



York Chapter

Minutes of the Executive Meeting

Held on Thursday February 18, 2021 at Virtual Meeting

Meeting Chaired by: Annabelle Lee, P.Eng.

Recorded by: Hannah Ehtemam, P.Eng.

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

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 Daniel <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 Hannah Ehtemam</p> <ul style="list-style-type: none"> • Meeting Minutes for January 14, 2020 meeting are all reviewed and updated through email already • Minor updates were made to the minutes • Motioned by Sharon and seconded by Darren <ul style="list-style-type: none"> ▪ Motion unanimously approved with no opposed and no abstains. <p style="text-align: center;">MOTION CARRIED</p>	Decision
3.0 Chair's Report	<p>By Annabelle Lee</p> <ul style="list-style-type: none"> • Provided an overview of East Central Congress. 	Info
4.0 Vice-Chair's Report	<p>By Hannah Ehtemam</p> <ul style="list-style-type: none"> • Provided an overview of East Central Congress as it relates to the Chapter <ul style="list-style-type: none"> ○ Organize a series of events surrounding the Professional Guidelines/Performance standards to increase regulatory function of Chapter ○ Organize the first ever Digital Take Your MPP to Work Day: GLP & Business Liaison to coordinate and brainstorm on options. 	Info
5.0 Financial Report	<p>By Darren Verasammy</p> <ul style="list-style-type: none"> • Provided an overview of January financial report <ul style="list-style-type: none"> ○ Allotment received ○ Earned revenue was also received ○ Chapter no longer allowed to fundraise for academic scholarships 	Info
6.0 Past Chair Advisory Update	<p>By Lui Tai</p> <ul style="list-style-type: none"> • Provided overview of AGM and logistics, keynote speaker, moderator, etc. • Nomination videos shall be submitted prior to February 25, 2021. 	Info
7.0 Mentorship and EIT Update	<p>By Tian You Si Tu</p> <ul style="list-style-type: none"> • EITs inquiring regarding new PEO P. Eng. exams. • Waiting for response from HQ to see if a presentation is available and if a Q&A session can be organized. 	Info
8.0 Communications Update	<p>By Annabelle on behalf of Vera Zhang</p> <ul style="list-style-type: none"> • Works is continuing as noted. • Annabelle noted that some emails may not be getting delivered. New communications team to look into this. Team members to advise if they suspect emails not getting delivered. 	Info

9.0 Certificate Update	By David Yin & Huzaiifa Abid <ul style="list-style-type: none"> • AGM coming up on 2021-02-25, 6-8 PM. • 13 candidates running, elections will not be required. • Breakdown of agenda provided. • https://peoyork2021-agm.eventbrite.ca/ 	Info
10.0 Program Update	No updates.	Info
11.0 Diversity and Inclusion Update	By Marcia Lim <ul style="list-style-type: none"> • Upcoming engagement: 30 by 30 Employer Engagement & Diversity & Inclusion Online Social (May 2021) • DEI Social (time TBD) • IWD 2021 – Theme is #ChooseToChallenge • Grassroots campaign to get members to engage with employers to champion PEO's 30 by 30 and provide metrics 	Info
12.0 Awards Update	By Sharon Chen <ul style="list-style-type: none"> • Final presentations for POTYA is on February 27, 2021 • Ceremony will be held on 2021-04-2021 at 5:30 to 7PM • Anita to help coordinate MPP attendance. 	Info
13.0 Education Update	By Oliver on behalf of Daniel Cho <ul style="list-style-type: none"> • Upcoming event: NEM Hackathon: Future City <ul style="list-style-type: none"> ○ Create physical or virtual model of solution addressing design of the future city and explain concepts ○ Kick-off on March 5, 2021 ○ Presentations on March 27, 2021 award on 28th. ○ Expecting 20 teams (up to 4 members), cost of entry is \$5 	Info
14.0 GLP Update	By Anita Eisakhani <ul style="list-style-type: none"> • In discussion with Hannah to organize Digital Take Your MPP to Work day. • Looking for list of volunteers for the various constituencies in York Region. 	Info
15.0 Business and Community Outreach Update	By Oliver Xiao <ul style="list-style-type: none"> • All Candidates Meeting on 2021-02-09 as a result of low voter participation statistics provided by HQ. 30 members attended the meeting, video was sent out as an e-blast. • Upcoming events: <ul style="list-style-type: none"> ○ Professional Career Mentoring Series: March/April 2021 ○ Construction Best Practices, Code & Standards, date TBD ○ Environmental Assessment/ Building Permit, April/May 2021 ○ Hackathon (Joint Event): July 2021 ○ Fire Protection (Joint Event): Fall 2021 	Info
16.0 Other Business Update	By Board Members <ul style="list-style-type: none"> • No updates. 	Info
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 March 11, 2021 at 7:00 PM 	Info