
Minutes

Equity & Diversity Committee

Tuesday, June 25, 2019

Room 1B, PEO Offices

5:30 PM

Present: Vera Straka, P. Eng. (Chair)
Nima Eslaminasab, P.Eng.
Georgia Fotopoulos, P.Eng.
Vicki Hilborn, P.Eng.
Manasi Koushik, P.Eng. – by teleconference
Nermen Maximous, P.Eng.
Juwairia Obaid, P.Eng.
Ramesh Subramanian, P.Eng. (Council Liaison) – by teleconference
Ryan Zizzo, P.Eng. (Vice Chair)

Staff: Margaret Braun
Rob Dmochewicz
Jordan Max (Guest)

1. Opening Remarks

The Chair, Vera Straka, called the meeting to order at 6:00 PM and welcomed everyone. She introduced three new committee members: Vicki Hilborn, P.Eng., Nermen Maximous, P.Eng., and Juwairia Obaid, P.Eng.

2. Presentation from Jordan Max, PEO Policy Manager

Rob Dmochewicz introduced Jordan Max, PEO Policy Manager. Vera advised that, currently, PEO is undergoing an external regulatory review and, with three new EDC members, the committee seeks opportunities to make its work more efficient and aligned with PEO's mandate. Therefore, she asked Jordan to deliver a presentation about PEO Mandate and Overview.

Jordan advised the committee that the principal object of PEO is to regulate the practice of professional engineering. His presentation also included PEO organization, how PEO protects the public interest, requirements for licensure and types of licences, and PEO committees.

3. Review the EDC Terms of Reference

Following Jordan's presentation, Vera asked the committee what the EDC role should be, in a rapidly changing environment of PEO and the engineering profession. She reviewed the EDC Terms of Reference and PEO Equity & Diversity Policy and advised that both documents should be updated. Rob advised that the EDC Terms of Reference is the committee's framework document used to develop annual Work Plans. The committee discussed lack of mechanism to submit a complaint by licence applicants who experienced bias for gender, ethnicity, etc. It was also an agreement that the committee would rather require a feedback from those PEO stakeholders who experienced various bias than an anonymous survey. Vera reported some barriers in a process of executing EDC key duties and responsibilities as the committee does not have access to regulatory procedures for



licensing, complaint, discipline, enforcement, etc. She also asked that committee members read the External PEO Regulatory Performance Review Report and study the EDC Terms of Reference and PEO Equity & Diversity Policy before next meeting in September, when committee has to develop the 2020 Work Plan. Further discussion was deferred to next meeting.

Action:

- EDC members to read the External PEO Regulatory Performance Review Report and to study the EDC Terms of Reference and PEO Equity & Diversity Policy as a preparation to further discussion at the meeting in September.

4. Approval of Agenda

The Agenda of the June 25, 2019 meeting was reviewed and approved as presented.

Moved by Georgia Fotopoulos, seconded by Ryan Zizzo:

That the Agenda of the meeting be approved as presented.

MOTION CARRIED

5. Approval of Draft Minutes (February 6, 2019)

The Minutes of the February 6, 2019 meeting were reviewed and approved as presented.

Moved by Ryan Zizzo, seconded by Nima Eslaminasab:

That the Minutes of the meeting held on February 6, 2019 be approved as presented.

MOTION CARRIED

6. Approval of Draft Minutes (March 26, 2019)

The Minutes of the March 26, 2019 meeting were reviewed and approved as presented.

Moved by Ryan Zizzo, seconded by Georgia Fotopoulos:

That the Minutes of the meeting held on March 26, 2019 be approved as presented.

MOTION CARRIED

7. Update on EDC Membership

The Chair advised that, with three new members, the committee roster is complete.

8. Report on E&D Online Module Usage

Rob reviewed the Equity & Diversity online module usage report. Between December 2018 and May 2019, 35 new users visited the module, including 9 new PEO volunteers, 1 Councillor, and 1 PEO staff. There were no new users from the remaining groups that are monitored by EDC.

The committee discussed that, even the module is mandatory for some committees and Council, there is no enforcement. Therefore, a question arose: How to proceed with volunteers who did not complete the module? Ramesh suggested putting this item on the Agenda for the Regional Councillors Committee (RCC) meeting on July 13. Vera advised that she will connect with Nancy Hill, PEO President, to speak about this matter.

Action:

- Ramesh to include the E&D online module usage in the RCC Agenda for their July 13 meeting
- Vera to connect with PEO President, Nancy Hill, to discuss enforcement strategies for the E&D online module



9. Proposal for Chapter E&D Award – Update from AWC

Rob reported that, at their March 25 meeting, Council passed the following motion: That the Chapter Equity and Diversity Award be referred to the Equity and Diversity Committee and Awards Committee (AWC) to report back to Council at the November meeting. The Chair advised that, as directed by Council, she and the AWC Chair, John Severino spoke about mutual recommendations. Rob reported that the proposal to introduce a Chapter E&D Award was discussed again at the AWC Strategic Session on June 7 and it was the committee's consensus to provide the following feedback to EDC:

- That AWC recognizes the importance and benefits of the Chapter E&D Award, presented at the local level;
- That AWC will incorporate an E&D component into the criteria for the OPEA Citizenship Award.

Vera advised that she will speak with the AWC Chair, to provide mutual recommendations to Council (regarding a Chapter E&D Award), on behalf of EDC and AWC.

Action:

- Vera to speak with the AWC Chair, to provide mutual recommendations to Council (regarding a Chapter E&D Award), on behalf of EDC and AWC.

10. Indigenous Land Acknowledgement – Briefing Note Submitted to Council

The EDC Council Liaison, Ramesh Subramanian advised that, at the June 21 Council meeting the following motion passed: That Council directs the Registrar to complete policy development and draft a policy for Council's decision, by November 2019, on how to acknowledge Indigenous territorial land at PEO Council, chapter, committee and staff meetings and events. The committee agreed that the Indigenous Land Acknowledgement initiative falls within the EDC mandate. Ramesh advised the committee to wait for further directions from PEO Registrar.

11. New Business

No new business.

Next Meetings:

- Tuesday, September 24
- Tuesday, December 10

There being no further business, the meeting adjourned at 8:15 PM.



LIST OF ACTION ITEMS:

Responsible	Action	Date Assigned	Status
EDC members	To read the External PEO Regulatory Performance Review Report and to study the EDC Terms of Reference and PEO Equity & Diversity Policy as a preparation to further discussion at the meeting in September	June 25, 2019	
Ramesh	To include the E&D online module usage in the RCC Agenda for their July 13 meeting	June 25, 2019	
Vera	To connect with PEO President, Nancy Hill, to discuss enforcement strategies for the E&D online module	June 25, 2019	
Vera	To speak with the AWC Chair, to provide mutual recommendations to Council (regarding a Chapter E&D Award), on behalf of EDC and AWC	June 25, 2019	