

Minutes

DEGIFS EXECUTIVE STRATEGIC PLANNING SESSION MEETING
 Best Western Richmond Inn and Convention Centre
 February 7, 2005, 12:00 pm to 4:00 pm

Attendees:

Heather Blyth	Calvin VanBuskirk	Peter Mitchell	Deepa Filatow
Ron Jordens	Brian Chow	Tim Dunne	Mark Goldbach
Kevin Turner	Tim Smith		

Executive members Absent:

Bruce Thomson

1.0 The Strategic Planning Session (SPS) commenced following the regular Executive Meeting

2.0 Adoption of SPS Agenda

Agenda adopted as circulated.

3.0 Review Terms of Reference

A review of the DEGIFS Terms of Reference was carried out. Specific items from the TOR that were discussed included:

3. Purpose

The purpose and objectives of the Division are to:

a) *'guide the development and monitoring of standards of practice for Professional Engineers and Professional Geoscientists working in the land-based forest sector, as distinct from the manufacturing forest sector;'*

There is a need to identify appropriate mechanisms to fulfill our TOR with respect to monitoring standards of practice (SOP)

This should include monitoring SOP regularly through member surveys on SOP issues

Feedback from members on guidelines (e.g. TSA) can be provided through on-line questionnaires

General statistics from professional practice reviews concerning issues relevant to DEGIFS should be reviewed (e.g. are members aware of TSA guidelines?)

Agreed to poll DEGIFS members via a DEGIFS questionnaire tagged to the website and also advertise questionnaire in Aspect

Action Items: Deepa to investigate polling on website to monitor standards of practice.

Bruce and Tim D. are to solicit responses from membership on 1) the TSA document and 2) what areas should there be specific guidelines developed respecting SOP?

d) *'promote public awareness of the role of Professional Engineers and Professional Geoscientists in the forest sector;'*

DEGIFS have been invited to man a booth at the VCR public library March 5 (carried forward for discussion at next meeting).

We should look into having a DEGIFS booth at the next Truck Loggers conference.

Aspect should be distributed to BC universities to provide students with a better awareness of the purpose, structure and benefits of DEGIFS.

Action Item: All to discuss whether DEGIFS should have a booth at the VCR public library on March 5, and whether we should have booth at the next Truck Loggers conference.

4.0 Membership

The issue of affiliate membership was discussed, in particular whether the class of Division Affiliate Membership should be maintained in light of the steady decline in recent years of affiliate memberships.

It was recognized that the decline in affiliates may be due in part to a failure by the executive to effectively identify/communicate the benefits of being an affiliate member to those eligible, as well as neglecting to respond on occasion to queries by potential affiliate members.

Brian moved that the past-chair be responsible for affiliate membership issues (seconded by Kevin). This item was voted on and passed.

Calvin (past chair) looking to the executive to prepare guidelines on how to proceed with this issue and to discuss at the next executive meeting. It was recognized that APEGBC needs a better process to facilitate affiliate members.

Action Items: Calvin to investigate affiliate membership issues. All to consider appropriate guidelines on how to proceed with this issue for next meeting.

4.0 *Forest Engineering Follow-up on Last Years Discussions - Should this be Pursued Further?*

A letter has been forwarded to APEGBC from Rob Hunter on the issue of reviewing and supervising EIT/FIT's.

Brian moved that the guidelines subcommittee should strike a task force to prepare draft guidelines to address EIT's working under the supervision of an RPF and then put it to the Association to address (seconded by Deepa). This should include guidelines for both members and members in training – restrict it to the forest sector.

Guidelines should specify who may act as referees and supervisors.

Executive voted on whether a subcommittee should be formed. Vote passed.

Action Items: Peter to send letter from Rob Hunter to DEGIFS Executive (and find out whether it could possibly be published in Aspect)

Tim D. to form a subcommittee and report back with subcommittee volunteer members (Eric McQuarrie may be possible candidate). Tim to also check with the Association as to whether they have in any way moved on the letter from Rob Hunter.

5.0 Professional Practice Guidelines

5.1 Purpose of Guidelines?

Guidelines are focused on the practice of engineers and geoscientists and safeguard fundamental principals.

Question is whether a deviation from the standards of practice is cause for a need for guidelines?

5.2 What did we learn from the Bridge Guidelines and TSA Guideline models of preparation?

That there were significant problems with respect to the functioning of the task force

Is there a workable model?

There should be open dialogue with the foresters

If an overlap of responsibilities is identified, the issue should go to the JPB for review with appropriate input by the foresters

Brian put forward a motion to delegate a task force to establish appropriate procedures for the development of guidelines

Future direction should take into account previously established principals in 1993 (Joint Response to the BCFPC by the APEGBC/ABCPF).

5.3 How to proceed?

Peter emphasized that qualifications of task force members are approved by the respective councils

Executive agreed but suggested that a task force member should be able to demonstrate relevant and appropriate experience related to the guideline at hand to ensure that only experienced members are on the task force

Tim D. indicated that guidelines are not uniform/equal fundamentally, that they should be driven by who is most responsible

5.4 What Guidelines are Required and Why?

It was agreed that the Road Guidelines are the next guidelines required.

Foresters are responsible for road planning, while engineers/geoscientists are responsible for certain aspects of road design

5.5 Who Decides, DEGIFS, JPB?

Calvin indicated that there needs to be a mechanism to determine how to proceed with the following scenarios:

- What if DEGIFS identifies an area that requires guidelines?
- What if ABCFP identifies an area that requires guidelines?
- What if the JPB identifies an area that requires guidelines?

Peter indicated that the revised TOR for the JPB should have guidelines on the processes involved in developing guidelines, or else specifically stated in the TOR that representatives selected by their respective associations have appropriate training/expertise and demonstrated experience.

Peter indicated that clear guidance is required between DEGIFS Executive and JPB representatives to ensure proper communication and representation of interests to take forward to the table. How to improve this communication? Calvin suggested that JPB members join in the DEGIFS Executive meetings on a quarterly basis. This was agreed by all to be a good idea.

5.6 How do we set a Priority Order?

Peter indicated that it is likely that Roads are top priority for the next guideline.

Tim D. proposed to have the foresters initiate the Roads guidelines draft

Action Item: Hold conference call with JPB representatives prior to next JPB meeting scheduled for March 2005 – in this regard, it was agreed to include JPB reps in next DEGIFS Executive meeting scheduled for March 3, 2005. To discuss improving communications between DEGIFS and JPB members.

Action Item: Discuss latest draft of bridge guidelines at next meeting

Action Item: Discuss guidelines list at next meeting – Peter to distribute and determine priority

Action Item: Discuss revised TOR for JPB at next meeting.

6.0 Total Chance Planning

Discussed benefits of TCP: Limits redundant roads, minimizes environmental impact, maximizes harvest potential and efficiency.

Discussed value of preparing a position paper to government addressing APEGBC's concerns that the existing legislation does not address TCP (minimizing the amount of roads, the appraisal system tends to reward road construction and penalize harvesting, etc.)

At the JPB level, possibly a TCP guideline could be prepared.

FRPA is quiet on the issue of TCP/long term planning. DEGIFS should be providing guidance to our members on how to fulfill our professional obligations under the act with respect to long term planning. Possibly an item that could be spearheaded by the foresters.

Action Item: Discuss TCP with JPB members and possibility of a position paper to the government on TCP and guidelines to our members regarding long term planning obligations.

7.0 Bylaw 14(b)(2) Peer Review in the Forest Sector, When? Sole Proprietors?

Peer review is presently mandatory for structural only
Involves in-house reviews/checking procedures.

Action Items: All to look into exact wording of the bylaw and determine whether we need to provide guidance to membership on the issue of peer reviews.

All to review article by Doug VanDine regarding peer reviews and a synopsis of what is in Bylaw 14(b)(2)– article can be found on DEGIFS website. Article does not address in-house reviews.

8.0 Expansion of DEGIFS to other Resource Sectors

Tim Smith indicated that Ministry of Energy and Mines (MEM) and the Oil and Gas Commission are intending on adopting a professional reliance model and will utilize portions of FRPA for this purpose. They indicated an interest in formalizing a relationship with DEGIFS.

Brian indicated that a letter should be prepared by DEGIFS to properly articulate our intent and what/who we represent. This could be sent of to various agencies.

Brian also indicated that MOF is the lead agency in taking forward a Resource Road Act that will deal with tenure/responsibilities related to resource roads around the province.

Action Items: Formalize communication with MEM and offer our input from a public interest perspective. Possibly have a DEGIFS representative (Tim Smith) available as a resource to help MEM develop a professional reliance model.

Heather to draft a letter with help of Tim Smith for MEM.

9.0 *Other*

Brian indicated a need to develop a strategy for succession planning for DEGIFS. What processes can be put into place to encourage people to join DEGIFS and become more involved in division activities? Members who become involved will have a better understanding of the role and functioning of DEGIFS and are likely to develop a keener interest/passion about the various issues addressed by DEGIFS that have a direct bearing on their profession. Greater involvement of the membership will provide a larger pool of candidates to draw on for future Executives.

Tim Smith indicated that one possible way would be to delegate tasks to non-Executive members.

All agreed that there is a need to have a good mix of government, consulting and industry professionals represented on DEGIFS.

Action Item: Develop a strategy for succession planning for DEGIFS.

Put out a call for volunteers from the membership to assist the Executive in certain functions/activities. This can be achieved by polling via DEGIFS website and advertisements in Aspect.

10.0 *List of Action Items*

3.0 Action Items: Deepa to investigate polling on website to monitor standards of practice.

Bruce and Tim D. are to solicit responses from membership on 1) the TSA document and 2) what areas should there be specific guidelines developed respecting SOP?

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