

**ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM
ANNUAL GENERAL MEETING
MINUTES**

**SEPTEMBER 27, 2011
KAMLOOPS CONVENTION CENTRE, KAMLOOPS BC**

Board Members Present: Mike Gosselin – President
Pat Miller – Vice President
Brian Thorburn - Treasurer
Steve Benoit – Director
Darryl Bjorgaard – Director

Chris Brown – Director
Shawn Sanders - Director
Bob Smith - Director
Bill Hyslop – Executive Director

Operators: 31 Operators present

1. The meeting was called to order at 11:41 AM **Action**
2. Adoption of the agenda for the 2011 Annual General Meeting
Moved:Ieraci/Connor: That the agenda for the 2011 AGM be adopted as presented. **Carried**

3. Adoption of the minutes of the 2010 Annual General Meeting
The minutes of the last AGM were not adopted as a copy was not provided. EOCP will send a copy to any Operator that requests it. The minutes will be posted on the EOCP website. Operator Colby Richmond suggested the minutes of the most recent AGM always be on the website for viewing.

4. President’s Report

Mike Gosselin began by introducing the Board members present at the AGM. 2011 has been a very busy year and the EOCP has met most of it’s goals. One of those goals was for the EOCP to become even more transparent. The EOCP exam schedule can now be viewed on the EOCP website at www.eocp.org. We have held over 100 exam sessions in 2011, that is more than all the other provinces combined. There have been advancements in our online data. Operators can now search operators and facilities, view their CEUs and generate CEU reports for themselves. Colby Richmond said he is pleased with the speed that CEUs have been posted.

5. Treasurer’s Report

Brian indicated that 2010 was a better year than expected, due to grants increase in operator dues & reduced expenditures. EOCP ended up in the black by \$68,000. We currently have over \$600,000 in the bank, and will put about half into a secure GIC to gain interest on our reserves. Brian presented graphs to illustrate revenue & expenses. Total projected income is less than projected 2011 expenses. The EOCP is currently on track, and ahead of the game for the first 6 months of the year although that could change. We expect to end up very close to what was projected at this time last year. Operator question: What is “Other expenses”? Brian advised that it includes conferences, bank charges, projects, insurance, office supplies. Everything not labelled into a specific category as the approximately other 20 items were. The 2011 year to date is to mid July. The 2012 budget has been separated into basic program income and expenses and special projects to track cash flow better. EOCP is more financially sound, and now better able to show it.

6. Election Results for the Board of Directors for 2011.

Approximately half of the 9 member Board is up for election every year, and this year 4 positions were to be filled. Shawn Sanders, Consultant; Steve Benoit, Education Liaison; Mike Gosselin, and Brian Thorburn, Operators, agreed to stand for nomination again. All four members were re-elected by acclamation. The 2012 election will be 90 days prior to the next AGM, at which time five positions will be vacant.

7. Vic Terry Award Recipient

Don Gare from Sechelt Water Services received the Vic Terry award at the BCWWA conference. He was humble & happy to receive it.

8. Training Registry Project

The President advised that most Operators have now heard of the Training Registry. It is up and running with success. Operators are able to look for training in their area. It has opened the door for Operators who have knowledge to share in a subject, and provides the opportunity to develop a course and help their co-workers receive CEUs for the training provided close to home. The Operator who develops their own training course gets double CEUs the first time he/she delivers the course. It must be a minimum of 3 hours in length. The instructions on how to do this are easy to follow in the Training Registry. The courses in the Training Registry can be sorted by region, instructor or provider or by the type of course. The EOCP provides a portal with access to Instructors and Training Providers.

9. Operators / Facility Report

There are 2,915 Operators whose dues and CEUs have been met. There are approximately 1,100 whose dues and/or CEUs are delinquent. The EOCP tries to work with these operators to help them meet their requirements. There are 1,425 operators who have multiple certificates. There are 2,605 facilities classified.

10. New Business – Online Operator & Facility applications

The online applications will help streamline the application process. The Operator certification applications should be available by November 2011. The facility classification applications should be available in December 2011. The point value for facility classifications are now available so the applicant should have an idea of the classification level when the form is submitted.

Query from an Operator. Will the EOCP develop a resource centre online?

Answer: There is a help system available that is in its infancy. It will be up and running, but requires many more Operators to participate if it is to be truly effective.

Query from an Operator. How can we find courses or certified trainers in our area?

Answer: Recognized instructors and their courses can be searched on the EOCP Training Registry. The courses the trainers provide are listed with topics and objectives for each course. There is a direct link to the instructor through their email address. We did months of beta testing on the Training Registry, we are always looking for input and Operators can email the EOCP office eocp@eocp.org with their suggestions.

Mike Gosselin advised that we foresee more courses worth 2.4 CEUs that will help Operators with multiple certificates meet their CEU requirements. The EOCP doesn't specify what courses the trainers put on. We can convey interests & provide feedback to trainers.

Query from a Operator. How is DRC assigned? There are Operators in facilities who are getting CEUs when they are only working in one area of a plant or system.

Answer: There is a Board committee looking into this issue as we have had many queries. Shawn Sanders advised that the Board's to do lists are based on Operator feedback. He asked that any questions or concerns an Operator may have be emailed to the EOCP office so that they can be addressed at the EOCP Board meetings.

11. The meeting was adjourned at 12:09 PM.

Certified Correct

Chris Brown, Secretary