



York Chapter

Minutes of the Executive Meeting

Held on Thursday Dec 10, 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.

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

Item	Description	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 • Motioned by Sharon and seconded by Vera <ul style="list-style-type: none"> • Motion unanimously approved with no opposed and no abstains. <p style="text-align: center;">MOTION CARRIED</p>	Decision.
2.0 Approval of Minutes	<p>By Tommy Sin</p> <ul style="list-style-type: none"> • Meeting Minutes for Nov 10, 2020 meeting are all reviewed and updated through email already • Some updates done and will post the final version • Motioned by David and seconded by Marcia <ul style="list-style-type: none"> ▪ Motion unanimously approved with no opposed and no abstains. <p style="text-align: center;">MOTION CARRIED</p>	Decision

- Big congratulations to Sharon Chen
- Winner of 2020 G. Gordon M. Sterling Engineering Intern Award
- The G. Gordon M. Sterling Engineering Intern Award promotes, encourages and celebrates professional leadership achievements of engineering graduates.
- Selection Criteria includes readiness for leadership development and
- commitment to the engineering profession and to a leadership role within it
- The award provides funding of up to \$3,500 to help with costs associated with the recipient pursuing leadership development activities.
- Chapter Leaders Conference
- Attended by: Annabelle, Hannah, Sharon (EIT scribe)
- Adopt a growth mindset.

Breakout Rooms

What is the change?

(A-J) Scenario 1— Restructuring the function of the Chapters, with a focus on helping with regulatory deliverables;

(K-P) Scenario 2— Restructuring function of the Chapters, with a focus on helping with governance (election) processes;

(R-Z) Scenario 3— PEO ceases with the Chapter system entirely.

- Transformation of PEO
 - Operational Review
 - Organization Review
 - Enhanced Governance
 - Reimagined Vision

Governance Roadmap Work Plan:

The 4 Phases



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- Volunteers Appreciation Dinner on Dec 16th

<p>4.0 Vice-Chair's Report</p>	<p>By Hannah Ehtemam</p> <ul style="list-style-type: none"> • Remembering those lost: Ecole Polytechnique Massacre • On December 6 1989, Marc Lepine entered a mechanical engineering class at Ecole Polytechnique de Montreal, targeting and murdering 14 women. • Digitization of York Chapter Events: • Executive board on-boarding manual • Roles & responsibilities • Hosting events on Zoom • Posting to social media • Filing expenses • Sample of previous events held • Digitization of York Chapter Records: • Executive board contact information • Monthly presentations • Minutes • Expenses • Events calendar • Other presentations and events hosted • Contact information of presenters • Slides • etc. • Matthew Xie suggest having Chapter Bylaw upload as well • Concern raised on the contact list initiated with address on it • 	<p>Info</p>
<p>5.0 Financial Report</p>	<p>By Darren Verasammy</p> <ul style="list-style-type: none"> • Business is picking up!! • Expenses are due Friday December 11, 2020. Submit any and all expenses tonight to ensure it gets approved by end of business day tomorrow • 	<p>Info</p>

<p>6.0 Past Chair Advisory Update</p>	<p>By Lui Tai</p> <ul style="list-style-type: none"> • The PEO Order of Honour honours those professional engineers and others who have rendered conspicuous service to the engineering profession, normally through association. Candidates should have made a substantial contribution to the operation of the profession, its professional status, or one of the many specialized functions of the professional association • CONGRATULATIONS to Annabelle Lee, P.Eng., FEC • Volunteers for over 11 years at PEO York • Served as Director for Education, Communications, Treasurer, Vice chair and Chair • Also participated in most PEO York functions • Nominators: • Gordon Ip (PCAC) • Sarah Jin (PCAC) • Marcia Lim (Diversity and WIE) • Steve Poste (Education) • Lui Tai (Past Chair) • For running the board next year 	<p>Info</p>
<p>7.0 Mentorship and EIT Update</p>	<p>By Tian You Si Tu</p> <ul style="list-style-type: none"> • LAP Appreciation Dinner Virtual • Mon next week 7/14 7pm • 	
<p>8.0 Communications Update</p>	<p>By Vera Zhang</p> <ul style="list-style-type: none"> • Second zoom account • Newsletter status update • 	<p>Info</p>

<p>9.0 Certificate Update</p>	<p>By David Yin</p> <ul style="list-style-type: none"> • LPC zoom event (tentative) • AGM on Feb 25th • SurveyMonkey results • 143 total votes (11x13) • Can add additional “ballot” field to ensure 1 vote per “ballot” • Can be modified to vote less than 13 or any X amount <table border="1" data-bbox="440 380 1219 890"> <thead> <tr> <th>ANSWER CHOICES</th> <th>RESPONSES</th> </tr> </thead> <tbody> <tr><td>Sharon Chen</td><td>100.00% 11</td></tr> <tr><td>Annabelle Lee</td><td>100.00% 11</td></tr> <tr><td>Darren Verasammy</td><td>81.82% 9</td></tr> <tr><td>Vera Zhang</td><td>90.91% 10</td></tr> <tr><td>Oliver Xiao</td><td>90.91% 10</td></tr> <tr><td>Hannah Ehtemam</td><td>81.82% 9</td></tr> <tr><td>Tommy Sin</td><td>90.91% 10</td></tr> <tr><td>Daniel Cho</td><td>90.91% 10</td></tr> <tr><td>Anita Elsakhani</td><td>90.91% 10</td></tr> <tr><td>Jennifer Lu</td><td>100.00% 11</td></tr> <tr><td>Marcia Lim</td><td>100.00% 11</td></tr> <tr><td>Tian You Si Tu</td><td>90.91% 10</td></tr> <tr><td>A</td><td>81.82% 9</td></tr> <tr><td>B</td><td>27.27% 3</td></tr> <tr><td>C</td><td>9.09% 1</td></tr> <tr><td>D</td><td>36.36% 4</td></tr> <tr><td>E</td><td>18.18% 2</td></tr> <tr><td>F</td><td>18.18% 2</td></tr> </tbody> </table> <p>Total Respondents: 11</p> <ul style="list-style-type: none"> • Discussion on AGM virtual format and structure 	ANSWER CHOICES	RESPONSES	Sharon Chen	100.00% 11	Annabelle Lee	100.00% 11	Darren Verasammy	81.82% 9	Vera Zhang	90.91% 10	Oliver Xiao	90.91% 10	Hannah Ehtemam	81.82% 9	Tommy Sin	90.91% 10	Daniel Cho	90.91% 10	Anita Elsakhani	90.91% 10	Jennifer Lu	100.00% 11	Marcia Lim	100.00% 11	Tian You Si Tu	90.91% 10	A	81.82% 9	B	27.27% 3	C	9.09% 1	D	36.36% 4	E	18.18% 2	F	18.18% 2	<p>Info</p>
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<p>10.0 Program Update</p>	<p>By Jennifer Lu</p> <ul style="list-style-type: none"> • Welcome Daman Grewal • Feb 4, Sand Crisis: Why the world is running out of Sand. • RESS • UofT Student Groups • Moses Structural Engineers • Vince Beiser is a Journalist and Author of “The World in a Grain”. Vince will cover the story of the most important overlooked commodity in the world – sand and the crucial role it plays in our lives, from its contribution to our economy and urban civilization. The talk will lead to a discussion of engineers’ ethical obligation to tackle climate change and biodiversity loss. • Feb 20 21, Hwy 401 tunnel brand new tunnel Construction • Lead@30, Engineers under 30 playing vital roles in their project 	<p>Info</p>																																						

<p>11.0 Diversity and Inclusion Update</p>	<p>By Marcia Lim</p> <ul style="list-style-type: none"> • 30 by 30 Employer Engagement • Next committee meeting on 12 January 2021 • • 	<p>Info</p>
<p>12.0 Awards Update</p>	<p>By Sharon Chen</p> <ul style="list-style-type: none"> • Nov 26, Leading the charge with Alectra, • Short presentation format, networking session • People exited out of networking sessions, running a bit long • Dec. 15, Jan. 12 Info Session 1 - Awards • Info Session 2 - Awards • Inform regarding awards, resolve questions • 107 solicitations sent! Around 25% response rate. Need more for medium and research • Help share LinkedIn posts with network • • 	<p>Info</p>
<p>13.0 Education Update</p>	<p>By Daniel Cho</p> <ul style="list-style-type: none"> • Nov 14, AMD PEO Mathletics Design Challenge • Quizizz content delivery and answer collection, auto evaluation • zoom cloud recording for students, zoom attendee report. quizizz do not re-evaluate if model ans is updated after quiz • Mar 5, Hackathon - What will future city looks like? • Promote student's interest in STEM • Find mentors, evaluator, communicators • Next Education meeting on Jan 11 at 6:30pm 	<p>Info</p>
<p>14.0 GLP Update</p>	<p>By Anita Eisakhani</p> <ul style="list-style-type: none"> • Contacted MPPs regarding winter Licence certificate ceremony. • Structural changes for GLP in 2021. GLP representatives for each riding's MPPs. • 	<p>Info</p>
<p>15.0 Business and Community Outreach Update</p>	<p>By Oliver Xiao</p> <ul style="list-style-type: none"> • Collaboration and experience sharing with OACETT Durham Chapter • Potential collaboration discussion with Newbotics • 	<p>Info</p>
<p>16.0 Other Business Update</p>	<p>By Board Members</p> <ul style="list-style-type: none"> • Volunteers signed up in Open House, training record from PEO on those who completed training • Candidate debate online feasibility discussed • 	<p>Info</p>

17.0 Adjournment/ Next Meeting	<ul style="list-style-type: none">• All items on agenda completed. Meeting adjourned by Annabelle.• Next meeting will be held on Jan 14, 2021 at 7:00pm virtual (meeting location: Courtyard Toronto Markham, 65 Minthorn Blvd, Thornhill, Ontario))	Info
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