



Minutes

A MEETING of the CENTRAL ELECTIONS AND SEARCH COMMITTEE was held on Thursday, July 27, 2017 at 6:30 p.m.

Present: T. Chong, P.Eng., Chair
B. Dony, P.Eng., President
G. Comrie, P.Eng. Past President
N. Fung, P.Eng.
J. Obaid, P.Eng.
H. Wojcinski, P.Eng. [via teleconference]

Staff: S.W. Clark, LL.B. Chief Administrative Officer
and General Secretary
D. Smith, Director, Communications
D. Power, staff support

CALL TO ORDER Notice having been given and a quorum being present, the Chair called the meeting to order.

APPROVAL OF AGENDA Moved by President Dony, seconded by N. Fung:
That the agenda be approved as presented.

CARRIED

APPROVAL OF MINUTES FROM MAY 17, 2017 MEETING Moved by President Dony, seconded by J. Obaid:
To approve the May 17, 2017 minutes as presented.

CARRIED

PROPOSED CHANGE TO THE 2018 ELECTION PUBLICITY PROCEDURES REGARDING TEMPLATE FOR CANDIDATE'S ELECTION MATERIAL The committee reviewed the proposed changes to the 2018 Election Publicity Procedures regarding the template for candidate's election material.
The following changes were recommended and agreed to:
Number 3 – replace Appendix A with Schedule A in order to be consistent with the wording in number 13.
Number 16 – correct spelling of "Candidate" on the third line
Number 19 – correct spelling of "network" on the first line
Schedule A – correct spelling of "separately" on the fifth line of the second paragraph

H. Wojcinski noted that the Publicity Procedures do not indicate that all regions must host an "All Candidates Meeting." She noted that there should be consistency so that there are no complaints. Past President

Comrie noted that Council did not approve a uniform approach to doing this. J. Obaid noted that this recommendation was due to an incident during the 2017 election wherein some candidates were campaigning at a Chapter event while other candidates were excluded because they were not invited. The CESC, as a result, put forward some recommendations that would level the playing field. It was noted that Recommendation #14 in the Issues Report deals with this. The recommendation is to ***“amend the Voting Procedures to indicate that Chapters must invite all candidates for that region including at-large candidates to All Candidate meetings.”*** Section 20 of the 2018 Election Voting Procedures states that ***“In the event a Chapter holds an All Candidate meeting, the Chapter must invite all Candidates for which voters in that region are eligible to vote to the meeting.”*** Furthermore, item 19 in the Election Publicity Procedures states that ***“Candidates may attend chapter annual general meetings and network during the informal portion of the meeting. Candidates are permitted to attend chapter functions in their current official capacity but are prohibited from campaigning while operating in their official capacity.”*** S. Clark referred to #11 in the Issues Report approved by Council at its June 23, 2017 meeting which recommends that ***“PEO provide financial support to Chapters to support one regional All Candidate meetings per region. The all Candidate meetings be coordinated by the Regional Councillor Committee (RCC) and organized by the PEO Chapter office. PEO will also provide the opportunity for candidates to participate in these meetings via Skype type application or teleconference.”*** This recommendation supports the hosting of an “All Candidates meeting” per region but does not make it mandatory. S. Clark noted that Council, via the Issues Report, has instructed the RCC to set up the framework for the regional All Candidate meetings. While the CESC owns the procedures, it is the RCC that will decide the framework. If the CESC is not in favour with the framework this matter would have to go before Council.

Action: S. Clark will incorporate the wording from Issues Report item 11 into the Publicity Procedures regarding the All Candidates meetings as well as indicating that all regions are encouraged to host one regional All Candidates meeting and that invitations will be extended to all candidates who are running.

There was considerable discussion regarding the template for election material. The template was designed based on OSPE’s model. D. Smith explained that the template is a PDF fillable form and that there are a number of fixed lines for each field.

The following changes were recommended and agreed to:

- Add (s) to degrees
- Remove one line from the degrees section
- Remove one line from the employment history
- Completely remove “Another province/country” category
- Remove subsections for each of Council, Committees and Chapters

- with only blank, fillable space to remain
- Move the other professional affiliations and community service section above the years of registration section, and ensure it has the same amount of fillable space as the PEO participation section

S. Clark noted that Candidates who do not have enough room on the left hand side of the template can provide information under Candidates statement on the right hand side. If more information is required they can take advantage of the 1,000 word provision that is available.

Past President Comrie suggested that the revised template be made available for testing prior to the September Council meeting to identify issues, if any.

Action: D. Smith will make the revised template available to test prior to the September Council meeting.

Moved by President Dony, seconded by N. Fung to approve the proposed changes to the 2018 Election Publicity Procedures regarding the template for candidate's election material with amendments as well as proposed changes to the template.

CARRIED

CANDIDATE SEARCH

Past President Comrie stated that the CESC Terms of Reference should indicate that there is an obligation to make sure there are at least one or two candidates in each position that the committee has confidence in and that these candidates be identified well in advance.

H. Wojcinski added that, as a Past Chair of the OSPE Nominating Committee, that committee actively sought out candidates. This does not preclude others from putting their name forward. She is also in favour of a Skills Matrix. S. Clark advised that the Succession Planning Task Force has been tasked with developing a Skills Matrix but that this would not be available in time for the 2018 election.

President Dony suggested that the unsuccessful 2017 Council election candidates be encouraged to participate in the 2018 election. There should also be a strategy for reaching out to the broader community.

H. Wojcinski suggested an enhanced communication strategy (electronically based) beyond PEO to target other organizations such as OPG, CEO, IEEE, Government, etc. S. Clark advised that item 11 in the Issues Report addresses this in that it states that ***“CESC to work with Communications to develop an enhanced communications plan for the 2017-2018 Council election.”***

J. Obaid advised that when attending Chapter events she brought the nomination forms with her and spoke to potential candidates. Personal contact is very effective. She further advised that some people she

approached indicated that they could not run at present due to family or work commitments but may be interested in running in the future. Past President Comrie suggested that a Master List be developed to keep track of such individuals.

S. Clark suggested that committee members keep each other informed of who they have contacted and the outcome so that potential candidates are not contacted unnecessarily.

President Dony suggested that each committee member start preparing a list of who they would like to contact in order to develop a cohesive plan.

OTHER BUSINESS

There was no other business brought forward for discussion.

NEXT MEETING

Action: Staff will work with the Chair to identify some dates in September for the next meeting.

There being no further business, the meeting concluded.

These minutes consist of four pages.

T. Chong, P.Eng., Chair

S.W. Clark, LL.B., Chief Administrative Officer and
General Secretary