



Scarborough Chapter

MEETING:	PEO Scarborough Chapter Board Meeting				
DATE:	Thursday, March 5, 2020			TIME:	6.30 PM ET
LOCATION:	Center for Immigrant and Community Services (CICS), 2330 Midland Ave., Scarborough, ON				
CHAPTER BOARD:	Lin (Victor) Lan, P. Eng., LEED AP, FEC	Chair	x	GUESTS	
	Peng Zhang, P. Eng., LEED AP	Vice Chair	x		
	Murad Hussain, M. Eng., P.Eng., FEC	Past Chair	x	-----	
	Javeed Ahmed Khan, Ph.D., P.Eng, SMIEEE	Treasurer	x	Volunteers	
	Rajendra Gadhvi, P.Eng.	Secretary	x		
	Shinta Gragossain, EIT	Executive		Councilors	Arthur Sinclair
	Santosh Gupta, Ph.D.,P. Eng., FEC	Executive	x		
	René Siguenza, P. Eng.	Executive	x		
	Samuel Jacob, P. Eng.	Executive	x		

1. **Call to Order**

- 1.1. **Victor** called the meeting to order at 7:11 pm
- 1.2. Introduction of attendees
- 1.3. Welcome by Chair

2. **Routine Business**

- 2.1. Confirmation of Quorum
- 2.2. Approval of Agenda -Moved by **Santosh**, Seconded by **Javeed**, all in favour.
- 2.3. Approval of Minutes of meeting #1 of February 6, 2020. Moved by **Murad**, seconded by **Peng** all in favour. Rajendra will make the revision and circulate to the Board members.
- 2.4. Monthly Financial Statement – (**Javeed/Rajendra**) (5min) – **Javeed** informed that there was no reply from Adeilton Rebeiro (PEO) in connection to his query and that the monthly statements have not come out. In connection to monthly statements, **Arthur** drew **Javeed's** attention to the fact that the monthly statements were available.

3. **Decisions/Special**

- 3.1.1. NEM and Thousand Island Chapter – **Victor** brought to the attention of the Board an email with a request to support a motion made by the Thousand Island Chapter for NEM and Aspiring Engineering Scholarship funding. This was approved by the Board.
- 3.1.2. Special Funding Request, MERC Enhancement – **Murad** revealed his plan to ask for special funding for the MERC portal to introduce enhancements that will really increase the value of the portal for volunteers and members. **Arthur** was sceptical of obtaining a favourable response to this from the council, however suggested presenting the proposal and keep the fingers crossed. **Murad** agreed to the suggestion and showed resolve to commit to the proposal.

4. **Input/Action Items**

4.1. Progress Reports

- 4.1.1. Draft of the 2020 AGM minutes (**Rajendra**) – **Rajendra** submitted that the draft of the AGM minutes has been given to **Victor** for review. Considering some corrections suggested, it was advised to make these corrections and circulate among the Board members the corrected draft for final review and approval.
- 4.1.2. LAP 2019 (**Peng**) – **Peng** informed that there was not much to report except that one of the candidates (Mentee) has passed technical exam and is one step further in the process.
- 4.1.3. ECRC February 26, 2020 (**Victor/Peng**) – **Victor** and **Peng** attended the ECRC. They informed about the suggestion to e-blast between Monday through Thursday as it was considered more effective. In the ECRC meet they were informed that 50 % of the volunteers have not passed and those who have not passed will not be able to volunteer for all the events. PEO Chapter Office has requested PEO Finance Department to issue the chapter financial reports a few days after the beginning of



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- each month.
- 4.1.4. BBC/SRSC February 29, 2020 (**Shinta/Samuel**) – **Samuel** while presenting the information stated that 29 teams for BBC and 6 teams for SRSC attended the competitions with participation of about 100 students, teachers, and parents. 2 MPP's graced the occasion and encouraged students. **Samuel** in consultation with **Shinta** plan for post-mortem meeting for the event and inform the members.
- 4.1.5. Update volunteer list (**Santosh**) – **Murad** will start with the list and update the list. **Santosh** informed that **Sharon** has asked PEO # and EIT # for members and that there are some issues that the PEO IT Department needs to take care of.
- 4.1.6. Chapter Business Cards (**Victor**) – **Victor** will take care of this for members who do not have Chapter Business Cards. **Victor** has sent PEO Business Card Orders for Santosh and Samuel, who requested to have chapter business cards. GLP committee indicates that Martin may need the chapter business cards. Victor to send the order to PEO

4.2. Upcoming events

- 4.2.1. MERC (**Murad**) – **Murad** highlighted the features of the MERC program like automatic reconciliation and informed that he will plan a training session for volunteers on March 24, 2020 to make them familiar with the program features and use.
- 4.2.2. Seminars (**Samuel/Peng**) – There will be a seminar on April 8th, 2020 on “Engineers as BOE” at 7:00 PM. **Javeed** to book the venue, Agincourt Library. **Samuel** to contact **Jose Vera** of PEO for planning a seminar on “Use of Seal and Professional Practice-Liabilities and Responsibilities”.
- 4.2.3. Technical Tour (**Murad/Peng**) – **Murad** informed that a tour to Hamilton has been planned on June 28th, 2020. He elaborated further and revealed that the planning is to leave early at 7:30 AM and cover Steam Engine Museum, Aerospace Museum, War Ship, mini Train Ride, and lunch at the Beach. He added that it will cost approximately \$ 51/person which will include the \$ 12 ticket for 3 things but not lunch.
- 4.2.4. LPC (**Rajendra/Peng**) – **Rajendra** stated that a meeting of the core team will be arranged to start the planning for the event, and he will count on **Peng** who was chair of the LPC last year to assist him with the preparation of SOP. **Peng** suggested including **Santosh** in the meeting which will be done automatically as **Santosh and Samuel** are both part of the core team for LPC. **Peng** also suggested fixing the date for the event and booking the venue in advance to ensure booking for the planned date. Accordingly, the planned date for the event has been tentatively kept as June 19th, 2020 by which time all the certificates from PEO can be positively assured.
- 4.2.5. PEO AGM, April 25, 2020 (**Victor/Peng**) – **Victor** and **Peng** will attend the AGM.
- 4.2.6. Mechatronics and MEE (**Stephen/Murad**) – The date for the event has been kept as May 16, 2020. The venue for the event to be decided. **Murad** moved the motion for purchase of tablets for programming which was unanimously approved.

4.3. Web Updates (**Rene/Shinta**)

5. 1 Information

5.1 Councillors' Report.

Councillor, **Arthur Sinclair**, apprised everyone of the changes in the structure of Board of Governance initiated by PEO whereby the Registrar would be designated as CEO to emulate the corporate Board of Governance. Revealing further, he added that the new structure would be based on doing and creating an atmosphere of action, and that comprehensive actionable



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filtering has been introduced in the organization to cover activities related to security problems, stabilizing processes, chapter-centric activities and chapter members. Enunciating further, he described the three categories into which various activities of PEO have been divided, expressly the activities to fulfil the regulatory role of PEO, the activities for governance, and activities which are new. He highlighted that this organizational structural change has been devised with a view to dispense with the non-functional governance model and prescribe a governance model that will provide better demographic representation. **Arthur** emphasized that despite having 340+ employees, PEO finds itself in licensing limbo and thus organizational review of this nature will help in resolving many HR related problems, paving a way for new hires.

6. Other Business:

6.1.1 COVID-19 – It was agreed that in addition to taking general precautions, all the guidelines and advisories by PEO and governments should be followed.

7. Next Meeting Date and Adjournment

- 7.1. Next meeting set for April 2, 2020 at 6:30pm, Venue: CICS, booking by **Javeed**. Refreshment by **Samuel**.
- 7.2. Adjournment. Motion moved by **Victor**, seconded by **Peng**.
- 7.3. Meeting adjourned at 8:18 PM ET

Volunteers:

- Madu Suthanan, P.Eng., FEC
- Bala Balasingan
- Narayanapillai Asogan, P.Eng., FEC
- Stephan Shatara, P.Eng.
- Mathew Adekunle, EIT
- Faizan Haider, P.Eng.
- Martin Sheet, P.Eng.
- Parth Bosmia, P.Eng.