

Minutes April 11th, 2017

Willowdale/Thornhill Chapter

Thornhill Community Centre, Activity Room B8

Thornhill Community Centre Branch, 7755 Bayview Avenue, Thornhill, ON L3T 4P1

5:30 p.m. – 6:00 p.m. Dinner
6:00 p.m. – 7:56 p.m. Meeting

	Nick Shelton, P.Eng.	nps@nickshelton.ca
	Mazyar Bolour, P.Eng.	mbloor@gmail.com
	Vimbai B Munyukwi, P.Eng.	vbmunyuk@lakeheadu.ca
	Andrew Herbst, P.Eng.	herbst.andrew0808@gmail.com
	Aung Ko Ko Kyaw, EIT	kyaw.aungkk@gmail.com
Regrets	Nanda Lwin, P.Eng.	lwin@look.ca
	Mohammad Horriyat, P.Eng.	m.horriyat@gmail.com
	John Penaranda, P. Eng.	penaranda.john@hotmail.com
	Souheila Bardakji, P.Eng.	Bardakji@iit.edu
	Amit Gupta, P.Eng.	amitayal@yahoo.com
	Farhad(Fred) Saghezchi, P.Eng.	frsmailbox@gmail.com
	Rana Tehrani Yekta, EIT	rana.ty@gmail.com
Regrets	Hamdy Elarabi, P.Eng.	helarabi@gmail.com
Regrets	Debasis Dey, EIT	Debasis1962@gmail.com
Regrets	Peng Hu, P.Eng.	penghu@ieee.org
	Mohinder Grover, P.Eng.	msgrover@rogers.com
	Armick Ivanian, EIT	armickivan@gmail.com
	Tony Chiu, P.Eng.	tony chiu@hotmail.com
	Azin Aslani, P.Eng.	aslani.azin@gmail.com
Regrets	Polina Glick, EIT	Polygl1987@gmail.com
Regrets	Maliheh Farahnak, P.Eng.	mfarahnak@yahoo.com
Regrets	Ramin Aghajafari, EIT	raghajafari@yahoo.com
	Shayan Sepiani	hossein.sepiani@gmail.com
Observer	David Birnbaum	Birnbaum.davidj@gmail.com
Observer	Mason Hatahet	mason_hatahet@hotmail.com

1.0 Call to Order and Welcome by the Chair

- Meeting Called to order at 6:15 PM by Nick
- Roll call

2.0 Routine Business

- Approval of Agenda
 - Motion: To revise the agenda such that EIT/LAP be moved to top of committee reports
 - Moved: Maziyar
 - Seconded: Ko Ko
 - Motion CARRIED
- Approval of Last Meeting's Minutes (March 14th, 2017):
 - Page 2, line 9 – correction of typo: “lat” should be “last”
 - Motion to approve minutes as corrected
 - Moved: Ko Ko
 - Seconded: Amit
 - Motion CARRIED

3.0 Chair's Report (Nick)

- Next week is the PEO Annual General Meeting (AGM) to be held in Thunder Bay, ON
 - Amit and Vimbai will be attending as WTPEO chapter representatives
 - Rana and Mohinder are receiving awards at the meeting

4.0 Treasurer's Report (Vimbai)

- The second allotment of funds for 2017 have been received from PEO
- The chapter bank balance as of today is \$44,076.34
- The chapter budget submittal for 2018 is due on June 30, 2017.

5.0 Committees Reports

- **Engineer-in-Training/ License Assistance Program (EIT/LAP) (Maziyar)**
 - The last workshop was held on March 11, 2017 from 6-9 pm.
 - 25 attendees
 - Presenter was Tracey Carmana
 - Coordinators were Sami Lamrad & Adeilton Ribeiro
 - Need to send notifications to guides for feedback
 - The Guidebook can be downloaded from PEO website in pdf.
 - Amit will send Maziyar the Guidebook link
 - Mohinder suggested that interns (EITs) contact their guides (mentors) to provide feedback
 - We currently have approximately 2 interns (EITs) per guide (mentor).
 - ACTION: Per request of committee chair, a list of guides and interns is to be put on the committee webpage



➤ **Programs (Azin)**

- Shayan – Two presentations: Water and Risk
 - Speakers are presented with a token of appreciation (a ‘trinket’) after speaking. [Nick/Vimbai - Point of information: no monetary gifts or gift cards with monetary value are allowed to be given].
 - Projector case did not have proper HDMI cable to connect and this caused a delay
- Koko suggested that Programs should maintain custody of the equipment
- Azin noted that there are more attendees at these program events this year compared to last year.
- The 60-person room we are using is frequently overstretched.
 - We should find a new room with greater capacity (80 vs. 60)
 - We should send a reminder query to registrants shortly before the meeting to confirm attendance since space is limited.

➤ **Education (Rana)**

- We had 40 attendees at our National Engineering Month event.
 - Scorecards and photos will be submitted at the end of April for Newsletter
 - Vimbai - Point of information: be sure there is a notice included with every event invitation, and also at the event, stating that we will be taking photographs for sharing with the public.

➤ **Government Liaison Program (GLP) (Fred)**

- Seminar on April 12 at Don Mills Academy.
 - Topic is: Evolution of electricity and role of government.
 - Suggest inviting the MPP.
 - Can we give token gifts of our appreciation to the MPP? Need to confirm with HQ if OK. Perhaps a photograph of them at the event to be used for their own purposes would be considered appropriate?
- The mass emailing to our membership for Take Your MPP to Work program yielded just one interested party.
 - New plan is to go directly to firms operating in our Chapter’s area.
 - Currently we have a list of approximately 20 candidate firms.
 - Fred will send the list to Andrew who will email all firms with replies to be sent to the committee mailbox. Standard e-mail to be pre-approved before sending.

- GLP webpage to be updated.
 - Fred will send details of what GLP wants on the webpage to Amit for implementation.

- **License Presentation Ceremony and Annual General Meeting (LPC/AGM) (Ko Ko)**
 - The Jan. & Feb. lists of new license recipients has not been received yet.
 - Only 20 recipients so far.
 - Will make a decision on when to hold the ceremony after the Jan. & Feb. lists are received.
 - We need a minimum of 25 recipients
 - Ko Ko will consider other locations based on the numbers.

- **Electronic Media (Mohammed)**
 - Three events to cover:
 - National Engineering Month
 - Risk-Based Decision Making seminar (Mohinder)
 - Tap Water seminar
 - Maziyar wants EIT communications copied to his personal e-mail address
 - Shayam suggested we should get feedback from the audience at the seminars (and other events)
 - Nick suggested we should use Survey Monkey for feedback

- **Awards (Mohinder)**
 -

- **Publications**

We only put out one newsletter last year. This is the minimum we are required to issue.

6.0 Other Business and Roundtable

- Nick - Point of Information: We will be deleting the chapter's Facebook and LinkedIn pages (accounts).
- Vimbai – you must provide hardcopy of expense reports to the Treasurer
- Vimbai will be moving to Oakville in July – new acting Treasurer will be required
- Rana – had some extra tee-shirts with her which were distributed.
- Souheila – what is the budget for food at these meetings? Can we get healthier food to eat?

7.0 Motion: to adjourn

- Moved: Andrew
Seconded: Amit
- No debate, Motion CARRIED

Next meeting is on May 9th, 2016. Meeting adjourned at 7:44 PM