



**Environmental Operators Certification Program Board Meeting**

**June 23, 2016 Electronic Meeting – GoTo Meetings**

**Current EOCP Board of Directors:**

**Mike Gosselin, President**

**Rob Fleming**

**John Kalinczuk (regrets)**

**Shawn Sanders, Vice President**

**Bob Smith**

**Pat Miller, Treasurer**

**Brian Thorburn**

**Chris Brown – Secretary**

**Darryl Bjorgaard (regrets)**

1. Quorum of 19 certified Operators is required. There were 42 certified Operators in attendance.

<b>Presenter / Motion</b>	<b>Second</b>	<b>Motion / Subject</b>	<b>Discussion</b>	<b>Decision / Action</b>
2. Mike Gosselin		The meeting was called to order at 11:05 AM.		
3. Mike Gosselin		Welcome & Introductions	Welcomed Operators to the third electronic AGM.	
4. Mike Gosselin	Chris Brown	<b>To adopt the agenda for the 2016 AGM</b>		<b>All in favour Motion Carried</b>



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5. Mike Gosselin	Shawn Sanders	<b>To adopt the Minutes of the 2015 AGM as presented</b>		<b>All in favour Motion Carried</b>
6. Kalpna Solanki		Executive Directors Report	<ul style="list-style-type: none"> <li>*EOCP is celebrating 50 years with a brand refresh</li> <li>*Technology Upgrade is underway, which will make the database more cost effective, efficient &amp; user friendly</li> <li>*Increased work on stakeholder relations, including MoH &amp; MoE as they are involved with the regulations that cover some of the work of EOCP Operators.</li> <li>*Partnering with BCWWA on Water Sector Workforce Strategy. We will look at ways to address the workforce shortage.</li> <li>*EOCP will participate in a career fair in December to promote the water &amp; wastewater field.</li> <li>*Improving financial sustainability of EOCP</li> </ul>	



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7. Pat Miller		Presentation of the 2015 audited financial statements	<p>*Increase in revenue &amp; allocated some grant money to technology upgrades.</p> <p>*expenditures show potential uncollectable Operator &amp; facility fees, as well as legal fees for government required reviews, such as constitutional changes. Professional fees include contractors working on DRC changes, and facility classification project.</p> <p>*\$600,000 in term deposits &amp; \$300,000 in cash deposits which will cover IT upgrades.</p> <p>*EOCP is still in a positive financial position going forward.</p>	
<b>Pat Miller</b>	<b>Rob Fleming</b>		<b>To accept the 2015 audited financial statements as presented</b>	<b>All in favour Motion Carried</b>
8. Pat Miller	Brian Thorburn	To use Kemp, Harvey, Hamilton Inc. as the accounting firm for the 2016 audit.		<b>All in favour Motion Carried</b>



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9. Kalpna Solanki		Presentation of the 2015 Annual Report	<ul style="list-style-type: none"> <li>*Increase in web based exams, instantaneous exam results.</li> <li>*Worked with Columbia Basin Trust to promote Peer to Peer (P2P) training. Working with training providers for third party support, to help make P2P training efficient &amp; effective.</li> <li>*Worked with MoH in regards to redefining Water Treatment in regards to facility classification and operator certification.</li> <li>*Changes to DRC which will allow more Operators to earn DRC at the same time.</li> <li>*There has been an increase in the number of exams written, the number of CEUs submitted / entered, and the number of facilities classified / updated.</li> </ul>	
10. Kalpna Solanki		Special Resolution to accept the new constitution and bylaws	<ul style="list-style-type: none"> <li>*BC Societies act required changes.</li> <li>*Constitution had not been reviewed since 2009. It was updated in house, included best practices</li> <li>*Legal review &amp; feedback provided on how to structure the constitution and bylaws. Everything is in compliance with the Societies Act.</li> <li>*Areas of change – Section 3 purpose of</li> </ul>	

