

Minutes

DEGIFS Executive Meeting – 8:00 am, Friday January 6, 2006

Attendance:

DEGIFS Executive:

Bruce Thomson

Ron Jordens

Doug Underhill

Norman Deverney

Mark Goldbach

Peter Mitchell APEGBC

Rob Wilson Aspect

Kevin Turner, JPB 9:00 – 9:15

Regrets:

Julien Henley, Heather Blyth, Dave Wilford

1 Adoption of agenda

m/s Ron/Bruce

2 Adoption of previous minutes (Norm) as amended

m/s Ron/Mark

3 Review of Action Items from previous meetings

4.3 Status: Carry Forward. The TOR and MOU have been approved by both Councils. The **Task Group** is to proceed to develop a draft communication protocol and flow chart between DEGIFS and APEGBC members of the Joint Practices Board and send to DEGIFS executive for comment.

Heather Blyth is to co-ordinate contact between the Task Group and the present DEGIFS executive. CF Will be addressed in the next few weeks

4.4 Status: Action Item: Sustainability Guideline: **Mark Goldbach** to contact Calvin VanBuskirk. Mark spoke to Calvin, who will work with Kevin Turner to submit a Draft memo to the executive by next week (January 9). Will invite participation of other professionals.

7.2 Status: CF Define Field of Practice for Forest Engineers: **Doug Underhill** to take over this item from Calvin VanBuskirk:

Doug spoke to Calvin to catch up on background. He spoke to some members and invited them to join DEGIFS. He will assemble a working group, and will place articles in Aspect, Innovation, and Forum (working with Peter Mitchell) inviting additional participation. CF for updates in subsequent meetings.

13.3 Status: CF Affiliate Memberships. **Heather Blyth** to contact Calvin regarding the state of this item. To be carried to the 2006 Strategic Planning Session.

CF to next meeting. Will be on agenda of Strategic Planning Session.

13.5 Status: Action Item: FEAE Nominations: **Heather Blyth** to co-ordinate and complete this task with Calvin and Brian.

Report on progress at next meeting.

Mark Goldbach was invited to the ABCPF AGM (February 22 – 24) and meetings (Thursday session).

Doug Underhill will attend as an alternate and will work with Peter Mitchell at the APEGBC booth.



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13.6 Status: Action Item: Certificate of Recognition: **Ron Jordens** was assigned to coordinate and complete this task.

Ron spoke to Deepa who had a draft prepared.

CF to next meeting.

5.1 Action Item: Critical Dates Calendar: **Executive members** involved with the various events are to forward dates to **Heather** who will compile them for a single submission to Peter Mitchell.

CF Still in progress. Mark reminded executive members to contact Heather.

5.2 Action Item: Strategic Planning Session Meeting: **Heather** to confirm date and location.

CF will be completed within the next week. Tentative date is February 3, 2006.

6.1 Action Item: Kevin Turner will submit a report to the DEGIFS Executive, and prepare a brief submission to Aspect for publication in the December newsletter. This item was completed.

6.2 Action Item: Kevin Turner: Joint Practices Board: Communications Task Group to establish a timeline and dates for completion for submission to DEGIFS Executive.

Moved to committee reports.

6.3 Status: Action Item: Design Aids: **Julien Henley** will meet with Brian Chow to discuss needs and objectives and report to next meeting.

Not completed. CF to next meeting.

6.4 Status: CF to next meeting, DEGIFS Bursary: **Julien Henley** will present a summary for the Executive Binder.

Draft submitted for executive review.

9.1 Status: Action Item: Ron Jordens to prepare an Expense Policy to be submitted for executive review.

Moved to treasurer's report.

10.0 Aspect: Action Item: Rob Wilson to set up a Conference call to discuss terms of reference for writing of editorials and for the subsequent review process to be considered by the Editorial Board.

CF No report received. Rob was not in attendance.

Action Item: Mark Goldbach to follow up with Rob.

13.2 Meeting Minutes: Norm Deverney to establish archive of previous minutes.

Action Item: Mark Goldbach to compile and submit minutes from last year.

Mark submitted last 2 year's minutes. They have been assembled and the APEGBC Web site has space.

Norm to co-ordinate with Web Site Co-ordinator for posting.

13.3 Status: CF Getting Involved in Kyoto: To next meeting or to the Strategic Planning Meeting.

CF to Strategic Planning Session

13.4 Status: CF DEGIFS expansion into other Resource Sectors: to Strategic Planning Meeting

CF to Strategic Planning Session. Executive members requested to prepare for discussion.

5 Critical Dates (Heather) Comments or Adjustments

5.1 Update on Critical Dates Calendar



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Covered under previous action items.

6 Committee Reports

6.1 APEGBC (Peter Mitchell)

Government has expressed interest in developing a Resource Roads Act to replace the Forest Road Regulation. Peter has been in contact with Ron Davis (MoF) in regard to this initiative. The Forest Practices Board has prepared a paper on Access Management (available for review on their Web site).

Professional Reliance Task Force has prepared a Draft for review by the various associations, will be ready by January 16th. DEGIFS executive will have opportunity for review and comment.

Peter will man the APEGBC Booth at the ABCFP AGM. It will be set up with a DEGIFS focus. Names needed for the JPB Task Force. The working Group has suggested Shelly Higman and Al Chatterton as possible Task Force members. One more name needed.

6.2 JPB (Kevin Turner 9:00 – 9:15)

Kevin distributed a summary of the December 19th JPB meeting to DEGIFS executive.

Bob Patrick will be the new chair of the JPB.

There was discussion about Truck Safe issue. Little commentary was received from the ABCFP Board. Peter and Dwight Yochim will prepare a response from APEGBC and ABCFP if needed.

TSFA Guidelines were the main topic. TSFA Guidelines were meant to provide assistance and direction to ABCFP members on when a Terrain Stability Professional should be retained, not to replace the APEGBC Guideline.

DEGIFS to appoint 3 nominees to a Terrain Stability Assessment Task Force by January 23.

Executive invited to nominate a third participant, preferably from the Interior (see Item 6.1).

Action Item: DEGIFS executive to forward names of a third participant to Mark prior to the deadline date.

6.3 Guidelines (Julien)

CF Julien submitted brief task guide for the Committee Chair. Report progress at next meeting.

6.4 DEGIFS Bursary – (Julien)

CF Draft task guide submitted for comment. Report progress at next meeting.

8 2005 AGM (Bruce/Dave)

Bruce: A Conference Title was proposed. A field trip to the Victoria Watershed is under consideration.

Conference topics may include one day on hydrology and the second day on Engineering topics. Speakers will be not just limited to DEGIFS / forestry issues, but hope to attract attendance of professionals working in other resource sectors to broaden our audience.

Tentative subjects were listed with some focus on the relationships between development and climate change. Topics will include peak flow trends, Policy papers from Prince George Region, Forest Hydrology presentations by Younis Alila (UBC) impacts from pine beetle mortality, precipitation trends in the Interior, blight impacts on young pine plantations, fisheries impacts from climate change, urban development impacts on hydrology, and hydrology impacts on urban / rural development. It is hoped to have all speakers in line by the end of January.

Report on progress at next meeting.



9 Treasurer's report (Ron)

The Prince George account is now closed and the new account is open. Ron and Mark Goldbach are the signing authorities. The transfer of the GIC is not complete.

Current Account balance is \$7,314.13. The GIC value is \$14,383. DEGIFS dues (approximately \$6,000) are expected by the end of March, at which time the account will have a balance of approximately \$13,000.

Ron recommended DEGIFS adopt APEGBC's expense policy and format. m/s (Norm / Doug) to adopt the APEGBC expense policy. Motion passed.

10 Aspect (Julie, Jen or Robert)

No members present, no report.

11 Web Page (Ron)

Professional Development Pages are in operation. Conferences, courses, etc. can be posted (contact Ron for vetting and approval). A course announcement from Selkirk Management was distributed to DEGIFS members by email in December because the Announcement Page was not working. This was a one time event, and is not intended as routine practise. The Announcement Page has since been repaired.

The Discussion Page is now closed.

12 New business:

12.1 Attendance at ExpoFor 2006

Doug Underhill and Peter Mitchell will attend, representing APEGBC and DEGIFS.

12.2 Use of DEGIFS distribution list to advertise courses

Discussed above in item 11.0.

12.3 Planning the 2006 Strategic Planning Session

Topics were suggested including: TSFA reports, Affiliate Memberships, Guidelines, DEGIFS Expansion into Resource Sector, Getting Involved in Kyoto, Truck Safe and Resource Road Act (Forest Practices Board Report), Terrain Stability Assessment Task Force.

13 MSRM Terrain Working Group (Heather):

CF to next meeting.

14 Other Items

A condolence card will be sent to Heather.

Action Item. Mark Goldbach will look after this and sign on behalf of the DEGIFS Executive.

15 Next Meeting

Tentatively scheduled for 9:00 AM, February 3, 2006. The Strategic Planning Session will follow immediately to about 4:00 PM. Times and place to be confirmed. Mark Goldbach will follow up with Heather for contact with invitees who are not on the DEGIFS Executive.

16 Adjourn

Motion to adjourn, Ron. Meeting adjourned 9:35.

Summary of CF and Action Items.

Items From Previous Meetings:

- 4.3** Draft communication protocol and flow chart. **Heather Blyth**.
CF Will be addressed in the next few weeks
- 4.4** Sustainability Guideline:
Calvin will work with Kevin Turner to submit Draft memo by January 9 week.
- 7.2** Define Field of Practice for Forest Engineers: **Doug Underhill** CF for updates in subsequent meetings.
- 13.3** Affiliate Memberships. **Heather Blyth** to contact Calvin.
CF to next meeting and put on agenda of Strategic Planning Session.
- 13.5** FEAE Nominations: **Heather Blyth** to co-ordinate and complete this task with Calvin and Brian.
CF to next meeting.
- 13.6** Certificate of Recognition: **Ron Jordens** a draft has been prepared.
CF to next meeting.
- 5.1** Critical Dates Calendar: **Executive members** to forward dates to **Heather** for submission to Peter Mitchell.
CF Still in progress.
- 6.3** Design Aids: **Julien Henley** will meet with Brian Chow and report to next meeting.
CF to next meeting.
- 6.4** DEGIFS Bursary: **Julien Henley**
Draft submitted for executive review.
- 10 Aspect:** Conference call.
CF Action Item: Mark Goldbach to follow up with Rob.
- 13.2** Meeting Minutes:
Norm to co-ordinate file submissions with Web Site Co-ordinator.
- 13.3** Getting Involved in Kyoto:
CF to Strategic Planning Session.
- 13.4** DEGIFS expansion into other Resource Sectors.
CF to Strategic Planning Session. Executive members requested to prepare for discussion.

6 Committee Reports

- 6.1 APEGBC (Peter Mitchell)**
Professional Reliance Task Force Draft to DEGIFS Executive for review by January 16, 2006.
- 6.2 JPB (Kevin Turner)**
Action Item: DEGIFS executive to forward names of participants prior to January 23, 2006.
- 6.3 Guidelines (Julien)**
Report progress at next meeting.
- 6.4 DEGIFS Bursary – (Julien)**
Report progress at next meeting.

8 2005 AGM

Report progress at next meeting.

13 MSRM Terrain Working Group

CF to next meeting.

15 Next Meeting

Times and place to be confirmed. Mark Goldbach will follow up with Heather for contact with invitees not on the DEGIFS Executive.