



York Chapter

Minutes of the Executive Meeting

Held on Thursday, August 13, 2020 at Virtual Zoom Meeting

Meeting Chaired by: Annabelle Lee, P.Eng.

Recorded by: Sharon Chen, EIT.

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

Item	Description	Action
1.0 Approval of Agenda	<ul style="list-style-type: none"> ● Annabelle called the meeting to order. ● Review of agenda and motion to approve agenda <ul style="list-style-type: none"> ● Motioned by Lui and seconded by Darren ● Motion unanimously approved with no opposed and no abstains. MOTION CARRIED 	Decision
2.0 Approval of Minutes	<p>By Tommy Sin (Absent) (Covered by Annabelle)</p> <ul style="list-style-type: none"> ● Meeting Minutes for July 9, 2020 meeting are all reviewed and updated through email already ● Updates to be input before approval of meeting minutes in the next meeting ● Motioned by Lui and seconded by Darren <ul style="list-style-type: none"> ● Motion unanimously approved with no opposed and no abstains. MOTION CARRIED 	Decision
3.0 Chair's Report	<p>By Annabelle Lee</p> <ul style="list-style-type: none"> ● In-person Chapter Events and Covid-19 Update: <ul style="list-style-type: none"> ○ At the last RCC meeting on July 18th, the RCC Chair was tasked with the following: <ul style="list-style-type: none"> ▪ Action 7: RCC Chair to contact CEO & Registrar Johnny Zuccon regarding an update on when chapters will be allowed to run in-person events as per local health authorities' guidelines. ● The Chair will be contacting Johnny this week and chapter is hoping to have an answer by the September Congress. No answer yet on in-person meetings. ● York chapter to consider moving all of remaining 2020 meetings to virtual platform ● Oliver to check with hotel to see if meeting deposits from 2020 can be deferred to next year ● Upcoming COVID-19 Virtual Town Hall Event <ul style="list-style-type: none"> ○ When: Sept 9, 2020, 7pm - 9pm ○ What: Amid the COVID-19 pandemic, engineers quickly adapted to the current environment and made adjustments to tackle the challenges. PEO is committed to support our members in protecting the public interest and safety in these uncertain times. Join PEO York Chapter's COVID-19 Virtual Town Hall to learn how Engineers from small to large engineering firms and academia institutions have been adapting, pivoting and innovating during these challenging times. Our guest speakers will share their achievements and contributions in the fight against COVID-19. ○ Panel includes <ul style="list-style-type: none"> ▪ Economy Summary: KPMG, ▪ Small Business: Peytec, Innovative Automation ▪ Large Company: (pending) 	<p>Info</p> <p>Action</p>

<p>14.0 Business and Community Outreach Update</p>	<p>By Oliver Xiao</p> <ul style="list-style-type: none"> ● July 15/17, 2020 Ryerson NEXT Program Online Lesson Presentation <ul style="list-style-type: none"> ○ 300-400 attendees, ○ What worked: Improved PEO presence among graduating engineering students ○ Ryerson is very happy with the collaboration ○ What didn't: Short time slot was assigned ● Jul 27-31, 2020 Ryerson NEXT Program Industry Professionals Coffee Chats <ul style="list-style-type: none"> ○ 20+ volunteers hosting over 40 sessions ○ Great participation from both chapter members and students ● Upcoming event: Sept. 9, 2020 – COVID-19 Townhall <ul style="list-style-type: none"> ○ Estimated 100 attendees ○ Purpose is to provide a summary on engineer's contributions amid COVID-19 ○ Challenge in getting a large company to participate as representative in this event ● Upcoming event: Mid-Sept., 2020 - SR&ED tax credit program for research and experimental development activities <ul style="list-style-type: none"> ○ Estimated 50-100 attendees ○ Purpose is to communicate opportunities and methods to financially supporting engineering activities 	<p>Info</p>
<p>15.0 Mentorship and EIT Update</p>	<p>By Tian You Si Tu</p> <ul style="list-style-type: none"> ● York Chapter LAP program is doing a great. High demand for LAP program during COIVD ● Etobicoke chapter asked for assistance with setting up their LAP program ● Upcoming Job interview webinar event <ul style="list-style-type: none"> ○ Organized by Elven Tsui, P.Eng., Deputy Director ○ Speaker prefers small group of 30 people or less ○ This webinar will provide some guidance on how to perform well in a job interview. After a brief lecture, there will be a practice session 	<p>Info</p>
<p>16.0 Other Business Update</p>	<p>By Board Members</p> <ul style="list-style-type: none"> ● PEO Order of Honour and Gordon M. Sterling EIT award both calling for applications ● Strongly encouraged to nominate a York Chapter member for Order of Honour ● Board members should use PEO York Chapter events as a platform to show other upcoming events for the chapter 	<p>Info</p>
<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 September 10, 2020 at 6:30pm virtually on Zoom 	<p>Info</p>