

DEGIFS Executive Meeting – Teleconference

9.00 – 12.00 pm Monday November 24, 2008

Attendance

Ingoing and Outgoing DEGIFS Executive:

Irena Weiland (IW)
Jeremy Araki (JA)
Julien Henley (JH)
Mike Noseworthy (MN)
Joe Kenny (JK)
Tom Millard (TM)
Sharon Scott (SS)
Jack Whittles (JW)
Peter Mitchell (PM)

1.0 ADOPTION OF AGENDA

Proposed by MN, Seconded SS

2.0 ADOPTION OF PREVIOUS MINUTES AS AMENDED

Minutes from AGM not adopted as some changes were required. Following modification, to be adopted at next Executive meeting.

3.0 APPOINTMENT OF EXECUTIVE RESPONSIBILITIES

Chair:	Jeremy Araki
Vice Chair:	Jack Whittles
Secretary:	Joe Kenny
Treasurer:	Mike Noseworthy
Past Chair:	Irena Weiland
Website coordinator:	Sharon Scott/Joe Kenny
Bursary coordinator:	Shawn Vokey
JPB taskforce liaison:	Julien Henley
AGM/technical session co-ordinator(s):	Sharon Scott/Jack Whittles

Mike Noseworthy and Jeremy Araki will be added as signing authorities for the DEGIFS bank account. Tracey Raume and Doug Underhill will be removed.

4.0 ACTION ITEMS ARISING FROM PREVIOUS MINUTES

4.1 JPB Nominees

JH confirmed that he would accept the nomination to the JPB.
Irena will approach additional members to find a second JPB representative by November 26th, 2008



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4.2 Extension of Eng.L for P.Geo:

At the Division's annual general meeting on October 16th, 2008, Division members voted to make a request to Council to extend the Eng.L. designation until the JPB's TSA Skill Set is in place.

JW will draft a letter to Council with the following motion:

"That APEGBC Council extends the Limited Licences in Engineering (Eng.L.) issued to geoscientists to carry-out Terrain Stability Assessments (TSA) until such time that a proposed skill set required for carrying out TSAs is approved by APEGBC and ABCFP (Association of BC Forest Professionals) Councils."

PM requires letter by November 26, 2008 to present before APEGBC Council.

Action Item: JW to write and circulate letter.

4.3 Crossing Guidelines, working with JPB

JH and JA will discuss outside Executive and work with JPB. With JH on JPB, will take a role in the task force developed to review Crossing Guidelines.

4.4 Division expansion

Item to be discussed at SPS meeting and task force created to further develop TOR based on comments received at AGM.

5.0 CRITICAL DATES

Action Item: IW will develop 2009 Critical date calendar.

6.0 COMMITTEE REPORTS

6.1 APEGBC (Peter Mitchell)

i) Avalanche issue - wilderness operations:

Waiting to hear from WorksafeBC following initial submission on landslides and snow avalanches. There will be discussion on issues relating to where the public are intermittently traveling through hazardous terrain.

ii) Status of Engineer of Record

The JPB will be discussing the role of EOR following submission by JA and PM. JPB will provide a response to DEGIFS.

iii) Digital Seals

23 digital seals have been purchased

iv) Forest Engineering Award of Excellence

Action Item: IW to contact Janet Sinclair to discuss what will be required from DEGIFS.



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v) **DEGIFS Membership List**

APEGBC is currently looking into discrepancy between number of members and fees received from APEGBC.

Action Item: MN will follow up with APEGBC

6.2 JPB (Tom Millard - Chair)

Conference call held on October 28, 2008

- a) Discussed Guidelines for Terrain Stability Assessments in the Forest Sector and Skill Set Matrix that is being developed to evaluate training and experience of practitioners completing this work. This document should be available for review by JPB in December 2008 after which it will be sent to DEGIFS for review prior to a public review.
- b) Roads Task Force size has increased with the addition of Glynnis Horel (to Bob Parolin, Gino Fournier and Ron Davis). A draft TOR will be forwarded to DEGIFS for review. The intention is to have the work completed by March 31, 2009.
- c) JPB has received DEGIFS submission regarding EOR and Crossing Guidelines and is developing a questionnaire to poll members on the current use of the Crossing Guidelines.
- d) All draft documents prepared by JPB will be distributed for review to DEGIFS members through mass email as requested by membership at AGM.

Action Item: TM to provide Draft TOR for Roads Task Force

6.3 DEGIFS Bursary

Action Item: JH to pass info to SV

Action Item: SV to work with JH to develop revised evaluation criteria

6.4 Expansion of DEGIFS to other resource sectors)

See Item 4.4

6.5 Natural Resource Education Steering Committee

Action Item: Irena to contact Dave for Update

6.6 Statement of Limitations/ TSA Disclaimer

Awaiting review of a number of disclaimers by APEGBC legal staff. Two additional submissions from Doug Van Dine and Bob Gerath will also be forwarded to APEGBC.

7.0 2008 AGM TECHNICAL SESSIONS

Action Item: Discuss at SPS upon decision by APEGBC on conference theme.

8.0 TREASURER'S REPORT

Travel expenses (to Kelowna AGM) have been reimbursed to DEGIFS executive members with the exception of MN.

Discrepancy between fees received and number of members being reviewed by APEGBC.

GIC was accidentally renewed and will only be accessible in January 2009.

Tracey Raume will approach Ray Getzlaf to complete a lay audit of DEGIFS financial statements.

9.0 ASPECT

Next issue will be a complete edition.

SS will remain as editor as no one has volunteered to step into the role.

Still use DEGIFS name until further developed TOR on expansion into other sectors.

Action item: Irena to compile an executive update for future Aspect edition – Carry forward

10.0 WEB PAGE (Tracey Raume)

The website is currently being updated

Action item: Tracey to write article for future edition of Aspect promoting DEGIFS Website and how members can use the website – Carry forward

Action item: Post Adopted 2007 AGM Minutes and Draft 2008 Annual Report on website – Carry forward

11.0 NEW BUSINESS

11.1 SPS Meeting

Scheduled for January 8-9 at APEGBC offices.

Invite a number of non-executive members. Old executive is also invited to attend

At meeting discuss development of task force to further define how DEGIFS can expand into other sectors following comments from AGM. SS has list of names from AGM of members who may wish to participate.

Action Item: JA to invite non-executive member including Brian Chow, Kevin Turner, Tom Millard and Mike Wise. Also ask Kevin Turner if he will facilitate the meeting.

Action Item: JA to develop Agenda

Action Item: IW and MN to lead task force to develop TOR for expansion into other sectors.

11.0 ADJOURN

Next meeting: SPS January 8-9, 2009 at APEGBC Offices

Motion to Adjourn MN



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Seconded IW

Adjourned: 12.00 pm