



# Minutes

## EXPERIENCE REQUIREMENTS COMMITTEE

### Meeting of August 23, 2019

#### PRESENT:

#### MEMBERS:

David Kiguel-Chair  
Changiz Sadr-Vice Chair  
Tibor Palinko  
Santosh Gupta  
Andrew Cornel  
Duncan Blachford  
Ravi Gupta  
Zeljko Sucevic  
Peter Jarrett  
George Apostol  
Lionel Ryan  
Jianguo Wang  
Savio Desouza  
Vasanthia Wijeyakulasuriya

#### REGRETS:

Michael Dang  
Saverio Pota  
Francis Sigouin-Allan  
Andrew Poray  
John Smith  
Moody Farag  
Antonio Paz  
Rishi Kumar  
Sat Sharma  
Mathew Xie  
Titus Rusu  
Bill Jackson

David Kahn  
Berta Kritchker  
Zoran Mrdja  
Devinder Bahra  
Branislav Gojkovic  
Gabriel Onea  
Cam Mirza  
George Chelvanayagam  
Jim McConnach  
Christian Bellini  
Mohinder Grover

Michael Wong  
Hisham Alkabie  
Leroy Lees  
Bosko Madic  
Mohamed Mushantat  
Saleh Tadros

#### STAFF:

Faris Georgis  
Daniel Mandefro  
Mark Hekimgil  
Edward Tahiri  
Gersan D'Souza  
Jasmina Kovacevic  
Ann Pierre  
Muna Labib  
Ian Daniels

#### GUEST:

Ramesh Subramanian  
Jonny Zuccon  
Guy Boone

**1. Call to Order and Chair’s Remarks**

The Chair, David Kiguel, called the meeting to order at approximately 1:30 p.m.

The ERC members and PEO Licensure staff briefly introduced themselves, including the two guests attending today’s meeting, Johnny Zuccon, PEO’s CEO/Registrar and the Eastern Region Councillor, Guy Boone.

The Chair advised that Pauline Lebel the Licensure Manager, has taken a medical leave for three months and Faris Georgis will be assisting during this period.

The Committee sends their wishes for her quick recovery.

**2. Approval of the Agenda**

It was **moved** by Santosh Gupta and **seconded** by Lionel Ryan that the agenda be Approved as amended.

- Item 15: Discussion on the application form used to describe their projects.
- The date of the meeting in the Agenda is incorrect. Should be corrected.

**CARRIED**

**3. Approval of Minutes of the June 27, 2019 Business Meeting**

It was **moved** by Mohinder Grover and **seconded** by George Apostol to approve the minutes of the June 27, 2019 Business Meeting with the following amendments:

- Mohinder Grover was present at the last meeting, but not mentioned in the list.
- Changiz Sadr’s name appears twice.
- Amending member names to include full names.
- Item 3, page 2: Second paragraph: This is not an agenda item, it should be moved to matters arising.
- Item 3, Page 3: 3<sup>rd</sup> paragraph referring to page 12 should be moved to matters arising.
- Page 7: The sentence advising “PEO should interact with universities” should be removed.
- Page 7: The last sentence needs to be changed to “If” the policy.

**CARRIED**

**4. Matters and Action Items Arising from the Minutes and the ERC Motions and Action Lists**

**Action 1:** The Report is still under review regarding the two-year experience requirement. Faris Georgis is to provide the white paper request which was sent to Council. Ongoing.

**\*Comment - Change the format of the Action Table & add tasks from previous meetings.**

**Action 2:** Daniel Mandefro will be drafting the ERC Annual budget plan. In progress.

**Action 3:** Application form for interviews has been approved and is being used by all interviewees. The action will be discussed in the Agenda.

## 5. **Chair's Report**

David Kiguel reported on the following items:

- ERC representatives attended the ARC meetings on July 19<sup>th</sup> and August 16<sup>th</sup> and reported on ERC activities.
- ERC representatives attended the LIC meeting on August 15<sup>th</sup> and will be addressed in Item 13.
- ERC Quality Review Board met on July 31<sup>st</sup> to review 4 interviews. There were reoccurring findings, which need to be addressed, however, they are not critical.
- Three new members have joined the ERC, they have received training and begun interviewing applicants. They are Mirsad Mulaosmanovic in the Mechanical discipline, Edward Poon in the Civil discipline and Obrad Aleksic in the Electrical discipline.
- Julia Rozhko resigned from the committee.

### **ERC Sub-Committee Activities**

The ERC Sub-Committee met on July 31st and discussed the following matters:

- The recommendations from the Consultant report have been reviewed. Most items are completed or ongoing, and we will report to the ERC as the opportunity arises.
- The policy for Eliminating Bias was approved by Council.
- The committee discussed the possibility of a “perceived conflict of interest” when volunteers have conducted private discussions with applicants regarding the PEO application process, only PEO sponsored events were deemed acceptable.
- The subcommittee completed the review for new reporting forms to be used.

## 6. **Staff's Report Including OFC Update**

Faris Georgis addressed the Committee regarding the sudden illness of the Manager of the Licensure team, Pauline Lebel, and thanked the team, for assisting during this time.

PEO met with the OFC on July 25<sup>th</sup> regarding the below issues:

- Enquiry Tracking System – The IT Department has selected an automated system to incorporate over the next year. This is to ensure PEO is being held accountable in responding to all telephone, email, letter enquiries sent in.
- Peer review – PEO provided Company Policies to the OFC which will assist for any future audits.
- PPE psychometric evaluation – The evaluation was deemed valid by the consultants; however, it does not meet best practice or psychometric guidelines, and we are looking into multiple choice options.
- Eliminating Bias policy - The policy has been approved and it is being implemented effective immediately.
- Canadian experience - The lack of a licence being a barrier to employment is false; it is at the discretion of the employer not PEO.

## 7. PEO Regulatory Review

Johnny Zuccon addressed the Committee regarding the decision to assess our regulatory performance.

Harry Cayton was selected as the expert to investigate PEO's structure and processes. The results came back to Council in June and were released to the public. The review measured our performance against the standards for licensing, practice and compliance and although it's only a snapshot in time, PEO needs some help. We are not here to defend or argue the findings, but admit the status quo is no longer a viable option.

The report addressed some themes within PEO, and it raised issues to be addressed.

- PEO remains an Engineers membership association rather than a professional regulator.
- The use or necessity of the Chapter system.
- PEO does not fulfill its mandate with the focus on regulation of Public interest.
- There appears to be an overreliance on volunteers.
- The roles of volunteers and staff are obstructed.
- The lack of modernisation/digitization the office.

Council directed the CEO/Registrar to develop a three-year high-level action plan and bring it back for council in September. If it is implemented, it will enable PEO to meet and maintain the regulatory performance standards of the PSA.

Council made a bold step to hire a governance advisor, instead of having a mandatory governance review forced upon PEO. We cannot embark on this huge organizational change unless the entire company is aligned.

We have never done a company-wide organizational review and If we are going to move in this new direction, we need to discuss the best structure which will ensure we have the capacity for what we are looking to implement.

This new direction will take years to accomplish but we need to ensure we stay anchored and focused on what needs to be accomplished.

### **Questions:**

**Q: Thank you for clarification on the path ahead. Regarding the strained admissions department, what is the plan giving some relief in terms of resources?**

**A:** I want to ensure we know where we are before we move in another direction, and to have a clear mandate on what needs to be done in order to outline what PEO needs. At this time, I have decided to not hire anyone in the interim, instead to assess the current process and move forward from there.

**Q: Where is the feedback from the stakeholders?**

**A:** After Council's consideration I will be taking the plan to the Committees for their feedback.

**Q: What is the attitude of province of Ontario in respect to the review? What are they expecting? Do they have any input? And; Are we a regulator or association, or a hybrid?**

**A:** I was disappointed there wasn't some kind of rhetoric from the AG office, however in the grander scheme of things, we may not be high on the list.

We are just trying to get some agreement, to know where we are driving to.

Despite the negative tone to the review, PEO has not received harmful feedback. We know PEO's demographic is threatened and if we don't address these issues, on a pure business level we will not be sustainable.

I'm hoping the council sees fit to move forward. As this was directed by the Council, we have an opportunity to create our own destiny.

## **8. Council Liaison Report**

Christian Bellini advised Council has not met since the last ERC meeting but opened the floor up to the members for any questions regarding Council activity.

### **Q: Can you share anything from Council's last meeting?**

A: The meeting was in camera due to a registration issue which took up most of the meeting, however, there was a Q&A with Harry Cayton regarding the review. Although there were mixed opinions on the recommendations, the report was not dismissed. We need to see the action plan before a decision is made on whether all the recommendations will be met.

### **Q: Regarding recommendation five, why do we have to second guess that there is a better option?**

A: The recommendations can be read different ways. It says the discriminatory aspects of written exams, interviews and experience should be discarded and Council will need to work out a way to address this.

### **Q: What are the standards that we were measured against and are they Canadian?**

A: The standards are listed at the beginning of the report. They were customised to our environment and agreed upon before the investigation started.

## **9. Council approved Policy on Eliminating Bias**

David Kiguel advised the OFC requested a new policy on Eliminating Bias for the ARC and ERC.

Policies were developed; however, the OFC did not approve on the grounds it did not address specific actions that needed to be taken in the case bias was found.

PEO then engaged a lawyer to create a new policy which was approved in the February Council meeting.

This was approved by the OFC at our last meeting in July with no objections but with the request the policy should be acknowledged and incorporated immediately.

Some ARC members had opposing opinions on the policy, and while it was noted that future amendments can be made, this will stay in effect as it has been approved by Council.

## **10. ERC Policy on Conflict of Interest**

It was brought to the attention of ERC officers that there are ERC members conducting private sessions with applicants regarding licensure procedure and interview preparation. PEO organized events, or events organized by chapters, where members or staff can provide information on the process are acceptable, however, as members have inside information about the questions and format, it puts some applicants at the advantage over others. The objective was to avoid the appearance of a possible conflict of interest, whether it is real or perceived.

Applicants should be coming to staff if there are any questions.

The members discussed this matter at length, however, based on the feedback received, the decision was postponed to the next meeting

**11. Interview Report forms**

Not reported on.

**12. 30 by 30 Initiative Update**

Not reported on.

**13. Licensing Committee update**

A motion regarding issuing a “Articling” certificate to applicants once they have passed the academics and PPE was passed. The designation will be debated and decided on at Council.

**15. Other Business**

Councilor Boone opined that out of town members who use the subway should have some facilitation for Presto cards. He recommended this committee appeal to the audit committee for recommendation to Council. This will be added to the next council meeting.

**15.1 Applicant Project Form**

The meeting ran overtime. This item will be pushed to the October meeting.

**16. Adjournment**

The meeting was adjourned at **5:00 PM**

Next meeting October 25, 2019