

# MINUTES

## 30 x 30 TASK FORCE

Wednesday, April 03, 2019

Teleconference: 7:00-8:30 pm

### Attendees

Chair: Helen Wojcinski, P.Eng.  
Council Liaison: Bob Dony, P.Eng.  
Lola Hidalgo, P.Eng.  
Christian Bellini, P.Eng.  
Staff Advisor: Jeannette Chau, P.Eng.

#### 1. Call to Order

The meeting was called to order at 7:00 p.m.

#### 2. Conflicts of interest

The chair asked if there were any conflicts of interest. There were none.

#### 3. Approval of the Agenda

Moved by Bob Dony, seconded by Lola Hidalgo.

**That the Agenda be approved. APPROVED.**

#### 4. Action Log

Helen Wojcinski reviewed the action log. Jeannette Chau to update the action log with the completed items.

#### 5. Recent Developments

##### a. ARC presentation

Bob Dony reported back on the ARC meeting. ARC is supportive and ready to help with measurements for 30x30.

##### Licensing committee presentation

Christian Bellini attended in-person at the LIC meeting and Lola attended via teleconference. The 30x30 presentation was well received.

##### b. Participation in CLEAR event on March 21, 2019

Helen presented at a CLEAR event with Annette Bergeron. They were very interested in what the 30x30 Task Force is doing.

##### c. PEO communications – Meeting with David Smith

Helen met with PEO Director of Communications David Smith on March 21 regarding how to promote the 30x30 on social media. After the meeting he posted a photo from the Women's groups Awareness session on Facebook and has begun tweeting on it.

**d. RCC Meeting on April 6 – Lola Hidalgo**

Special funding requests for 30x30 should go through RCC first and not through the 30x30 Task Force. RCC could also ask the chapters to allocate money in their budget towards 30x30 activities.

**e. Preparations for Awareness Session for Chapter Leaders and Employers**

Responses have been coming in for the Awareness sessions.

Helen has been approaching many employers. There are 13 persons confirmed to date from a mix of large and medium firms.

**6. Awareness Session for Chapter Leaders – April 11, 2019**

**a. Confirmed Attendance as of April 3, 2019**

April 11 – Chapter Leaders: 12 in-person, 15 Via Teleconference

May 9 – Employers: 13 in-person

**b. Logistics for the Event – Teleconf/In-Person Attendance**

Adobe Connect has been arranged. The Adobe Connect link, teleconference details, and presentation will be emailed on Friday April 5<sup>th</sup>.

Manager of Chapters Adeilton Ribeiro will be on site as staff support and will manage the presentation on Adobe Connect.

Name tent cards are being prepared by Sylvia Millstein. Sylvia has already sent in the catering and security forms. Jeannette will update them with additional attendees next week.

**Action: Jeannette Chau to confirm if the presentation can be recorded on the Adobe Connect.**

**c. Presentation – Updates, who will cover which slides**

Helen Wojcinski reviewed the slides to be presented at the April 11<sup>th</sup> session.

**7. Other Business**

There was no other business.

**8. Next Meeting Date**

The Awareness session will be Thursday, April 11<sup>th</sup>

**Action: Sylvia to send a Doodle poll to schedule a 30x30 teleconf before the May 16 Awareness meeting.**

**9. Adjournment**

The meeting was adjourned at approximately 8:30 pm