

# Minutes

DEGIFS EXECUTIVE TELECONFERENCE  
Jan 26<sup>th</sup>, 2004, 1:00pm to 3:30pm

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## Attendees:

|                   |   |
|-------------------|---|
| Calvin VanBuskirk | Doug Nicol                              |
| Brian Chow        | Peter Mitchell (joined meeting at 1:07) |
| Bill Grainger     | Tim Dunne                               |
| Heather Blyth     |   |

## Executive members Absent:

Deepa Filatow

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### 1.0 *Adoption of agenda*

- Adopted, no discussion

### 2.0 *Previous Meeting Minutes*

- Edits to some names requested, this will be done.
- Accepted. Move to accept: Brian Chow, Seconded: Heather Blyth.

### 3.0 *Review of Action Items From Previous Minutes*

- 3.1 Plan for Affiliates – Carry Forward
- 3.2 Draft Policy for the selection of task forces and committees and related compensation by AGM – carry Forward
- 3.3 Eric McQuarrie – develop policy for DEGIFS logo use – Carry Forward.
- 3.4 Search for replacement web master – carry forward
- 3.5 Consider DEGIFS review of registration of Professional Foresters as EIT's with additional Courses – Carry Forward
- 3.6 Consider ways to improve communication and accountability of JPB – Carry Forward
- 3.7 Consider ways to encourage bridge and road engineers to become members of and more involved with DEGIFS – Carry Forward
- 4.0 Peter Mitchell to call Dwight Yochim and get him to submit Ron Davis as a nomination. Also Brian Chow to find out if we still have an opportunity to submit more names. – Conclusion: Support nomination Ron Davis, no other names have come forward.
- 5.1 Peter Mitchell to send a word or similar “alterable” document format version of the guidelines to Tim Dunne (Secretary) for DEGIFS Records – Not done yet.
- 5.2 Peter to write a letter recommending to the JPB that the Terrain Guidelines document be forwarded to the ABCFP for their consideration. – Peter to do this yet, are dealing with this at the JPB. Brian Chow to talk to Don Dobson and other PEng members of the JPB about Gino Fournier to be liaison between the JPB and DEGIFS. **ACTION:** Brian Chow to find out how the liaison between JPB and DEGIFS is to work and confirm with Gino that he is willing to act as a liaison.

- 5.3 Brian Chow to set up a conference call between subcommittee members in order to start review. **Done**, see below.
- 5.4 Heather to set up a draft call for presentations. **Done**. See below.
- 5.7 All executive to read over the Listserver Proposed Protocol prior to the next meeting. **Done**. See Below.
- 6.11 Calvin Van Buskirk to include on the strategic planning session a discussion of how the JPB interacts With DEGIFS. **Done**.

#### **4.0 Critical Dates Calendar**

Dates coming up are for AGM. See calendar. Regarding the Bursary see Item 6.4 below

#### **5.0 Committee Reports**

##### **5.1 APEGBC (Peter Mitchell):**

- Merger between the Forest Technologists and the ABCFP will proceed. The actual merger will be in 2005.
- Some of the Forest Technologists will come to APEGBC as they feel they fit better with the Engineers than the Foresters.
- Training module on use of professionals has been signed off by ABCFP and APEGBC.
- The new code training sessions are underway as of Feb 10<sup>th</sup> in 32 locations. The most thorough part of the training is professional reliance.
- CPD training – the New Terrain Stability Assessment guideline -Jan 29<sup>th</sup> in Vancouver and February 6<sup>th</sup> in Kelowna. The first part of this training will be from the FPB. 14 registered in Kelowna and 30 in Vancouver as of roughly Jan 22<sup>nd</sup>.

##### **5.2 Joint Practice Board (Peter Mitchell):**

- DEGIFS has had a strong working relationship with the JPB in the past. They (JPB ) wish to continue working with DEGIFS – especially on the bridge issue.
- They want to see our comments regarding the bridge guideline draft.
- They want to see a working group set up. Doug Meski and Gino Fournier wish to be involved in the working group.

##### **5.3 Guidelines (Doug /Brian)**

###### Bridge sub-committee:

- Will supply a response to DEGIFS executive
- Brian Chow has drafted a list of preliminary comments resulting from the January 21<sup>st</sup> meeting of the bridge sub-committee. These are still being modified, the wording will most likely change.
- The preliminary comments are :
  - The proposed risk assessment approach is flawed
  - The committee is of the opinion that Professional Foresters generally do not have appropriate training in Forest Road Bridge Design and the scope of practice should be limited and well defined.
  - There is a lack of clear division points for foresters – the committee is suggesting firm numbers to avoid inconsistent and inappropriate interpretation.

- The CRP and QRP roles are not seen as sufficiently comprehensive. The committee will be suggesting three roles: Project Coordinator, Bridge Professional of Record, and Qualified Registered Professional.
- Errors and omissions Liability Insurance for forest road bridge design carried out by foresters may be an issue and should be investigated on behalf of the public.
- The committee suggests that the DEGIFS Bridge sub-committee be charged with developing a standards of practice for APEGBC members for Forest Road Bridge Structure design using the recent terrain Stability Guidelines as a template.
- Other specialty services which are under discussion to be evaluated associated with forest road structures:
  - Post Construction inspections
  - Routine condition inspections
  - Stream crossing in general ( ie culverts)

Discussion regarding the Bridge sub-committees initial results:

- A constructive approach is needed for input to be successful
- The JPB is considering setting up a working group to further progress on the document
- Brian Chow said that the plan is to hopefully distribute the refined preliminary list within two weeks, perhaps after a second teleconference of the bridge sub-committee. The date for submission of the refined list is the 9<sup>th</sup> of February.
- The plan is for the DEGIFS executive to review the bridge subcommittee report February 13<sup>th</sup> 7:55am to 10:00am. **Action:** Doug Nicol to book the conference call for Executive to review the bridge subcommittee report Feb13th, 7:55am to 10:00am.

#### **5.4 2004 AGM (Heather):**

- the tentative plan is 2 days of presentations and a field trip.
- Heather said need to strike a committee to choose speakers and come up with a list of names.
- The names of candidate speakers have to be reviewed by APEGBC prior to calling speakers to formally invite/accept them.
- See email re deadline from HB.
- Subcommittee members chosen: Bill Grainger, Heather Blyth, Tim Dunne, with Brian Chow helping where he can.

#### **5.5 Treasurers Update (Bill Grainger):**

- Approximately \$20,000 in account
- **Action:** Bill Grainger to approach Tim Stokes to do a non-professional audit

#### **5.6 Aspect Update (Bruce Thompson):**

- Since Bruce is absent – Carry Forward.

#### **5.7 Web Page (Heather Blyth):**

- **Action:** Heather, assisted by Brian Chow, to get some members to help determine path for discussion forum.

#### **5.8 CEBC/MOF Liaison Committee (Eric McQuarrie)**

- There is a CEBC/MOF liaison committee that was struck last year to address consultant qualifications in the BCTS contract process. The committee appears to have stopped making progress.
- **Action:** Eric McQuarrie to send another email to find out the status of the CEBC/MOF committee.

### **5.9 Forest Practices Board ( Peter Mitchell):**

- The FPB has Steve Chatwin doing a study that reviews the effectiveness of TSFA in preventing landslides. The apparent intent is to see if blocks where TSFA has been carried out have fewer landslides. The line of inquiry appears to rely on data that may have significant inaccuracies. These may lead to misleading results.
- Steve Chatwin was to release the terms of the study. (since the meeting Tim Dunne has heard that they are to be posted on the FPB website).
- **Action:** Doug Nicol to follow up and get the terms of reference for Steve Chatwin's FPB study via email to all exec when available.

## **6.0 New Business:**

Note: *Not on agenda:* Anthea Jubb EIT from APEGBC, presented to the executive that she would like to pose some questions regarding sustainability. She was directed to send an e-mail via Peter Mitchell explaining her questions.

### **6.1 TSA Seminar by APEGBC and FPB (Peter Mitchell):**

- Its happening now.

### **6.2 Strategic Planning Session:**

- April 2 or 3<sup>rd</sup>.
- Vancouver, at the APEGBC office appears to be a viable location
- **Action:** Peter to see if the APEGBC board room is available on April 2 and/or 3<sup>rd</sup> for Strategic Planning session. And:
- **Action:** Calvin to draft an agenda for the session.

### **6.3 Presenters for the Q and A FRPA session –**

- Carry Forward.

### **6.4 Bursary Coordinator (Calvin VanBuskirk):**

- **Action:** Brian Chow to send the executive an e-mail statement.
- The plan is 2 Bursaries at \$750.00 each. With a deadline of March 31<sup>st</sup>, 2004.
- **Action:** The executive is to review and respond so Brian can send out the announcement next week (First week of February).
- **Action:** Eric to tell Brian Chow where to send the money for the bursary - to be called the "Dr. Bob Willington Memorial Award".

### **6.5 Post Questions/ Comments from Innovative/Alternative Road Construction Techniques workshop**

- Generally agreed to drop this item as it is too old now.

#### **6.6 2003 Forest Engineering Award of Excellence:**

- Dwight has confirmed that DEGIFS supports the nomination as submitted.

#### **6.7 ABCFP Presidents reception and banquet on Thursday, February 26<sup>th</sup>**

- Peter Mitchell emphasized that it is important to send someone from DEGIFS
- **Action:** Tim Dunne to attend

#### **6.8 List Server ( Heather Blyth):**

- It has been decided that it is to be used as a method of distributing information to membership.
- Executive members (at most) alone are allowed to post items to members.
- All items are to be vetted by the executive
- Eric suggested that it be accessible by the Chair, Secretary, and Web Master.
- Once final decision is made re webserver, consider using DEGIFS ASPECT to ask membership to sign up to receive periodic information.
- Also considered was sending out info to all membership who have provided their e-mail address but this was not resolved.

### **7.0 Next General Executive Meeting**

- The next meeting is Feb 23<sup>rd</sup>, 7:55am to 11:00
- **Action:** Doug Nicol to set up the call.

#### **Meeting Ended 3:30pm when Conference call terminated.**

Summary of Action Items:

**Action:** Brian Chow to find out how the liaison between JPB and DEGIFS is to work and confirm with Gino that he is willing to act as a liaison.

**Action:** Doug Nicol to book the conference call for Executive to review the bridge subcommittee report Feb13th, 7:55am to 10:00am.

**Action:** Bill Grainger to approach Tim Stokes to do a non-professional audit

**Action:** Heather, assisted by Brian Chow, to get some members to help determine path for discussion forum.

**Action:** Eric McQuarrie to send another email to find out the status of the CEBC/MOF committee.

**Action:** Doug Nicol to follow up and get the terms of reference for Steve Chatwins FPB study via email to all exec when available.

**Action:** Peter to see if the APEGBC board room is available on April 2 and/or 3<sup>rd</sup> for Strategic Planning session. And:

**Action:** Calvin to draft an agenda for the session.

**Action:** Brian Chow to send the executive an e-mail statement regarding the plan for the two bursaries. (The plan is 2 Bursaries at \$750.00 each. With a deadline of March 31<sup>st</sup>, 2004.)

**Action:** The executive is to review and respond to Brian's description of the Bursary so Brian can send out the announcement next week (First week of February).

**Action:** Eric to tell Brian Chow where to send the money for the bursary - to be called the "Dr. Bob Willington Memorial Award".

**Action:** Tim Dunne to attend ABCFP Presidents reception and banquet on Thursday, February 26<sup>th</sup>

**Action:** Doug Nicol to set up the call. The next meeting is Feb 23<sup>rd</sup>, 7:55am to 11:00