



# Chartered Engineers Pacific (CEP)

**ENCL: A**

aka Western Canada Group of Chartered Engineers

## Minutes of CEP Committee Meeting Held on May 20<sup>th</sup>, 2020

Venue: Video-conference at individual members' homes and various locations in observance of physical distancing restriction due to COVIG-19,  
Teleconference ID:329360701

Item	Description	Action by
1	<p><b>1.1 Welcome.</b> The Chair opened the meeting at 5.06 pm and welcomed all who participated in this 2<sup>nd</sup> trial using video conference pioneering effort to discuss business, including teleconferencing.</p> <p><b>1.2 Obituary.</b> A 2-min silence was held in memory and to honor Alan Kay CEng MICE, PEng, a faithful, long-serving member of CEP.</p> <p><b>1.3 Acknowledgement.</b> CEP gratefully acknowledges, with thanks, the sponsorship of the Institution of Railway Signal Engineers (IRSE) which loaned its <b>GoToMeeting</b> online software account for this 2<sup>nd</sup> video-conferencing trial when members cannot meet due to physical distancing restriction required for COVIG-19 virus.</p>	SV
2	<p><b>Attendance:</b> Fourteen members were in attendance: <b>On-Line (14):</b> David Harvey (DH), Douglas Yee (DY), Suresh Vishwakarma (SV), Prafulla Chavan (PC), Lewis Judd (LJ), Michael Immaraju (MI), David Woo (DW). Walton Lu (WL), Chris Richardson (CR), Zeeshan Khan (ZK), George De Ridder (GDR), Arlene McConnell (AMc), Matthew Walton-Knight (MWK) and Alan Wood (AW). <b>Apologies (1).</b> One apology was received; from Prafulla Chavan (PC).</p> <p>The meeting was duly constituted as more than the minimum number of six members were in attendance</p>	DY
3	<p><b>Setting of Agenda:</b> Agreed to add item 10.1. Proposed by SV, seconded by GDR and adopted without amendments or deletions.</p>	SV

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4	<p><b>Approval of Previous Minutes:</b> Minutes of 1<sup>st</sup> teleconference meeting on March 18, 2020 were previously circulated. No comment or objection was received. Approved as tabled, without corrections or objections. Proposed by GDR, seconded by DW, no objections; <b>MOVED and CARRIED.</b></p>	<b>DY</b>
5	<p><b>Matters Arising from Previous Minutes:</b></p> <p><b>5.1</b> IET/MechE seminar in Jan18, 2020 account was verified by CEP sub-committee (LJ &amp;GDR) as satisfactory and closed. No objections; <b>Moved, Carried.</b></p> <p><b>5.2</b> IET(Van)/IET(Ont) proposal to hold joint discussion on sustainability. Ontario suggested to submit proposal to IET to fund this joint event and they would discuss this matter later. But no further progress since.</p> <p><b>5.3</b> IET150 Application for Global Engagement Fund proposal submitted under CEP was awarded to IET/CEP. In view of current pandemic, hopefully, efforts will begin after September 2020.</p> <p><b>5.4</b> IMechE, through their Conference Production Manager, Mr Ivo Brook, required an update on the information of CEP Officers in preparation for roll-out of their MS TEAMS platform. This was duly provided by return email on May 17, 2020.</p> <p><b>5.5</b> CEP discussed IMechE's intent to roll-out MS TEAMS in meeting dated May 20, 2020. Many questions related to CEP's diversity were raised. IMechE explained that MS TEAMS would only function as their platform applicable within IMechE's sphere of operation. CEP, being outside, would not fit into the roll-out program. See IMechE/CEP correspondence in <b>ENCL: C</b></p>	<p><b>SV</b></p> <p><b>DY</b></p>
6	<p><b>Technical Program</b></p> <p><b>6.1</b> The program schedule is shown in <b>ENCL B</b> and shows all presenters have been lined up for the year.</p> <p><b>6.2</b> The last two meetings used a video-conferencing format with GOTO Meeting. Current presenter was familiarized with this platform and was given a dry-run so that he could use this presentation on-line.</p> <p><b>6.3</b> The Summertime program is still on hold due to pandemic situation. Should situation improve, it was suggested that regular presentation be organized; subject to availability of members not on vacation.</p> <p><b>6.4</b> Post Meeting Note: Scheduled Technical Presentation by webcasting took place at 7 pm after the committee meeting. It was presented by Mr. Ben Venktash, international specialist in hospital technology speaking from California, USA, on "The Rapidly Escalating Noscomial Infections".</p>	<b>DW</b>

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7	<p><b>Finances</b></p> <p>7.1 Overview</p> <p>7.11 Current account balance = \$ 11,661.59</p> <p>7.12 Cashable lockout account reserv = \$ 5000.00</p> <p>7.13 Membership = \$ 132.79</p> <p><b>7.2</b> Approved expense claims, proposed by DH and seconded by DY, Moved and carried, all of the following: 7.21 Printing of meeting Agenda by DY for \$74.89.</p> <p><b>7.3</b> Unfinished Business: 7.31 Follow-up with Graeme Green (Past Vice-Chair) to recover \$130 being cost for dinner on January 22, 2020.</p> <p><b>7.4</b> Tranche 1 and Tranche 2 applications were submitted.</p> <p><b>7.5</b> Year 2020 Budget of amount C\$ 12,000.00 is approved.</p> <p><b>7.6 New Additions.</b> Artificial Intelligence Seminar account to IET-UK was approved by sub-committee. Unexpended amount of C\$687.56 has yet to be refunded and IET-UK banking information has been received.</p> <p><b>7.7</b> Alan Kay's (AK) account closure. Committee directed that an email be written to AK's daughter requesting that she examine AK's account to determine whether he has monies owed by CEP. She replied that AK's paperwork had been sorted and shredded and there is no need to reimburse any expenses owed to him. Assuming that he didn't owe anything to CEP, she would consider this a done deal. See <b>ENCL:D</b> for correspondence relating to above. Recommend that AK/SEP account be closed.</p>	<p><b>ZK</b></p> <p><b>ZK</b></p> <p><b>DY</b></p> <p><b>ZK</b></p>
8	<p><b>Newsletter</b></p> <p>8.1 Vol 2 editing is progressing well and should be finished soon. Editor hopes that this job will be taken over by someone soon. AW has volunteered to be the Editor fir the next volume and more.</p>	<p><b>GDR/AW</b></p>
9	<p><b>Website</b></p> <p>9.1 Normal maintenance and updating is ongoing.</p>	<p><b>GDR</b></p>
10	<p><b>New Business</b></p> <p>10.1 SV has presented two webinars on COVIG-19 to IET India and has been invited to give another presentation to IET Trinidad and Tobago. These presentations were given after attempts were made to obtain approval from the Committee in advance (of these events), when he intended them to take place under the stewardship/banner of CEP.</p> <p>10.2 International Essay Contest is from UNESCO for young people. See <b>ENCL:E</b>. CEP supported the event in principle, subject to being informed of the roll-out details in a proposal which he will present in the next Committee Meeting.</p>	<p><b>SV</b></p> <p><b>SV</b></p>



Item	Description	Action by
11	<b>Next meeting and presentation</b> scheduled on Wednesday, June 17, 2020 . 11.1 The video-conferencing platform MS TEAMS will be used.	
12	<b>Adjournment</b> <b>12.1</b> The meeting was adjournment on 6:42 pm. Proposed by DW, seconded by MWK, <b>Moved and Carried.</b>	