

Minutes
DEGIFS Executive Meeting – APEGBC Board Room
8:00 am, Monday, November 20, 2006

Attendance

DEGIFS Executive:

Mark Goldbach	Tracy Raume
Norman Deverney	Dave Wilford
Doug Underhill	Irena Weiland
Julien Henley	Ron Arksey

APEGBC	Peter Mitchell
Past Executive members	Ron Jordens (12:30 to 1:30)
Guest	Brian Chow
Aspect	No attendees
JPB	Kevin Turner

1.0 Adoption of agenda

Adopted as amended (M/S Mark/Julien)

2.0 Adoption of previous minutes

Adopted as amended (M/S Irena/Mark).

3.0 Action Items from previous meetings

3.1 Draft communication protocol and flow chart

CF A progress update is requested for each meeting. There is nothing to report.

CF to next meeting

3.3 Define field of practice for Forest Engineers.

Action Item Peter Mitchell to speak with the APEGBC Lawyer.

Following discussion, it was concluded that the definition of the field of Forest Engineering as presented has no significance related to Right to Practice. This item is complete.

4.0 Critical Dates (Mark)

Mark Goldbach will update the calendar this year.

Action Item DEGIFS Secretary, (Norm Deverney) has been assigned the task to edit and update the digital Executive Manual document and remove surplus / dated material. The task is to be completed prior to the next AGM (October 2007). **CF to next meeting.**

Action Item Outgoing executive members to pass on binders at the SPS Session.

This item is complete.

Action Item Norm Deverney to contact Peter Mitchell regarding access to the digital files used for the existing manuals. **CF to next meeting.**

5.0 Committee Reports

5.3 Guidelines

Action Item Julien Henley to consider and advance possible mechanisms to undertake audits of the application of the Crossing Guidelines.

CF to next meeting.

9.0 Web Page

Action Item Norm Deverney to update the Application / Affiliate Registration Form and return it to Tracey for Re-posting.

CF to next meeting.

5.0 Committee Reports

5.2 Joint Practices Board

A new JPB liaison / contact to the DEGIFS Executive is to be assigned, replacing Kevin Turner.

Action Item Kevin Turner will pass JPB information to the new liaison once selected. The new JPB nominees from DEGIFS are Tom Millard, P.Geo, Mike Wise, P.Eng., and Greg Reid P.Eng., P.Geo. Greg will be a one-year appointee replacing Kevin Turner.

The JPB members will decide who is to be the DEGIFS liaison.

10.0 New Business

10.1 Response to Del Ferguson's letter to APEGBC Council

Action Item Mark Goldbach will draft a response and request comments from the DEGIFS executive.

Action Item Doug Underhill will call Del advising that APEGBC Council will be responding to his letter. This item is complete.

10.2 Tracey Raume to post names of previous winners of the Forest Engineering Award of Excellence on the DEGIGFS Website.

CF to next meeting (Tracey)

10.3 Julien to compile previous DEGIFS Bursary applications / submissions and forward to Tracey. Previous award winners names will be posted on the DEGIFS Website.

CF to next meeting (Julien)

10.4 Concept Reviews (Julien Henley)

Action Item Julien Henley to advance a request to APEGBC Council / staff to clarify the meaning of Concept Reviews in regard to forest bridge designs.

CF to next meeting (Julien)

4.0 Critical Dates

JPB Meetings will be deleted from the listings because there are no pre-set meeting dates.

5.0 Committee Reports

5.1 APEGBC (Peter Mitchell)

The APEGBC Environment Committee has requested participation of a DEGIFS member. Meetings are held very two months, and may be managed by conference call.

Action Item Doug Underhill will participate representing DEGIFS.

Peter is preparing a listing of P.Eng. members conducting terrain assessments. This list will be used to generate a schedule for practice reviews. This is proving to be a challenge. Discussion followed for possible list sources. Some Ministry of Forests contact names were provided, and Peter will use those contacts as a starting point.

FORREX recently distributed a listing of their publications. An email with links is to be distributed, posted on the DEGIFS Website, and advertised in Aspect.

Action Item (Tracey Raume and Aspect)

Affiliate members: Melinda Lau gave a brief presentation. APEGBC staff does not have an electronic database. Non APEGBC Members do not have a Member Register Number, and are not picked up in a database extraction for group email. In the past, there was a separate list. It was agreed that the DEGIFS executive should maintain the affiliate list, since it does not fit well with the APEGBC database. Maintenance of the list and advertisement for renewals should become the responsibility of a member of the DEGIFS Executive. The electronic newsletter will then be forwarded by the assigned Executive member.

Membership applications are to be sent directly to the Association, and staff will then pass the information to the responsible Executive DEGIFS member.

Action Item: (Mark Goldbach) Maintenance of the Affiliate Member List and distribution of the electronic newsletter was assigned to the Past Chair.

Names of the JPB Nominees will be presented to the next Council meeting.

Limited License review panel members met to discuss requirements for deficient members. Single courses are not sufficient in some cases. The review panel has made reference to recommendations for courses or means to meet licensing requirements. Because there were only three rejected applications, this could be done on an individual basis. Replies will be made for specific University courses or similar.

5.2 Joint Practices Board (Kevin Turner)

Peter Mitchell was the only member from APEGBC in attendance at the last meeting due to weather-related travel restrictions.

Draft Terrain Management Guidelines were discussed. Alternative #1 for the Guidelines is that TSA's are an APEGBC responsibility. Alternative #2 is that TSA's can be done by Qualified Registered Professionals (P.Eng., P.Geo., or RFP) meeting the qualifications listed and defined several years ago in the definition of a QRP. It was noted that the qualifications listing has not been approved by the JPB. Alternative #3 would be a skill set listing, avoiding reference to any specific Professional Registration. This draft will come to the DEGIFS Executive for review in January 2006. The development of this document will affect the resolution of the proposed WCB Regulation Amendments.

APCFP has issued a statement regarding a requirement for Geometric Designs to be sealed by a RPF. Is this a JPB Issue requiring a letter from DEGIFS? More will follow.

(From Brian Chow) ABCFP said that an RFT can undertake reviews of stream crossings, independently (not under the supervision) of an RPF. The Foresters Act allows independent work by RFT's. A clarification will be prepared by the ABCFP. JPB has asked for information. It is expected that DEGIFS will also provide commentary.

There is an issue of how items such as this are introduced to the JPB. There is a need for good communications on issues such as this before they are presented to the JPB, including a rationale for inclusion, and a position from DEGIFS with respect to our points of concern.

5.3 Guidelines (Julien)

Nothing to report **CF to next meeting.**

5.4 DEGIFS Bursary (Julien)

There was some discussion on the possibility of directing the bursary to specific items of research. Related to that, there was discussion of participation in FERIC.

6.0 2007 AGM (Dave/Irena)

Nothing to report at this time

CF to next meeting

7.0 Treasurer's report (Tracey)

Tracey has just received the documents etc. from Ron. There is nothing new to report.

8.0 Aspect

No Aspect members were present.

9.0 Web Page (Tracey)

Nothing new to report.

Ron Jordens attended briefly and passed on the remaining task items he had carried as Treasurer and Website Co-Ordinator.

Mark Goldbach was assigned to look after the remaining DEGIFS hats.

Some of the Service Award Certificates that were not delivered at the AGM were passed to executive members to distribute. Local (Lower Mainland) certificates will be available for pickup at the APEGBC office (recipients will be notified), and the rest will be mailed.

An updated list of remaining certificates (for next year's AGM) was passed to Mark Goldbach. Contact information for printing and frames, etc. was also passed on.

10.0 New business:

10.1 Strategic Planning Session. The SPS meeting was held prior to this meeting.

10.2 The Worksafe Regulation Amendment Draft is to be reviewed and comments submitted to Doug Underhill to be compiled and forwarded to Peter Mitchell. There is a tight timeline as there is a planning meeting set for early December. A presentation to Worksafe will be made on January 18, 2007.

10.3 Strike a Task force to address Strategic Planning Session items.

CF to next meeting

10.4 Strike a Task Force to address the amendments to the Worksafe Regulation.

CF to next meeting

11.0 Next Meeting

Monday December 18, 2006 at 8:45 AM (teleconference).

Adjourn

Meeting adjourned at 4:45 PM.