



York Chapter

Minutes of the Executive Meeting

Held on Thursday, January 14, 2016 at Markham Convergence Centre 7271 Warden Ave, Markham ON L3R 5X5

Meeting Chaired by: Paymon Sani, P.Eng.
Recorded by: Patrick Yeung, P.Eng.

Executives Present: Paymon Sani, P.Eng. (Chair) Gordon Ip, P.Eng. (Vice-Chair) Patrick Yeung, P.Eng. (Secretary) Dennis Woo, P.Eng. (Past-Chair) Annabelle Lee, P.Eng. (Treasurer) Paul Zhao, EIT (Certificate Director) Helen Deng, P.Eng. (Communications) Lui Tai, P.Eng. (Education Director) Rick Vender, P.Eng. (Program Director) Elmer Ting, P.Eng. (Mentorship & EIT Director) Fiona Leong, EIT (Awards & Recognition Director) Maricon Aquino, P.Eng. (WIE Director)	Absent: Daniel Liao, P.Eng. (GLP Director)
Committee & Chapter Members Present: Andrew Sandrasagra, P.Eng. Matthew Xie, P.Eng. David Sanz, P.Eng. Ahmad Jafari, P.Eng. Gallant Ng, EIT Nicolas Lo Darren Verasammy, EIT Ed Fung, P.Eng. Andrew Cornel, P.Eng. Russ Couprie, P.Eng. Gordana Tijanic, P.Eng. Toloulope Fadiya, EIT Sara Jin, P.Eng. Kam Leong, P.Eng. Sue Matty, P.Eng.	Guests from other PEO Chapters

Item	Description	Action
1.0 Approval of Agenda	<ul style="list-style-type: none"> Paymon called the meeting to order at 7:10 p.m. Fiona would like to present her Awards Report right after Vice-chair. Motion to approve revised agenda was motioned by Annabelle and seconded by Lui. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED. 	Info. Decision

2.0 Approval of Minutes	<ul style="list-style-type: none"> • One Change to the Dec 2015 minutes, Chair's Report (late submission of change to Secretary) - Willowdale-Thornhill Chapter ran their Mathletics on November 29th with the assistance of Scarborough and York Chapters. Event was very successful. • Motion to adopt minutes of Dec 10, 2015 moved by Annabelle and seconded by Rick. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED. 	Info. Decision
3.0 Chair's Report (Paymon Sani)	<ul style="list-style-type: none"> • Working with Dell Canada and OSPE representatives to drive new sponsorship for Education team activities 	Info
4.0 Vice-Chair's Report (Gordon Ip)	<ul style="list-style-type: none"> • Chapter website - How do we keep it up-to-date with all events (eg. CPC/AGM on February 27 currently missing) • The following slide was submitted on Google Drive, but not shown to meeting attendees <ul style="list-style-type: none"> • PEO Head Office Updates • Governing Council elections now happening. Voting will be open between January 23 to February 26. Candidates for East Central Councillor are Peter Cushman and Noubar Takessian. Please take time to vote • Staffing Change: Sebrina Natalizio will be Chapter Coordinator while Julia Milter is out on maternity leave. • Reduction in mileage, per federal guidelines, down 1 cent to 54 cents/km. Chapter needs to follow this guideline. 	Info
4.5 Awards & Recognition Committee Report (Fiona Leong)	<ul style="list-style-type: none"> • Donation from TD Insurance received • We have an artist for POTYA logo, and will be meeting to review design concepts this month • Need all executive's help in canvassing project submissions through their contacts • Four submissions have been received as of Jan 12th. • Deadline being extended to Jan 22nd. • There will be 6 awards given out to winners 	Info
5.0 Financial Report (Annabelle Lee)	<ul style="list-style-type: none"> • All outstanding Transportation sponsorship has been received • Annabelle presented Chapter's Income vs. Expense, Profit vs. Loss and December 2015 month end bank balance to the Board • Motion by Lui, seconded by Gordon, to accept the Financial Statements as presented. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED. 	Info Decision
6.0 Certificate Committee Report (Paul Zhao)	<ul style="list-style-type: none"> • AGM & CPC on February 27th, Saturday, at Hilton Markham • Event is open for registration on Eventbrite (https://2016peoyorkkagmcpc.eventbrite.com) • Contacted sound, visual service and photographer • 45 new P.Eng + 14 previous recipients • Keynote speaker candidate: Dr. Geoff Fernie (Head of Engineering at Toronto Rehabilitation Institute) • Other dignitary candidate: Gila Martow or Judge Nancy Siew. Team discussed who will be best to invite to CPC. • AGM and CPC EB eBlast is being sent out • Need to call recipients to ensure they get Chapter Invitation. Volunteers are needed. • Approach Assante to be a Sponsor. 	Info

7.0 Program Committee Report (Rick Vender)	<ul style="list-style-type: none"> • Continue to set up a presentation per week, booked almost fully to early April • Working on several tours, two booked so far. • Friday, May 6, One day seminar - Emotional Intelligence Strategies for Effective Leadership 	Info Info
8.0 Communications Committee Report (Helen Deng)	<ul style="list-style-type: none"> • Continued setting up web sites, Eventbrite events and eBlasts for the December events held by Program Committee, Award Committee, 2016 Symposium, and external committed partners, etc. • Issued 2015 York Chapter Newsletter. 	Info
10.0 Education Committee Report (Lui Tai)	<ul style="list-style-type: none"> • The Education Committee held a celebration dinner with volunteers in December • Held first Committee Meeting Jan. 11th to plan for the next event: Design Challenge, that is to be held Mar. 23rd • Formed sub-committee to design and build the challenge kit • One scholarship recipient provided feedback on her University work 	Info
11.0 GLP Committee Report (Paymon for Daniel Liao)	<ul style="list-style-type: none"> • The ban on engaging Liberal MPPs has been lifted as of December 11, 2015. The letter-writing campaign was deemed successful. • We are free to engage with all MPPs but the PEO would like to keep track of all activities between members and MPPs • Please let Daniel know if you have had interactions with an MPP (of any party) and what was discussed (regarding the repeal of industrial exception or otherwise) • Currently in the process of inviting political dignitaries for the Winter CPC on Feb 27 • Please let Daniel know if you have a request for a particular politician and the rationale 	Info Info
12.0 Mentorship / EIT Committee Report (Elmer Ting)	<ul style="list-style-type: none"> • Appreciation Event for Licensure Assistance Program (LAP) in February 	Info
13.0 WIE Committee Report (Maricon Aquino)	<ul style="list-style-type: none"> • Women Mentorship program: • 2 Webinars were hosted in December by WIE and OSPE <ul style="list-style-type: none"> ○ Information Webinars on the mentorship program was specific to potential mentors. ○ Commitment of 2 hours/month over a 6 month period ○ Almost all participants at these webinars had signed up to be mentors ○ Positive feedback from webinars • Current statistics: <ul style="list-style-type: none"> ○ 25 mentors have signed up ○ 17 matches 	Info
14.0 Other Business (ALL)	<ul style="list-style-type: none"> • Dennis reported on progress of Engineering Technology Symposium (ETS) • Need help from Daniel re inviting dignitaries to support ETS Event • ETS Committee has received tentative speaking engagement from Metrolinx CEO, Siemens Canada CEO and SAP Director. • Re Google Drive- Gordon commented about problems with over-writing files. We are on a slow learning curve for document owner and Chapter Executives. • Sarah reminded all- Election deadline will be February 12th 2016 	Info Info

15.0 Adjournment/ Next Meeting	<ul style="list-style-type: none"> • Motion by Annabelle, seconded by Rick, to adjourn the meeting. The meeting was adjourned at 8:20pm • Next meeting will be held on Thursday, February 11th at 6:30pm at the Markham Convergence Centre 7271 Warden Ave, Markham ON L3R 5X5 	Decision Info
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Cc. All Executives/Present
East Central Regional Councilors
Chapter Manager