

MINUTES

30 x 30 TASK FORCE

Thursday, September 27, 2018, 7:00-9:00 p.m.

Attendees

Chair: Helen Wojcinski, P.Eng.
Vice-Chair: Christian Bellini, P.Eng. (via teleconference)
Council Liaison: Bob Dony, P.Eng.
Staff Advisor: Jeannette Chau, P.Eng.
Regrets: Lola Hidalgo, 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. No conflicts were identified.

3. Approval of the Agenda

Moved by Bob Dony, seconded by Christian Bellini.

That the Agenda be approved. APPROVED.

4. Approval of the Minutes of the July 24, 2018 Meeting

Moved by Christian Bellini, seconded by Bob Dony.

That the Minutes of the July 24, 2018 meeting be approved. APPROVED.

5. Recent Developments

- **OSPE WEACT Fall Forum (www.ospeweact.ca)**

Helen Wojcinski, Lola Hidalgo, and Jeannette Chau will attend the WEACT Fall Forum.

The WEACT Fall Forum is currently sold out at 800 attendees.

President Dave Brown and President-elect Nancy Hill will also be attending.

An observation was made that a specific slot to speak about 30x30 does not appear on the WEACT agenda yet.

- **OSPE's Sponsorship Requests of PEO - Booth**

Engineers Canada will have a booth at the conference.

Discussion as to whether PEO will also have a booth.

Action: Helen Wojcinski will add a question as to whether PEO will have a booth at WEACT to the items for discussion at JRC. Jeannette Chau to also inquire as to which PEO staff are responsible for booth arrangements.

6. Review of 30x30 Task Force Work Plan and HR Plan

The 30x30 Work Plan was reviewed and discussed.

There was a suggestion to invite PIC Chair Marilyn Spink to the next 30x30 Task Force meeting to align the Public Information Campaign messaging. The Task Force would like to see what documentation is available on PIC.

Establishment of tracking of numbers and annual reporting moved to December timeframe.

The Task Force would like to present at the February Council Plenary.

Funding – payment for PIC consultant to come speak to the Task Force

Action: Jeannette Chau to determine who the PIC Staff support is and obtain information on PIC from them

Action: Jeannette Chau to request that the 30x30 Task Force be placed on the February 7 Plenary session.

Action: Helen Wojcinski will amend the Work Plan and HR Plan as discussed and resend to the Task Force.

Moved by Bob Dony, seconded by Christian Bellini.

That the 30x30 Work Plan be approved as amended. APPROVED.

The HR Plan was reviewed and discussed.

Moved by Bob Dony, seconded by Christian Bellini.

That the 30x30 HR Plan be approved as amended. APPROVED.

7. Discussion of Draft Mapping of Owners to PEO Action Plan

The Task Force reviewed the Action Plan and the mapping of owners to the action items.

Each of the Engineers Canada Promising Practices were discussed.

A contact list of the various groups/owners needs to be established.

Action: Helen Wojcinski will make edits to the Action Plan and send back to the Task Force.

Action: Jeannette Chau to post the Council approved Action Plan on the 30x30 Task Force website

8. Other Business

JRC update

The 30x30 initiative is now to be a standing agenda item on the Joint Relations Committee (JRC).

There is a request for the 30x30 Task Force to provide updates for either the President or Registrar to report at each JRC meeting.

Action: Helen Wojcinski to provide an update on the 30x30 Task Force for the October 1st JRC meeting.

Request for Presentation

Helen Wojcinski has been asked to speak on the 30x30 initiative at Arup, an engineering company. Christian Bellini will accompany Helen to the meeting. Meeting date to be determined.

9. Next Meeting

The next meeting is scheduled for October 18, 2018. Bob Dony will not be available then. The meeting is to be rescheduled so all members can be present.

Action: Jeannette Chau to send a Doodle poll to determine another October meeting date.

Action: Flip charts to be available for brainstorming at next meeting

10. Adjournment

The meeting was adjourned at approximately 9:00 pm