



# Minutes

## EXPERIENCE REQUIREMENTS COMMITTEE

Meeting of December 9, 2016

### PRESENT:

#### Members:

Santosh Gupta, Chair  
David Kiguel, Vice-Chair  
Duncan Blachford  
Leroy Lees  
Changiz Sadr  
Ravi Gupta  
David Kahn  
Bruce Atrie  
Milorad Dimitrijevic  
Witold Kellermann  
Branislav Gojkovic  
Maged Ibrahim  
Albena Bukurova  
Gordon Ip  
Mohamed Hamed  
Andrew Cornel  
Mihir Thakkar  
Cam Mirza  
Iris Wang  
Tahir Shafiq  
Eric Nejat  
Rishi Kumar  
Antonio Paz  
Andrew Poray  
Bill Jackson

#### Staff:

Michael Price, Deputy Registrar  
Pauline Lebel  
Faris Georgis  
Jasmina Kovacevic  
Muna Labib  
Sami Lamrad  
Mark Hekimgil  
Daniel Mandefro  
Ann Pierre  
Moody Farag  
Marsha Serrette

Julio Vilar  
Mario Orbegozo  
Davinder Bahra  
Tibor Palinko  
Jim McConnach  
Duncan Sidey  
Magdy Attia  
Tom Murad  
Shawky Ibrahim  
Galal Abdelmessih  
Shah Alamgir  
Frank Sigouin-Allan  
Christian Bellini  
Zoran Mrdja  
Berta Krichker  
Bosko Madic  
Reda Feyak  
Saleh Tadros  
Matthew Xie  
John Smith  
Saverio Pota  
Venkat Raman  
Mohinder Grover

### REGRETS:

#### Members:

Savio DeSouza  
Eugene Puritch  
Jeremy Carkner  
George Apostol  
Hazem Gidamy

#### 1. Call to Order and Chair's Remarks

The Business Meeting was called to order at approximately 1:55 pm by the Chair, Santosh Gupta.

He thanked Pauline Lebel and her team for the morning training session.

2. Approval of the Agenda

The Chair, Santosh Gupta added the following items to the agenda under Other Business.

12.1	Response to Licensing committee re: one-year Canadian Experience	Santosh Gupta
12.2	Update on (CP) <sup>2</sup> work	Changiz Sadr
12.3	Establishing an electronic library of technical codes and standards.	Tibor Palinko

It was suggested that item 12.2 be moved up to immediately after Item 2.

**MOTION:**

It was **moved** by Changiz Sadr and **seconded** by Mohinder Grover that the agenda be approved, as amended.

**CARRIED**

12.2 (CP)<sup>2</sup> Update

Changiz Sadr reported to the committee that the (CP)<sup>2</sup> Taskforce presented to Council their final report at the November 19<sup>th</sup> meeting. Council reviewed the report and tasked the committee with additional items.

The proposed model from the taskforce is called PEAK - Practice Evaluation and Knowledge.

PEAK includes 3 parts:

- 1) A questionnaire that will be mandatory for all member after March 31, 2017. The draft version of questionnaire is available to view on the PEO website for testing purposes. Changiz Sadr encouraged everyone to view the questionnaire and answer the practice questions.
- 2) An Ethics refresher module which will also be mandatory for all members after March 31, 2017.
- 3) The recommended number of hours for CPD, which will be based on the outcome of the questionnaire. The recommended number of hours and how members use those hours will not be mandatory for the first year.

The Registrar was tasked by Council to collect one year of data. The Registrar will go back to Council in June 2018 with recommendations based on the results of the data collection and evaluation. Once reviewed, Council will decide what direction they will take in regards to CPD. Council may or may not decide that a CPD strategy is required.

3. Approval of the Minutes of the October 26, 2016 Meeting

**MOTION:**

It was **moved** by Andrew Poray and **seconded** by Galal Abdelmessih that the October 26, 2016 minutes be approved.

**CARRIED**

4. Matter(s) and Action Items Arising from the Minutes and the Experience Requirements Committee Motions and Actions List

No items to report.

5. Chair's Report

Santosh Gupta reported on the following items:

- The ERC subcommittee met on December 6, 2016.
- Dr. Gupta thanked members of the ERC for their hard work throughout 2016, and wished the members and their families a very happy holiday season.
- Rishi Kumar thanked Dr. Santosh Gupta for the good job that he has done as ERC Chair.
- Revision 0 of the ERC Operating Policies and Procedures Manual was released to ERC members attending the training session in the morning.

It was moved by David Kiguel and seconded by Rishi Kumar to publicly thank the members of the taskforce that developed the manual. Taskforce members are:

ERC members: Ravi Gupta (Chair), Mohinder Grover, Jim McConnach, Tibor Palinko, Galal Abdelmessih;

PEO Staff: Pauline Lebel, Nancy Matar and Mark Hekimgil.

**CARRIED**

6. Deputy Registrar's Report

The Deputy Registrar reported on the following items:

- A new date will need to be booked for the April business meeting, as it falls on the same date as the AGM in Thunder Bay. There are a few dates in the new year that will need to be rescheduled due to other Council conflicts.
- Licensing Committee will meet on Wednesday, December 14, 2016.
- Ontario Fairness Commission, PEO has not had any feedback from the OFC.
- Thanked everyone for attending the training session as it is part of the current action plan from the OFC.
- Reminder to committee to complete the Equity and Diversity module.
- CEAB Accreditation Criteria for Universities is an ongoing matter.
- PEO has the lowest membership fees in Canada and its fees have been frozen for 9 years. The P.Eng licence in Ontario is \$220 compared to a licence in Alberta which is \$360.

12.1 Response to Licensing Committee re: one-year Canadian Experience

In response to a Licensing Committee (LIC) request, regarding comments to Appendix B of the LPTF Report, the ERC approved a motion (Business Meeting August 26<sup>th</sup>, 2016) that recommended the one-year Canadian experience should include that the supervisor of the applicant should take responsibility for their work. The ERC position was reported to the LIC and the LIC requested that the ERC reconsider the recommendation that was made. Taking responsibility for the work could have some practical implications that could make it not implementable. The ERC subcommittee concluded that the supervisor needs to be included in taking responsibility for the work. After a brief discussion from committee members regarding monitoring it was concluded that for now PEO should keep the current regulation requirement. ERC will explore a counter solution and assess other alternatives.

**Motion:** It was moved by Andrew Poray and seconded by Berta Krichker, that the ERC endorses the current position that is in the regulations.

**CARRIED**

At the next ERC sub-committee meeting they will discuss alternatives to Canadian Experience and the topic will be further discussed at the next ERC meeting.

7. Council Liaison Report

Christian Bellini reported on the following items:

- Council met on November 19, 2016. One of the items on the agenda was the Government Liaison Program (GLP). Council engaged an outside independent professional to do an evaluation of the program. The consultant produced a report with recommendations that were reviewed by Council.
- The 2017 Budget was passed.
- The (CP)<sup>2</sup> Report was accepted.
- Council passed a new process for appointing directors to Engineers Canada. The new process will be managed by the Human Resources Committee. To be eligible for a director position you would have to be a present or former Council member.
- There was a new guideline passed for Structural Condition Assessments.
- Council reapproved CEAB to act as their agent in accreditation of Canadian Engineering Programs.
- The 2017 Committees and Taskforce membership rosters were approved
- Council rescinded a motion that they previously passed to create a delegation on supervising engineering work performance standard. They have now directed Professional Standards Committee (PSC) to provide a guideline on the topic.

8. Matters arising from the December 6<sup>th</sup>, Sub-Committee meeting

Santosh Gupta reported to the committee that there will be a discussion on introducing a fee for ERC interviews. This item will be discussed at the January subcommittee meeting and the outcome of the discussions will be presented at the ERC Business meeting in February. Duncan Blachford, proposal and comments have been posted on the ERC chat forum.

Galal Abdelmessih requested that the motion that was passed at the October 26, 2016 meeting regarding Limited Licence process be put on the actions list.

9. ERC Procedures Manual release

Santosh Gupta reported that at the last subcommittee meeting the subcommittee members thanked the current task group on all the work they have done to create the manual. Any further work on the manual and its maintenance will have to be done by a new working group. The terms of reference for the new group will be developed by Jim McConnach with assistance from Ravi Gupta. The procedures manual will be sent out electronically to all members of the committee, and a SharePoint account will be created so that the document can be downloaded by ERC members.

10. ARC Activities Report

A copy of the report of the ARC from its Chair Leila Notash is in today's package for member to review.

The ARC Chair Report includes the following:

A motion at the September Council meeting directed all committees to revise their Terms of Reference in accordance with the Terms of Reference template as presented at the meeting at C-508-2.8 (Appendix A), and to indicate the length of service and maximum term limits for chair, vice chair and members by March 31, 2017. To facilitate the Committee succession planning and to provide for turnover and ensure continuity, at the October meeting, the term limit of the ARC Chair and Vice Chair was changed to two year terms with the expectation that the Vice Chair would become Chair after two years under normal circumstances. The ARC believes that it should not have term limits on volunteers due to the expertise that is required on the ARC.

The ARC has approved that every January an annual update be done for the Licensing and Registration Policies and Guidelines (aka, “the Redbook”). The revisions will be distributed to the committee via email. The last revision for 2016 will relate to the assessment of the academic credentials considering the PEO Boardsheet of the Academic Requirements Committee.

11. ERC Chat Topics

There are Licensing items in the chat that are of interest to members of the committee. The Chair encouraged members to log into the chat forum and leave comments.

12. Other Business

The Chair, Santosh Gupta appealed to every member of the ERC to make themselves available for the work of the ERC. The staff of PEO will keep track of the participation of each member of the committee. Inactive members could see their names removed from the ERC roster.

13. Adjournment

The meeting was adjourned at 4:28 PM.