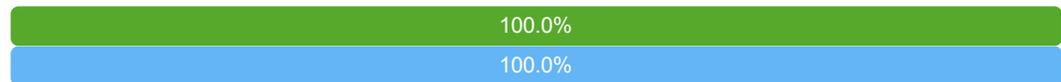
■ 57.1% Completed
■ 42.9% In Progress

Strategy Updates

Strategy 11.1

Owner: Pauline Lebel and Michael Price

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



Aug 25, 2015 14:47:34 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

Maintain ongoing relationships with OSPE wrt experience requirements: (60% Completed) Ongoing Participation in Seminars

Provide support to PEO chapters: (15% Completed) Presentation made to Ottawa Chapter on Experience requirements - June 2, 2015

Provide support to PEO chapters: (50% Completed) Ongoing Presentations to Chapters

Presentation to government and employers on experience requirements: (30% Completed) Licensure participated in meeting with Union Gas to discuss licensing requirements and Union Gas's EIT program. - August 19, 2015

P. Lebel gave a presentation to HDR Inc on licensing requirement. - August 20, 2015

Presentation to government and employers on experience requirements: (60% Completed) Licensing Staff have attended IEP conference and continue to give presentations to employers

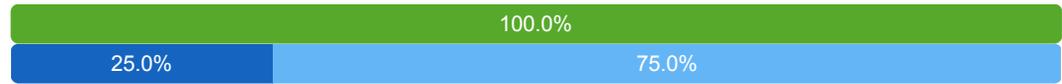
Panel Participations: (15% Completed) M. Farag sat on panel for IEP conference at Metro Convention Centre

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

Strategy 11.4

Owner: Michael Price

Improve PEO lines of communication with CEAB, CEQB and universities



Aug 25, 2015 14:50:36 by Michael Price (Deputy Registrar, Licensing and Finance)

Prepare Correspondence to CODE Chair: (100% Completed) PEO Registrar and PEO's CEAB Rep regularly attend all CODE meetings

CEAB Rep Attending CODE Meetings: (67% Completed) CEAB Rep attended June CODE meeting and is planning to attend November CODE meeting

Attend CEAB and CEQB meetings: (50% Completed) Staff attended May 31 - June 1 CEAB Meetings

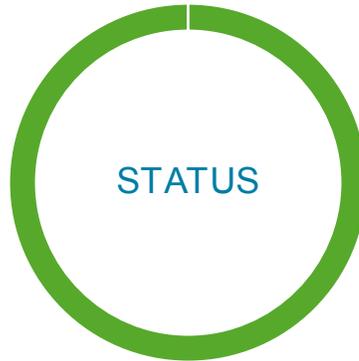
CEAB and CEQB Rep Council Reports: (25% Completed) Reps should prepare Annual report for November 2015 Council Meeting

Establish requirement for regular Council Reporting by PEO's CEAB and CEQB reps by Q4 2015.

Strategic Objective 12

Owner: Michael Price

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



■ 100.0% On Track



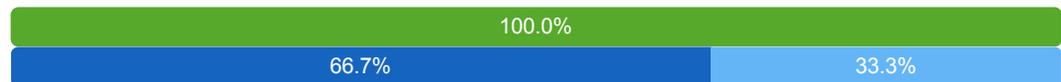
■ 66.7% Completed
■ 33.3% In Progress

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



Aug 25, 2015 14:52:53 by Michael Price (Deputy Registrar, Licensing and Finance)

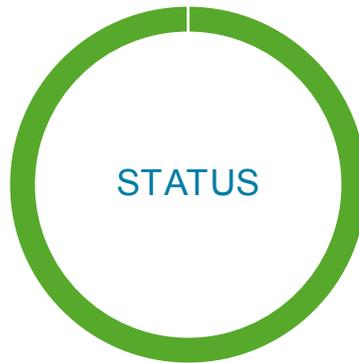
Licensing Affairs Committee: (67% Completed) Observed at June Committee Meeting and August NAOG consultation

Monitor Engineers Canada's Educational Credential Assessment 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



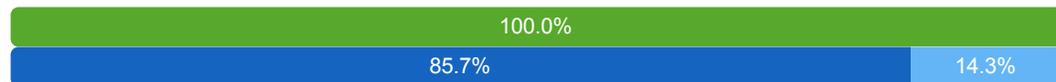
■ 85.7% Completed
■ 14.3% In Progress

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



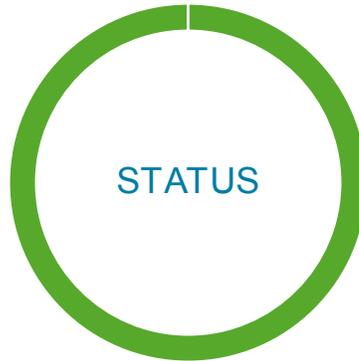
Aug 25, 2015 22:55:33 by Connie Mucklestone (Director, Communications)

Audit report received on schedule and reviewed. Recommendations have been categorized for immediate, medium-term and long-term implementation. 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



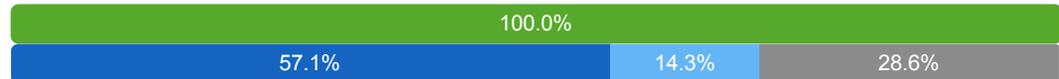
■ 70.3% Completed
■ 8.3% In Progress
■ 21.5% Upcoming

Strategy Updates

Strategy 14.1

Owner: Connie Mucklestone

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



Aug 25, 2015 22:59:08 by Connie Mucklestone (Director, Communications)

Analytics have been reviewed and log of current website functionality and issues created. Website survey fielded and almost 2600 responses received, which have been analyzed. Agreed with IT on change in platform to SharePoint. Money budgeted in IT 2016 capital budget for the new platform. New website expected to be implemented in third quarter 2016.

Strategy 14.2

Owner: Connie Mucklestone

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



Aug 31, 2015 14:33:56 by Connie Mucklestone (Director, Communications)

Word Press site template selected. Preliminary site design created. Webmaster creating test site and uploading September/October issue to test site. Workflow determined. September/October 2015 issue to be a trial for the process. Call for beta testers sent out and testers recruited. Strategy expected to be fully executed by September 2016.

Strategy 14.3

Owner: Connie Mucklestone

Develop and cement social media as a PEO communications tool



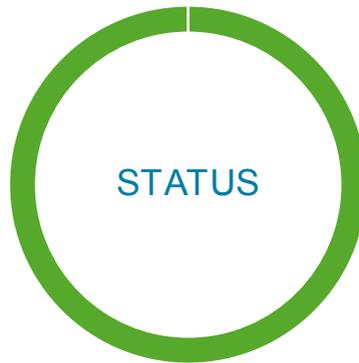
Aug 25, 2015 23:06:40 by Connie Mucklestone (Director, Communications)

Social media policy approved and staff users have been provided policy and social media best practices guide. Best practices guide for chapters developed and distributed. PEO Twitter, LinkedIn, Facebook and YouTube accounts established and being regularly used to augment and support communications in other media. Seventeen chapters are now using social media in their communications. Strategy expected to be fully implemented by September 2016.

Strategic Objective 15

Owner: Michael Price

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



■ 100.0% On Track



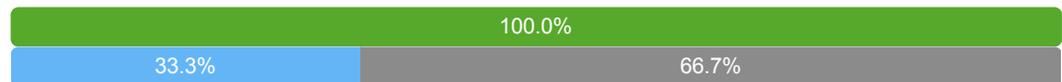
■ 25.6% Completed
 ■ 22.8% In Progress
 ■ 51.7% Upcoming

Strategy Updates

Strategy 15.1

Owner: Fern Goncalves and Scott Clark

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



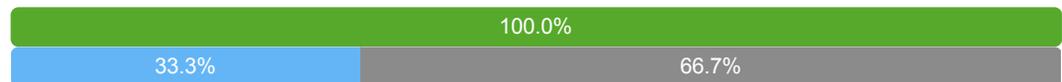
Aug 26, 2015 12:07:06 by Fern Goncalves (Director, People Development)

Preparing report to identify staff training requirements.
 Next steps: Develop coaching mechanisms and training to increase staff competencies and improve service delivery.
 Project expected to be completed by: June 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: Moody Farag and Michael Price

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



Aug 27, 2015 13:30:50 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

Continuous improvement.. : (100% Completed) Mapping has been completed Implementation Plan to be completed Q4 2015

Strategy 15.4

Owner: Moody Farag and Michael Price

Review applicant assessment communications to ensure clarity



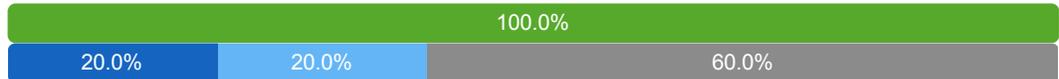
Sep 02, 2015 12:47:52 by Moody Farag (Manager, Admissions)

Identification of the Admissions letters that needs review: (100% Completed) Letters has been identified

Strategy 15.5

Owner: Pauline Lebel and Michael Price

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



Aug 27, 2015 13:34:14 by Michael Price (Deputy Registrar, Licensing and Finance)

Consultation with stakeholders to determine focus of survey: (100% Completed) Discussed the idea of the survey with ERC subcommittee on May 12, 2015 and developed some questions for areas of focus.

Development of survey format and questions: (10% Completed) Consultant retained to assist in development of survey
Recommendations to be presented to ERC in Q2 2016

Strategy 15.6

Owner: Lawrence Fogwill and Michael Price

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



Aug 25, 2015 15:03:28 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: Alan Zimmermann, Scott Clark, Matthew Ng, Jeannette Chau, and Ralph Martin

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



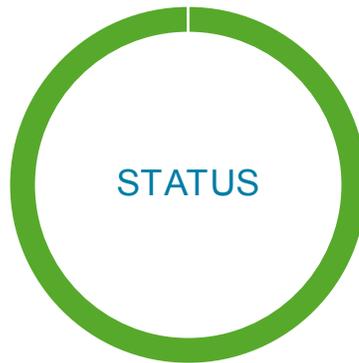
Aug 25, 2015 18:45:43 by Alan Zimmermann (Director, Information Technology)

- for activities 16.1.3 and 16.1.4, projects to be initiated in 2016 and completed by December, 2016
- all other activities in 16.1 have been completed

Strategic Objective 17

Owner: Scott Clark

OPERATIONS - PEO Headquarters occupancy rates and building efficiency are optimized



■ 100.0% On Track



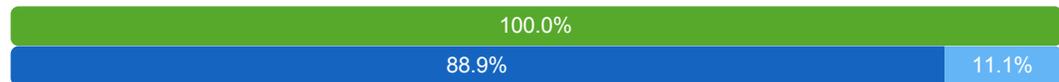
■ 59.7% Completed
■ 31.1% In Progress
■ 9.2% Upcoming

Strategy Updates

Strategy 17.2

Owner: John Cookson and Scott Clark

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



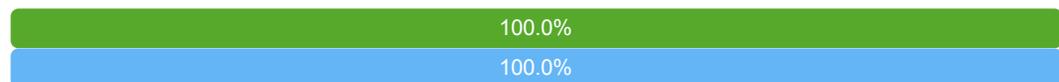
Aug 25, 2015 13:03:13 by John Cookson (Manager, Building Operations)

Strategy update: Renovations Complete, staff have moved to the new reception desk.
Next steps: Minor Deficiencies to be completed and we are waiting for closeout documents.
Project expected to be completed by: September 25, 2015

Strategy 17.3

Owner: John Cookson and Scott Clark

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



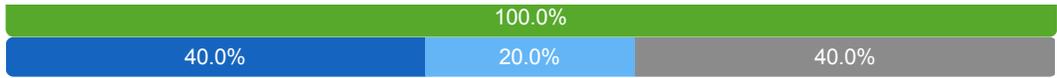
Aug 26, 2015 18:43:05 by Scott Clark (Chief Administrative Officer)

Archiving of building documents ongoing.
Next steps: documents will be archived and tagged to be searchable
Project is expected to be completed by Q4 2016

Strategy 17.4

Owner: John Cookson and Scott Clark

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



Aug 26, 2015 19:05:10 by Scott Clark (Chief Administrative Officer)

Strategy update: Plan has been completed and is to be sent to the Finance Committee.

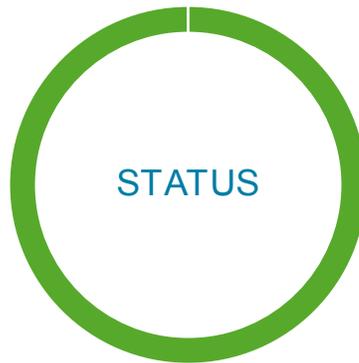
Next steps: Review of the capital plan with the Finance Committee.

Project expected to be completed by: March 2017.

Strategic Objective 18

Owner: Scott Clark

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



■ 100.0% On Track



■ 34.3% Completed
■ 10.6% In Progress
■ 55.1% Upcoming

Strategy Updates

Strategy 18.2

Owner: Alan Zimmermann and Scott Clark

Re-launch Sharepoint based upon accepted smart practices

100.0%

Aug 26, 2015 13:22:00 by Alan Zimmermann (Director, Information Technology)

- project initiation moved to 2016 to allow resources to focus on project Aptify

Strategy 18.3

Owner: Alan Zimmermann

Replace the outsourced core infrastructure provider

100.0%

60.0%

40.0%

Aug 26, 2015 13:23:40 by Alan Zimmermann (Director, Information Technology)

- working closely with the vendor towards a migration date of October 31, 2015
- this includes decommissioning the colocation environment

Strategy 18.4

Owner: Alan Zimmermann

Update systems – PCs; website performance; Optical Imaging Technology

100.0%

33.3%

66.7%

Aug 26, 2015 13:26:04 by Alan Zimmermann (Director, Information Technology)

- The update of the Optical Imaging Technology (OIT) software is progressing towards completion by September 30, 2015
- The project to update Microsoft Office is planned to be initiated after the OIT project is completed

Strategy 18.5

Owner: Moody Farag and Michael Price

Implement new Online Licensing system

100.0%

Aug 27, 2015 13:35:05 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

50.0%

50.0%

Aug 26, 2015 13:26:59 by Alan Zimmermann (Director, Information Technology)

- to be initiated in 2016 to allow resources to focus on project Aptify

Strategy 18.7

Owner: Scott Clark and Alan Zimmermann

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

20.0%

80.0%

Aug 26, 2015 19:08:02 by Scott Clark (Chief Administrative Officer)

IT disaster recovery will be achieved when switching to the new hosting provider by October 31, 2015

Next Steps: an enterprise wide disaster recovery / business continuity plan will be developed

Project is expected to be completed by March 2017

Strategy 18.8

Owner: Matthew Ng and Scott Clark

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

100.0%

75.0%

25.0%

Aug 27, 2015 15:38:40 by Scott Clark (Chief Administrative Officer)

Conduct annual training in privacy and CASL: (85% Completed) Training ongoing.

Next step: Revise FAQ per feedback from training sessions and provide ongoing training on privacy and CASL

Project is expected to be completed by December 2015.

Strategy 18.9

Owner: Alan Zimmermann and Michael Price

Impliment APTIFY Phase 1

100.0%

28.6%

14.3%

57.1%

Aug 25, 2015 15:05:16 by Michael Price (Deputy Registrar, Licensing and Finance)

SME Readiness for User Acceptance Testing: (5% Completed) Progress initiated
IT (and Aptify) Readiness for UAT: (33% Completed) Development to SOW and reports / views creation proceeding
Next steps are to complete development and views by UAT in September
Aptify Go-Live is scheduled for Q1 2016

Strategy 18.10

Owner: Alan Zimmermann and Scott Clark

Aptify - Phase 2

14.3%

85.7%

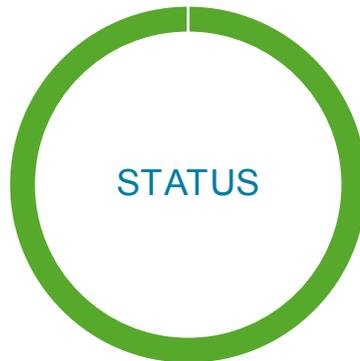
Aug 26, 2015 12:15:08 by Scott Clark (Chief Administrative Officer)

Possible projects identified and prioritized by SMT.
Next Steps: Pending Council budget approval, project requirements will be determined, solutions developed, user acceptance testing conducted and solutions implemented.
Project expected to be completed by Q4 2017.

Strategic Objective 19

Owner: Scott Clark

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



■ 100.0% On Track



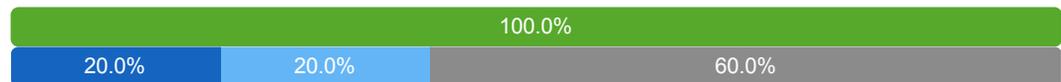
■ 41.9% Completed
 ■ 22.3% In Progress
 ■ 35.8% Upcoming

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



Aug 26, 2015 13:31:54 by Alan Zimmermann (Director, Information Technology)

- engaged vendor (Info-Tech) to provide assessment of PM practices and to provide constructive feedback
- project planned for initiation in October, 2015

Strategy 19.2

Owner: Jeannette Chau and Scott Clark

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



Aug 26, 2015 18:38:37 by Jeannette Chau (Manager, Student & Government Liaison)

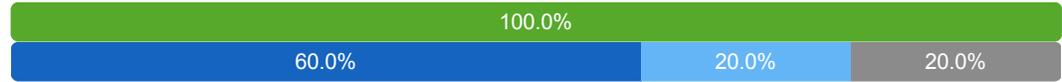
Develop Powerpoint presentation and other training materials: (100% Completed) Powerpoint presentation and script completed.
 Next steps: Produce training module and develop communication strategy.
 Project expected to be completed by Apr 30, 2016.

Strategy 19.3

Owner: Matthew Ng and Scott Clark

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

the learning opportunity for Chapter volunteers



Aug 27, 2015 15:41:43 by Scott Clark (Chief Administrative Officer)

Produce training module for the Chapter FAQ guideline: (100% Completed)
Develop communication strategy for Chapter FAQ guideline module: (70% Completed) RCC, at their July 25 meeting, approved the communications protocol and staff contact protocol.
Next Steps: Communications protocol will be in the September congress package for all regions to comment on and reviewed by Communications Department..
Project expected to be completed by December 2015.

Strategy 19.4

Owner: Matthew Ng and Scott Clark

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



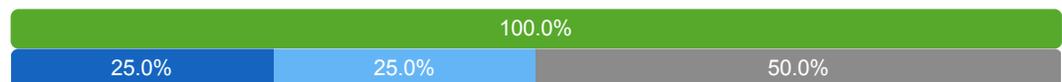
Aug 27, 2015 15:23:12 by Scott Clark (Chief Administrative Officer)

Produce web training module for the chapter chairs and treasurers: (100% Completed)
Develop communication strategy: (50% Completed). Development of the communication strategy underway.
Next Steps: Once complete, Financial FAQ communication strategy will be reviewed by CAO and communications before sending out to the chapters.
Project is expected to be completed by December 2015

Strategy 19.5

Owner: Fern Goncalves and Scott Clark

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



Aug 26, 2015 12:10:17 by Fern Goncalves (Director, People Development)

Employee Manual updated and Senior Management Team review and approval of policy changes pending.
Next steps: Develop and post PDF Employee Manual on SharePoint
Project expected to be completed by: January 2016

Strategy 19.6

Owner: Fern Goncalves and Scott Clark

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



Aug 26, 2015 12:12:54 by Fern Goncalves (Director, People Development)

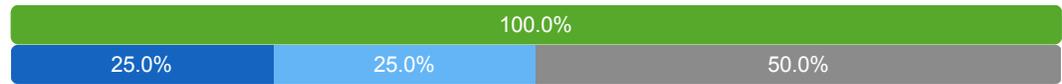
Revisions and updates to first draft production of volunteer orientation web module in progress.
Next steps: Final production and introduction of web module

Projected expected to be completed by: December 2015

Strategy 19.7

Owner: Fern Goncalves and Scott Clark

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



Aug 26, 2015 12:15:22 by Fern Goncalves (Director, People Development)

Ongoing review of current volunteer policies and development of volunteer manual materials.
Next steps: Present draft Volunteer Manual for approval to Senior Management Team and Advisory Committee on Volunteers
Project expected to be completed by: April 2016

Strategy 19.8

Owner: Fern Goncalves and Scott Clark

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



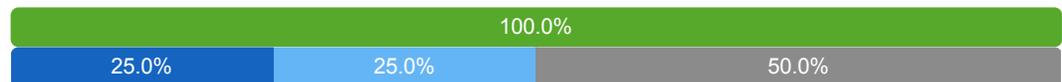
Aug 26, 2015 12:17:32 by Fern Goncalves (Director, People Development)

Production of the privacy policy training web module by ScholarLab ongoing.
Next steps: Review draft module and finalize with ScholarLab
Project expected to be completed by: October 2015

Strategy 19.9

Owner: Fern Goncalves and Scott Clark

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



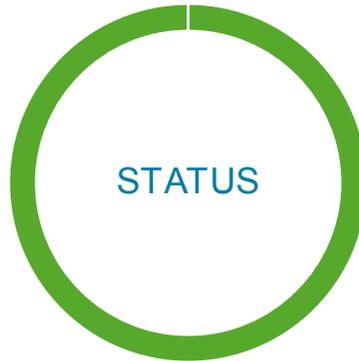
Aug 26, 2015 12:20:45 by Fern Goncalves (Director, People Development)

Draft member needs survey presented to Regional Councillors Committee for peer review.
Next steps: Pending RCC feedback, prepare Briefing Note and recommendation to Council to approve the member survey.
Project to be completed by: February 2016

Strategic Objective 20

Owner: Scott Clark

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



■ 100.0% On Track



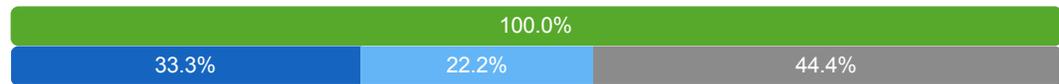
■ 71.7% Completed
 ■ 8.1% In Progress
 ■ 20.2% Upcoming

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



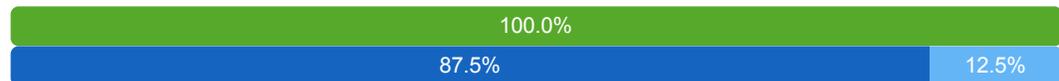
Aug 25, 2015 23:11:42 by Connie Mucklestone (Director, Communications)

Article list confirmed and scheduled, and first article published in July/August issue of Engineering Dimensions. Two other articles are in hand for editing, one to be published in the September/October issue, the other in March/April 2016. Strategy is expected to be completed by December 2017.

Strategy 20.2

Owner: Ralph Martin and Scott Clark

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



Aug 27, 2015 15:44:18 by Scott Clark (Chief Administrative Officer)

An RFP for the Official Elections Agent was completed and sent to six companies. Four submitted proposals. The submissions were reviewed and a recommendation for the Official Elections Agent is going to the September 25 Council meeting.

Next steps: Official Election Agent at the September 25 Council meeting and successful bidder notified.

Project is expected to be completed by September 30, 2015.

Strategy 20.4

Owner: Ralph Martin and Scott Clark

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**Aug 26, 2015 19:14:24 by Scott Clark (Chief Administrative Officer)**

A script and power point slides were completed and sent to the production company to produce the webcast material. Waiting for the production company to complete the webcast.

Next steps: When the production company completes the webcast, staff will be made aware that it is available.

Project expected to be completed by November 30, 2015.

Strategy 20.5

Owner: Ralph Martin and Scott Clark

Develop and implement an electronic queuing and voting application for Council meetings to enhance the effectiveness of the Council Chair and improve meeting efficiency**Aug 26, 2015 19:11:49 by Scott Clark (Chief Administrative Officer)**

General budget for the project was determined and included in 2016 capex budget submission.

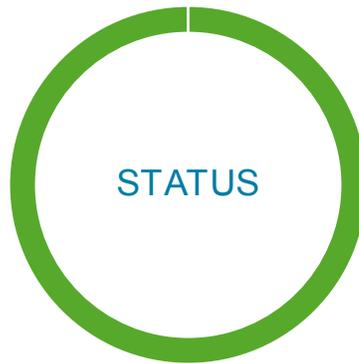
Next Steps: Conduct RFP, develop requirements and solution, conduct User Acceptance Testing and implement solution.

Project expected to be completed by September 1, 2016.

Strategic Objective 21

Owner: Scott Clark

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



■ 100.0% On Track



■ 55.6% Completed
■ 5.6% In Progress
■ 38.9% Upcoming

Strategy Updates

Strategy 21.1

Owner: Manoj Choudhary and Scott Clark

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

100.0%

Aug 26, 2015 16:06:22 by Manoj Choudhary (Manager, EIT Programs)

Licensure Assistance Program (LAP) orientation training module project is expected to commence on January 1st, 2016. The project is expected to be completed no later than July 1st, 2017.

Strategy 21.2

Owner: Matthew Ng and Scott Clark

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%

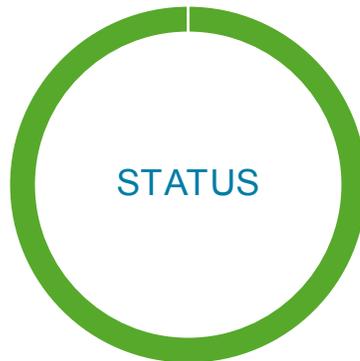
Aug 27, 2015 15:28:10 by Scott Clark (Chief Administrative Officer)

Develop IT Governance protocol for Chapters: (20% Completed) Outlined the IT Governance protocol in preparation for the IT Governance Envisioning meeting.
Next steps: The Task Group will continue to develop the protocol.
Project expected to be completed by December 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



■ 100.0% On Track



■ 37.5% Completed

■ 12.5% In Progress

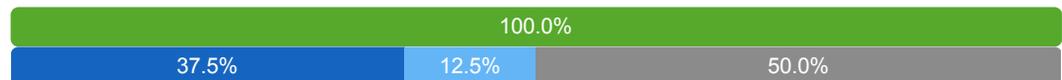
■ 50.0% Upcoming

Strategy Updates

Strategy 22.1

Owner: Moody Farag, Pauline Lebel, and Michael Price

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



Aug 27, 2015 13:36:24 by Michael Price (Deputy Registrar, Licensing and Finance)

Review ERC participation : (100% Completed) Resent information on accessing the on-line training modules to all members of ERC

Determine if mandatory training required: (10% Completed) ERC reminded of training module in business meeting on August 21, 2015

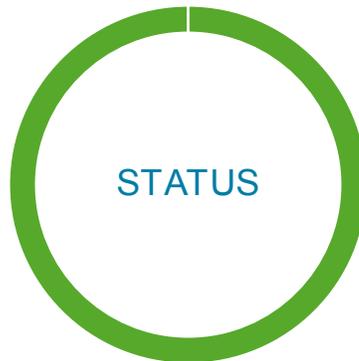
Prepare Briefing Note (if required) for council to make training mandatory: (100% Completed) Training Module was introduced to the Committee and they were encouraged to take the training

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: Fern Goncalves and Scott Clark

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



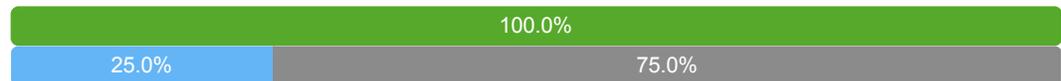
Aug 26, 2015 19:17:04 by Scott Clark (Chief Administrative Officer)

Project expected to commence: October 2015 and expected to be completed December 2016

Strategy 23.2

Owner: Fern Goncalves and Scott Clark

Develop succession plans and talent management strategies to enhance operational effectiveness



Aug 26, 2015 12:27:45 by Fern Goncalves (Director, People Development)

Developing chart to identify key positions and potential staff for the focus of succession planning efforts.

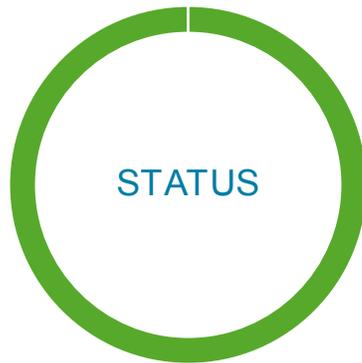
Next steps: Review report with Senior Management Team.

Project 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



■ 32.1% Completed
 ■ 25.0% In Progress
 ■ 42.9% Upcoming

Strategy Updates

Strategy 24.1

Owner: Fern Goncalves and Scott Clark

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



Aug 26, 2015 12:29:51 by Fern Goncalves (Director, People Development)

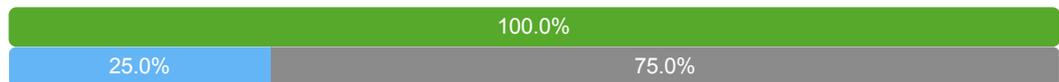
Based on results of job satisfaction survey, conducting research and developing improvement strategies.

Next steps: Present strategies and make recommendations to Senior Management Team
 Project expected to be completed by: December 2015

Strategy 24.2

Owner: Fern Goncalves and Scott Clark

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



Aug 26, 2015 12:31:45 by Fern Goncalves (Director, People Development)

Identify components of an employer-of-choice strategy.

Next steps: Present list of best practices to Senior Management Team and develop employer of choice strategies.

Project expected to be completed by: September 2016

