

Environmental Operators Certification Program

Annual General Meeting

22 June 2017



EOCP

Environmental Operators
Certification Program

ANNUAL GENERAL MEETING AGENDA

Date: Thursday, 22 June 2017

Time: 11:00 am

Confirm Quorum

1. Call to Order
2. Welcome and Introductions
3. Approval of the Agenda for the 2017 AGM
4. Approval of the Minutes from the 2016 AGM
5. Chief Executive Officer's Report
6. Presentation of the 2016 Audited Financial Statements
7. Appointment of Auditors for 2017
8. Presentation of Annual Report
9. Appointment of New Directors
10. Adjournment



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Executive Director's Report

Kalpna Solanski, BSc, MBA, CPHI(C)

Fifty Years and Beyond...Moving Forward



1. Biggest project undertaken by the EOCP, the IT upgrade, will go live on 5 July 2017
2. New Facility Classification models are ready to be rolled out in September 2017
3. Water Workforce Strategies project embarking on the next phase
4. The Competency Framework, Phase I, is complete
5. Significant increase in the number of Operators in Good Standing
6. Surveys of membership have had great response rate



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ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM SOCIETY**Statement of Revenues and Expenditures****Year Ended December 31, 2016**

	2016	2015
RECEIPTS		
Member dues	\$ 365,086	\$ 299,793
Services	449,468	218,058
Investment income, Grants, dividends and other	159,877	254,058
	974,431	771,909
DIRECT COSTS	26,380	41,923
GROSS PROFIT (97%; 2015 - 95%)	948,051	729,986
EXPENSES		
Advertising and promotion	11,663	1,318
Amortization	13,010	-
Bad debts	5,247	22,500
Exams, taxes, licenses and memberships	102,297	55,412
Conference expenses	2,596	1,099
Delivery, freight and express	12,074	8,477
Equipment rentals	4,044	3,185
Insurance	2,728	2,876
Interest and bank charges	255	-
Legal fees	-	5,225
Meals and entertainment	2,299	481
Meetings and travel	42,522	49,709
Miscellaneous	979	2,525
Office and computer supplies	44,313	20,072
Personnel costs	275,432	252,320
Professional growth	1,207	7,765
Professional services	53,892	154,941
Utilities	4,099	4,000
Occupancy costs	61,302	27,210
Repairs and maintenance	3,879	2,993
Sub-contracts	55,196	12,563
Supplies	408	-
	699,442	634,671
EXCESS OF RECEIPTS OVER EXPENSES FROM OPERATIONS	248,609	95,315
OTHER INCOME (EXPENSES)		
Foreign exchange gain/loss unrealized	(6)	(1,883)
EXCESS OF RECEIPTS OVER EXPENSES	\$ 248,603	\$ 93,432

**EOCP**Environmental Operators
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Executive Director's Report

Kalpna Solanski, BSc, MBA, CPHU(C)

Key Highlights



1. Revenues are up and expenses are down
2. We have used deferred revenue for financing the IT upgrade
3. Cost savings being realized due to CEO and staff managing several projects
4. We are working to make the EOCP as financially sustainable as possible



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Executive Director's Report

Kalpna Solanski, BSc, MBA, PMP, CPHO

Key Highlights



1. We are doing some ground-breaking work
2. The EOCP is financially stable
3. We anticipate major advances once the new IT system goes live
4. The number of facilities classified, and the number of Operators writing Certification exams has gone up

Announcement: our CEO, Kalpna Solanki, is now the Chair of the Canadian Water and Wastewater Operators Certification Committee



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New Directors



Jeff Culhane
Intermediate Water Systems Operator
Township of Langley



Mike Firlotte
Drainage Manager
City of Abbotsford



Jim McQuarrie
Superintendent - Lulu Island Wastewater Treatment Plant
Metro Vancouver



Parrish Miller
Foreman, Works and Services Crew
Regional District of Kitimat-Stikine



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Thank You!



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