



Minutes

A MEETING of the CENTRAL ELECTIONS AND SEARCH COMMITTEE was held on Thursday, October 15, 2015 at 3:30 p.m.

- Present:** A. Bergeron, P.Eng., Chair
J. D. Adams, P.Eng., Past President [via teleconference – joined at 3:40 p.m.]
A. Mukama, P.Eng.
Z. Liu, P.Eng. [arrived at 4:00 p.m.]
- Staff:** S.W. Clark, LL.B. Chief Administrative Officer
and General Secretary
R. Martin, Manager, Secretariat
M. Ng, Manager, Chapters
C. Mucklestone, Director, Communications
D. Power, staff support
- Regrets:** G. McDonald, P.Eng., Registrar
T. Chong, P.Eng., President
- Guests:** D. Brown, P.Eng, Chair, Regional Search and Election Committee (Eastern Region) – [via teleconference]
E. Kuczera, P.Eng, Chair, Regional Search and Election Committee (Western Region) [arrived at 3:40 p.m.]
D. Preley, P.Eng., Chair, Regional Search and Election Committee (Northern Region)
C. Sadr, P.Eng., Chair, Regional Search and Election Committee (East Central Region)
W. Turnbull, P.Eng., Chair, Regional Search and Election Committee (West Central Region)

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

APPROVAL OF AGENDA The agenda was approved as presented.

CENTRAL ELECTION AND SEARCH COMMITTEE ORIENTATION Mr. Martin presented the Central Election and Search Committee Orientation and responded to questions along with Mr. Clark.

Councillor Sadr requested that this presentation be sent to the RESC Committee members.

APPROVAL OF MINUTES FROM AUGUST 12, 2015 MEETING Moved by Past President Adams, seconded by Ms. Bergeron:

That the August 12, 2015 minutes of the Central Elections and Search Committee be approved as presented.

CARRIED

APPROVAL OF 2016 COUNCIL LIAISON

This was deferred until a meeting where all committee members were present.

APPROVAL OF 2016 HUMAN RESOURCES PLAN

The Committee reviewed the draft Human Resources Plan for 2016. Changes were made to the Tasks, Outcomes and Success Measures portion of the work plan as follows:

Under Tasks/Activities –

Annually review the types of issues received during the election and incorporate, where appropriate, into the voting and publicity procedures **and engagement** for next year’s election

Under Outcomes Success Measures -

At least one **or two** candidates have agreed to run for each of the at-large positions.

Adding **“Active Communications and co-ordination with the Regional Election and Search Committees (RESCs).”**

Moved by Ms. Bergeron, seconded by Past President Adams:

That it be recommended to Council that Council approve the 2016 Central Election and Search Committee Human Resources Plan as amended.

CARRIED

Ms. Bergeron requested that letters be sent to all those who put their names forward to serve on the Central Elections and Search Committee (CESC), thanking them for their interest. Mr. Clark advised that this is coordinated through Volunteer Management.

APPROVAL OF 2015 – 2016 CESC WORK PLAN

The Committee reviewed the draft CESC Work Plan for 2015-2016.

The following words were added to the currently in place column under Broad Engagement:

- Two additional members drawn from the membership at large, **career stages to be considered.**

Moved by Past President Adams, seconded by Ms. Bergeron:

That it be recommended to Council that Council approve the 2015-2016 Central Elections and Search Committee Work Plan as amended.

CARRIED

Strategies to increase voter participation were discussed. A

telephone campaign will be implemented in conjunction with the voting material that is sent out. The telephone call will act as a reminder that voter information has been sent and for members to vote.

RESC – CANDIDATE SEARCH UPDATES

West Central Region

- Councillor Turnbull reported that approximately five members have expressed interest, including some past candidates, Chapter Chairs and Vice-Chairs.

Northern Region

- Councillor Preley has been attending Chapter meetings and has sent several emails encouraging members to run. There have been no names submitted to date. He will continue his efforts.
- Ms. Bergeron suggested a name of a potential candidate.

East Central Region

- Councillor Sadr advised that he had seven names but that one member withdrew his name due to work issues. Three of the candidates have run before.
- A meeting was held to discuss the role of a Councillor.
- A communication will be sent to all regions with the key dates to encourage members to run.

Western Region

- An email sent to the Chapter Chairs from Councillor Kuczera was distributed at the meeting to which he has received several responses. He will send a follow up email containing the key dates
- Councillor Kuczera advised that he spoke to four individuals at the recent Chapter Congress. He noted that some are hesitant due to workload.

Eastern Region

- Councillor Brown will be looking at upcoming events such as the OPEA Gala and Chapter Leaders Conference (CLC) in November to seek out candidates. He is aware of four members who have expressed interest and will continue to encourage them.

In response to a query regarding the posting of the Election Guide on PEO's website Ms. Mucklestone advised that this will be available at the start of the nominations.

Mr. Clark advised that Past President Adams spoke about the upcoming election at the recent Committee Chairs Workshop on

behalf of Mr. Denis Dixon who was unable to attend.

Ms. Bergeron thanked the Regional Councillors for their continued hard work.

CESC – CANDIDATE SEARCH UPDATES

Ms. Bergeron advised that she has attended several town hall meetings encouraging members to run for office and is actively promoting people to run.

COMMUNICATION TO ENCOURAGE CANDIDACY

Ms. Mucklestone reviewed the communication strategies that are being planned to solicit candidates for the 2016 PEO elections as follows:

- Nominations open October 26, 2015 – the election website will be on line with the Election Guide, forms, etc. There will be a banner on PEO's home page announcing the Call for Candidates
- Eblast Oct 26th with reminder closer to close of nominations
- Social Media such as Twitter, Linked In and Facebook will be fully engaged for the first time
- Banners, where possible, can be added to Chapter websites
- A Call for Candidates will go out in *Engineering Dimensions* the second week of November
- The President will be encouraged to remind members about the opportunity to run for Council whenever he is attending events
- Media Releases will be sent to engineering media, such as *Daily Commercial News, Canadian Consulting Engineer*, to take advantage of their daily online news feeds
- At CLC – opportunity to place call for nominations in President Chong's speech for at large positions and Councillor Sadr can speak to the issue in his opening remarks with respect to the regional positions

In response to a query Ms. Mucklestone confirmed that candidate profiles will be available in the January/February issue of *Engineering Dimensions*

NEXT MEETING

Mr. Martin will send out a doodle poll to determine the best date for the next meeting.

There being no further business, the meeting concluded.

These minutes consist of four pages.

A. Bergeron, P.Eng., Chair

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