



York Chapter

Minutes of the Executive Meeting

Held on Thursday Jun 11, 2020 at Virtual Meeting Courtyard Toronto Markham, 65 Minthorn Blvd, Thornhill, Ontario

Meeting Chaired by: Annabelle Lee, P.Eng.

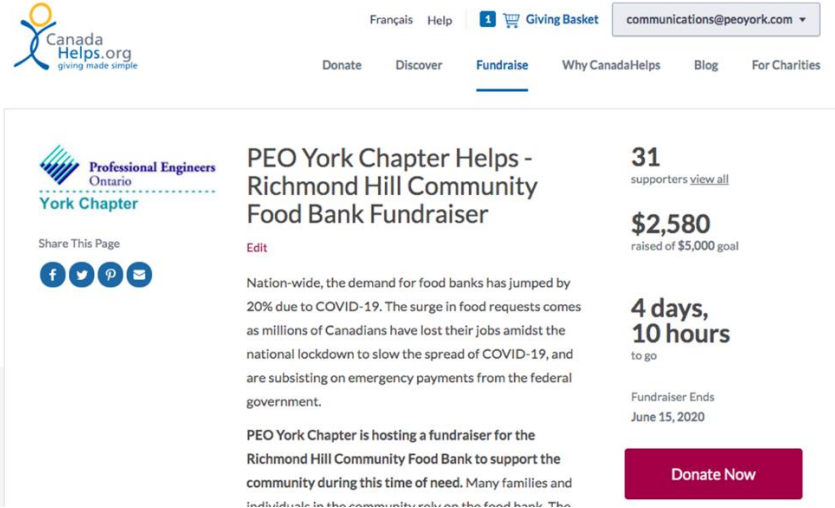
Recorded by: Tommy Sin, P.Eng.

Executives Present:	Absent:
Tommy Sin, P.Eng. (Secretary) Oliver Xiao, EIT (Business) Vera Zhang, EIT (Communications) Daniel Cho, EIT (Education) Tian You Si Tu, P.Eng (Mentorship) Annabelle Lee, P.Eng. (Chair) Hannah Ehtemam, P.Eng. (Vice-Chair) David Yan, P.Eng (Certificate) Marcia Lim, P.Eng. (Diversity) Sharon Chen, EIT (Awards) Lui Tai, P.Eng. (Past Chair) Anita Eisakhani, P.Eng. (GLP)	Jennifer Lu, P.Eng. (Program) Darren Verasammy, P.Eng. (Treasurer)
Committee & Chapter Members Present:	Guests from other PEO Chapters & other Attendees

Item	Description	Time	Action
1.0 Approval of Agenda	<ul style="list-style-type: none"> • Annabelle called the meeting to order. • Round of introduction of attendees • Review of agenda and motion to approve agenda <ul style="list-style-type: none"> • Motioned by Tommy and seconded by David • Motion unanimously approved with no opposed and no abstains. <p style="text-align: center;">MOTION CARRIED</p>	7:05 pm	Decision.
2.0 Approval of Minutes	<p>By Tommy Sin</p> <ul style="list-style-type: none"> • Meeting Minutes for May 14, 2020 meeting are all reviewed and updated through email already. • Motioned by Tommy and seconded by Lui <ul style="list-style-type: none"> ▪ Motion unanimously approved with no opposed and no abstains. <p style="text-align: center;">MOTION CARRIED</p>	7:09 pm	Decision.

<p>3.0 Chair's Report</p>	<p>By Annabelle</p> <ul style="list-style-type: none"> • PEO's 98th Annual General Meeting • ECRC • June 26 • Presenting feedback from Oliver and other members regarding interruptions to P.Eng application processing: what is PEO's Business Continuity Plan? • Welcome any other feedback to PEO • PEO's Volunteer Leadership Conference • Theme: Protecting the public interest: Staying aligned to our North Star during rapid change • Mini Leader Conference for our Chapter <p>CHANGE IS OUR NEW NORMAL The world around us is changing rapidly and the public expects that engineers are not just keeping up but leading the way. The impact of AI, smart devices and the intense pace of innovation has some of us questioning what kind of work needs to be regulated by PEO and the value of the P.Eng. licence. Between the tech trends of 2020 and COVID-19, PEO is facing immediate and systemic disruptions in how it operates and how it can become a better regulator for the future.</p> <p>LEADERS LIKE YOU HAVE STARTED TO LEAN IN Over the past two years, we have made good progress together refocusing our priorities on PEO's core regulatory mandate to be a better regulator. The external regulatory performance review, the resulting report and subsequent Council-approved action plan are informing operational changes at PEO. Now is the time to build on this work and continue looking ahead.</p> <p>PEO'S NORTH STAR IS RESOLUTE Our North Star remains our mandate to protect the public interest. As we innovate at a pace we have never prepared for or previously experienced, our efforts need to continue to align towards this singular goal. The VLC will bring leaders together to help PEO remain responsive to the rapid changes around us—an increasingly digital world in which engineers are being called upon to contribute in new ways. We will look ahead to identify which societal changes have and will continue to affect PEO.</p> <ul style="list-style-type: none"> • A CLEAR VISION WILL MAKE US EVEN STRONGER PEO will benefit from a clear, shared vision for the next decade and a re-imagining of its volunteer resources to stay agile and responsive to the world around us. The VLC will be a key step in a process for building this vision together. We will start reimagining our organization in 10 years from now, laying the path to identify who and what we need to regulate to continue to protect the public interest. <p>WITH CHALLENGE COMES OPPORTUNITY In response to the current pandemic, we are seizing on the shift to virtual meetings and are excited to present the VLC in a fully digital and interactive format. This will provide PEO leaders from across Ontario with easy access to participate and help shape PEO's vision. This work needs you. Join us for four hours on the day that best suits your schedule. We will spend the majority of the time working in small online groups and virtual breakout rooms. Share with your colleagues which societal forces and tensions you observe that PEO needs to address. Reimagine PEO emerging from disruptive change, for the better. We are stronger, together.</p> <ul style="list-style-type: none"> • • Past Events: • Ground Improvement Innovation for Poor Subgrade Soils (in partnership with Oakville) • Future Events: • Darren is working with East Toronto Chapter and Toastmasters clubs to get our fellow engineers and the community at large engaged 	<p>7:13 pm</p>	<p>Info</p>
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	<ul style="list-style-type: none">• Other Ideas?• Chapter Zoom Meeting Link• Chapter Mid-term Checkpoint• Survey Monkey• Anonymous• Looking for honest, critical feedback to improve the Chapter•		
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<p>4.0 Vice-Chair's Report</p>	<p>By Hannah Ehtemam</p> <ul style="list-style-type: none"> Fundraising Update  <ul style="list-style-type: none"> Engineering Design Challenge <ul style="list-style-type: none"> Who? Engineering firms within GTA What? Mask design challenge for children Why? <ul style="list-style-type: none"> Help families stay protected during COVID-19 Help engineers design viable solutions Firms get \$1,000 prize towards the manufacturing of masks When? July-August 2020 Where? Virtual event How? Volunteers needed 	<p>7:29 pm</p>	<p>Info</p>
<p>5.0 Financial Report</p>	<p>By Darren Verasammy (Absent)</p> <ul style="list-style-type: none"> May Financial report displayed 	<p>7:35 pm</p>	<p>Info</p>
<p>6.0 Past Chair Advisory Update</p>	<p>By Lui Tai</p> <ul style="list-style-type: none"> Some updates on PEO AGM to team Big Bike participation PCAC seminar this year – may organize to include other chapters 	<p>7:37 pm</p>	<p>Info</p>

7.0
Communications Update

By **Vera Zhang**

7:41 pm

Info

Date	Past Event	Attendees	What Worked	What Didn't Worked
	fundraising			

Date	Upcoming Event	Attendees	Event Purpose	Challenges
	scholarship			

Discussion Items	Status

-
-

<p>8.0 Certificate Update</p>	<p>By David Yin</p> <table border="1" data-bbox="440 157 1239 268"> <thead> <tr> <th>Date</th> <th>Past Event</th> <th>Attendees</th> <th>What Worked</th> <th>What Didn't Worked</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <table border="1" data-bbox="440 304 1239 430"> <thead> <tr> <th>Date</th> <th>Upcoming Event</th> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>tbd</td> <td>Fall LPC</td> <td>~40 licensees @ mid May</td> <td></td> <td></td> </tr> </tbody> </table> <p>• DevC Collab Event</p> <h2>LPC Update</h2> <ul style="list-style-type: none"> • ON is preparing for phase 2 reopening tomorrow • but not GTA <h3>Weddings, funerals and similar gatherings</h3> <p>Venues not otherwise restricted can open to conduct wedding ceremonies, funerals and similar gatherings within existing public health restrictions.</p> <ul style="list-style-type: none"> • Events will be required to comply with limits for social gatherings of up to 10 people. • Dine-in and bar services must be in-line with the related guidelines and restrictions. • Indoor and outdoor venues may open for weddings, funerals and similar gatherings, with limited access to facilities. • Guests that are not part of the same household should follow physical distancing guidelines. <p>• But things can change quickly, might still be able to do a recipient only LPC in November</p> <ul style="list-style-type: none"> • Booking concerns (~3 months out) • Recipients only might make the occasion not so "special" • Can consider moving it to late August outdoors at a quiet park? <h3>Small outdoor events</h3> <p>Non-essential in-person gatherings of any size continue to be strongly discouraged. Small outdoor events, such as cultural celebrations, animal shows and fundraisers will be permitted in line with gathering-size restrictions, subject to local public health requirements.</p> <ul style="list-style-type: none"> • Event organizers should have in place measures to enable physical distancing for people when in the event space and while waiting to enter, such as one-way traffic, marked lineup areas, and timed entry and length of stay. • Large outdoor events, such as concerts, large festivals, parades and amusement fairs, are not permitted. <ul style="list-style-type: none"> • Next Steps • David do a survey with upcoming recipients • follow up with HQ for updated recipient numbers • wait until cutoff date (NEED TO DECIDE) • <div data-bbox="1063 535 1239 997"> <p>Woodbine Banquet Hall 4.1 ★★★★★ (656) Banquet hall 30 Vica Regent Blvd Their website mentions event venue and canada's</p> <p>Crystal Fountain Event Venue 4.3 ★★★★★ (474) Event venue 60 Mc Dowell Gate Temporarily closed Thanks to Honda Canada for choosing this spot for this event!</p> <p>Ascott Parc Event Centre 4.3 ★★★★★ (150) Wedding venue 2830 Rutherford Rd Closes soon - 7 p.m.</p> <p>Savoy Event Venue - byPeterandPauls.com 4.3 ★★★★★ (24) Wedding venue 7256 Warden Ave Temporarily closed</p> <p>The Estates of Sunnybrook 4.6 ★★★★★ (147) Event venue 2075 Dayview Ave - In Sunnybrook Health Temporarily closed</p> <p>The Warehouse Venue 4.0 ★★★★★ (153) Event venue 35 Carl Hall Rd #2 - In Downsview Park Temporarily closed</p> </div>	Date	Past Event	Attendees	What Worked	What Didn't Worked											Date	Upcoming Event				tbd	Fall LPC	~40 licensees @ mid May			<p>7:48 pm</p>	<p>Info</p>
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<p>9.0 Program Update</p>	<p>By Jennifer Lu (Absent)</p> <ul style="list-style-type: none"> • 	<p>8:00 pm</p>	<p>Info</p>																									

<p>10.0 Diversity and Inclusion Update</p>	<p>By Marcia Lim</p> <ul style="list-style-type: none"> <table border="1"> <thead> <tr> <th>Date</th> <th>Past Event</th> <th>Attendees</th> <th>What Worked</th> <th>What Didn't Work</th> </tr> </thead> <tbody> <tr> <td>06 June</td> <td>PEO 30 by 30 Chapter Discussion group</td> <td></td> <td>Good ideas presented to host online event</td> <td>Difficulty with s between chapt</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Date</th> <th>Upcoming Event</th> <th>Attendees</th> <th>Event Purpose</th> <th>Challenges</th> </tr> </thead> <tbody> <tr> <td>11 June</td> <td>PEO 30 by 30 task force meeting, after postponement from March- information package to be sent to Chapters following this</td> <td></td> <td></td> <td></td> </tr> <tr> <td>22 June</td> <td>PEO 30 by 30 Chapters and Headquarter discussions</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Discussion Items</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Potential D&I social event - outdoor golf driving range session</td> <td></td> </tr> </tbody> </table> 	Date	Past Event	Attendees	What Worked	What Didn't Work	06 June	PEO 30 by 30 Chapter Discussion group		Good ideas presented to host online event	Difficulty with s between chapt	Date	Upcoming Event	Attendees	Event Purpose	Challenges	11 June	PEO 30 by 30 task force meeting, after postponement from March- information package to be sent to Chapters following this				22 June	PEO 30 by 30 Chapters and Headquarter discussions				Discussion Items	Status	Potential D&I social event - outdoor golf driving range session		<p>8:05 pm</p>	<p>Info</p>							
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<p>11.0 Awards Update</p>	<p>By Sharon Chen</p> <ul style="list-style-type: none"> <table border="1"> <thead> <tr> <th>Date</th> <th>Past Event</th> <th>Attendees</th> <th>What Worked</th> <th>What Didn't Worked</th> </tr> </thead> <tbody> <tr> <td></td> <td>Launched Fundraiser</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Date</th> <th>Upcoming Event</th> <th>Attendees</th> <th>Event Purpose</th> <th>Challenges</th> </tr> </thead> <tbody> <tr> <td></td> <td>PD with EngGirlProblems</td> <td></td> <td></td> <td>EngGirlProblems hasn't responded yet</td> </tr> <tr> <td></td> <td>Resume Writing Event</td> <td></td> <td></td> <td>Still in development - need platform</td> </tr> <tr> <td></td> <td>Website migration</td> <td></td> <td></td> <td>No response from contact</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Discussion Items</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Online event platform for Chapter?</td> <td></td> </tr> <tr> <td>Response on recent events relating to racism? PEO HQ has not responded yet</td> <td></td> </tr> </tbody> </table> 	Date	Past Event	Attendees	What Worked	What Didn't Worked		Launched Fundraiser				Date	Upcoming Event	Attendees	Event Purpose	Challenges		PD with EngGirlProblems			EngGirlProblems hasn't responded yet		Resume Writing Event			Still in development - need platform		Website migration			No response from contact	Discussion Items	Status	Online event platform for Chapter?		Response on recent events relating to racism? PEO HQ has not responded yet		<p>8:15 pm</p>	<p>Info</p>
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<p>12.0 Education Update</p>	<p>By Daniel Cho</p> <ul style="list-style-type: none"> 	<p>8:35 pm</p>	<p>Info</p>																																				
<p>13.0 GLP Update</p>	<p>By Anita Eisakhani</p> <ul style="list-style-type: none"> <table border="1"> <thead> <tr> <th>Date</th> <th>Past Event</th> <th>Attendees</th> <th>What Worked</th> <th>What Didn't Worked</th> </tr> </thead> <tbody> <tr> <td></td> <td>Launched Fundraiser</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Date</th> <th>Upcoming Event</th> <th>Attendees</th> <th>Event Purpose</th> <th>Challenges</th> </tr> </thead> <tbody> <tr> <td></td> <td>PD with EngGirlProblems</td> <td></td> <td></td> <td>EngGirlProblems hasn't responded yet</td> </tr> <tr> <td></td> <td>Resume Writing Event</td> <td></td> <td></td> <td>Still in development - need platform</td> </tr> <tr> <td></td> <td>Website migration</td> <td></td> <td></td> <td>No response from contact</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Discussion Items</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Online event platform for Chapter?</td> <td></td> </tr> <tr> <td>Response on recent events relating to racism? PEO HQ has not responded yet</td> <td></td> </tr> </tbody> </table> 	Date	Past Event	Attendees	What Worked	What Didn't Worked		Launched Fundraiser				Date	Upcoming Event	Attendees	Event Purpose	Challenges		PD with EngGirlProblems			EngGirlProblems hasn't responded yet		Resume Writing Event			Still in development - need platform		Website migration			No response from contact	Discussion Items	Status	Online event platform for Chapter?		Response on recent events relating to racism? PEO HQ has not responded yet		<p>8:40 pm</p>	<p>Info</p>
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<p>14.0 Business and Community Outreach Update</p>	<p>By Oliver Xiao</p> <ul style="list-style-type: none"> 	<p>8:43 pm</p>	<p>Info</p>																																				

<p>15.0 Mentorship and EIT Update</p>	<p>By Tian You Si Tu</p> <table border="1" data-bbox="440 159 1227 268"> <thead> <tr> <th>Date</th> <th>Past Event</th> <th>Attendees</th> <th>What Worked</th> <th>What Didn't Worked</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> <table border="1" data-bbox="440 304 1227 430"> <thead> <tr> <th>Date</th> <th>Upcoming Event</th> <th>Attendees</th> <th>Event Purpose</th> <th>Challenges</th> </tr> </thead> <tbody> <tr> <td>2020-06-11</td> <td>LAP 2020 Orientation Workshop</td> <td>~100</td> <td>Introduction of LAP</td> <td>Female ratio is low, 3.6% for P.Eng. and 14.9% for EITs</td> </tr> </tbody> </table> <table border="1" data-bbox="440 432 1227 514"> <thead> <tr> <th>Discussion Items</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Allow directors to have a full control of the Eventbrite</td> <td> </td> </tr> </tbody> </table> <p>• • •</p>	Date	Past Event	Attendees	What Worked	What Didn't Worked											Date	Upcoming Event	Attendees	Event Purpose	Challenges	2020-06-11	LAP 2020 Orientation Workshop	~100	Introduction of LAP	Female ratio is low, 3.6% for P.Eng. and 14.9% for EITs	Discussion Items	Status	Allow directors to have a full control of the Eventbrite		<p>8:53 pm</p>	<p>Info</p>
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<p>16.0 Other Business Update</p>	<p>By Board Members</p> <table border="1" data-bbox="440 642 1240 957"> <thead> <tr> <th>Discussion Items</th> <th>Sta</th> </tr> </thead> <tbody> <tr> <td>Monthly meeting through summer (vote)</td> <td> </td> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table> <p>• •</p>	Discussion Items	Sta	Monthly meeting through summer (vote)																<p>8:57 pm</p>	<p>Info</p>											
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<p>9.0 Adjournment/ Next Meeting</p>	<ul style="list-style-type: none"> • All items on agenda completed. Meeting adjourned by Annabelle. • Next meeting will be held on Jul 9 , 2020 at 6:30pm virtual (meeting location: Courtyard Toronto Markham, 65 Minthorn Blvd, Thornhill, Ontario) 	<p>9:10 pm</p>	<p>Info</p>																													