



**Environmental Operators Certification Program Annual General Meeting
21 June 2018 Electronic Meeting – GoTo Meeting**

Current EOCB Board of Directors in attendance:

Peter Coxon	Rob Fleming, Board Chair
Jeff Culhane	Jim McQuarrie
Brian Dean, Chair Elect	Pat Miller (regrets)
Krista Derrickson	Maurice Valcourt (regrets)
Mike Firlotte, Treasurer	

Quorum Confirmed. Quorum of 19 certified Operators is required, there were 23 certified Operators in attendance.

Presenter / Motion	Second	Motion / Subject	Discussion	Decision / Action
1. Rob Fleming		The meeting was called to order at 11:03 AM.		
2. Rob Fleming		Welcome & Introductions	Welcomed Operators to the 2018 electronic AGM. Introduced Board members and EOCB staff.	
3. Krista Derrickson	John McAuley	To adopt the agenda for the 2018 AGM as presented.		All in favour Motion Carried
4. Jim McQuarrie	Mike Firlotte	To adopt the Minutes of the 2017 AGM as Presented.		All in favour Motion Carried
5. Kalpna Solanki		Chief Executive Officer’s Report	It is a time to reflect of who EOCB is and what we do. EOCB is 52 years old, and	



EOCP

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5. Kalpna Solanki		Chief Executive Officer's Report	<p>has been instrumental in advocating for facility classification and Operator certification. Wastewater Treatment classification and certification became mandatory in 1993, and water certification became mandatory in 2001.</p> <p>There has been a great deal of change in the last two years to enable the EOCP to better meet member needs. We have continued to grow and work with stakeholders, to ensure the needs of Operators and employers are met, while continuing to work diligently in the public interest to protect health in BC and Yukon.</p>	
6. Mike Firlotte		Presentation of the 2017 Audited Financial Statements	<p>Membership dues shows a drop from 2016. This occurred when 2017 dues paid in 2016 were included with the 2016 dues. A journal entry has been done to correct this.</p> <p>There will be less funds drawn from deferred revenue as phase one of the EOCP database (CRM) has been completed.</p> <p>The compliance project was completed in 2017.</p>	



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6. Mike Firlotte Rob Fleming	 John McAuley	Presentation of the 2017 Audited Financial Statements To accept the 2017 audited financial statements as presented.	EOCP is in the black and has always been prudent with financial management. We work hard to keep EOCP sustainable.	 All in favour
7. Rob Fleming Jim McQuarrie	 Rob Fleming	Appointment of Auditors for 2018 To use the existing auditors, Kemp Harvey, as auditors for 2018		 All in favour
8. Rob Fleming		Presentation of the Annual Report	EOCP held 188 exam sessions in 2017, more than any other province in Canada. Operators wrote more web-based exams in 2017 than paper exams and the numbers continue to increase. Our new facility classification model is best of class in North America and other jurisdictions are looking at adopting our model. The Competency Framework project was completed in 2017.	



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8. Rob Fleming		Presentation of the Annual Report	<p>The workforce strategy project was started in 2015, and phase two of the project is expected to be completed by the end of 2019.</p> <p>Phase one of the EOCP CRM has been completed and phase two has begun.</p> <p>EOCP has been working closely with the ministries regarding Operator compliance.</p> <p>EOCP's first biennial conference will be a sold-out event. Be sure to register!</p> <p>The annual report will be online after the meeting.</p> <p>Please provide feedback on the AGM.</p>	
9. Rob Fleming Jim McQuarrie	 Peter Coxon	Appointment of New Directors To appoint the three Directors to the EOCP Board	<p>Rob Fleming and Krista Derrickson ran again for their respective positions and were re-elected for three-year terms. Allison O'Neill was elected to the Board for a three-year term as our education representative.</p>	All in favour



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9. Rob Fleming Kalpna Solanki		Appointment of New Directors	Thanks to Pat Miller who did not run for re-election. She was on the EOCP Board for 14 years. She has done a lot for EOCP and the industry in general. Thank you to those of you who ran for the Board, we are thrilled to work with our newly appointed Directors.	
10. Kalpna Solanki		Questions	Why is high school a requirement to write exams? High School is a requirement for OIT, and Level I – IV exams. We are following best practices of the cross-Canada committee. We can follow up by phone or email if more information is required.	
11. Rob Fleming Allison O'Neill	 Krista Derrickson	Adjournment The meeting was adjourned at 11:23 AM.		All in favour