

Transportation Association of Canada
Education and Human Resources Development Council

Meeting Minutes

Date: April 18th, 2015

Location: Cartier III Salon, Lower Level, Marriott Hotel, Ottawa, ON

Chair: *Cindy Lucas* (Chair), Ministry of Transportation, Ontario

Members Present: *Carl Clayton*, Stantec Consulting Ltd.
Darlene Cleven, Allan Widger Consulting Corporation
Lynne Cowe Falls, University of Calgary
Heather Crewe, Ontario Good Roads Association
Keith Foster, LVM
Jean-François Gysel, SNC Lavalin Inc.
Ralph Haas, University of Waterloo
Adam Hayashi, Cement Association of Canada
David Hein, Applied Research Associates Inc.
Bill Kenny, Alberta Transportation
Ana Lopez, (Vice Chair) Translink
Don McKibbin, Manitoba Infrastructure and Transportation
Harmony McKinney-Bumstead, Manitoba Infrastructure and Transportation

Regrets: *Iham Benyahia*, TRENDS (ITS Canada)
Alla Dinerman, MMM Group Limited
Diane Leroux, Ministère des Transports du Québec
Rosann Semchuk, Saskatchewan Highways and Infrastructure
Debra Somani, Alberta Transportation
Krysta Groenewegen van der Weiden, British Columbia Ministry of Transportation & Infrastructure
Lisa Wykes, Yukon Department of Highways & Public Works

Also Present: *Walter Burdz*, Manitoba Infrastructure and Transportation
Glenn Cole, Transportation Association of Canada
Christine DeGrandpre, Transportation Association of Canada
Luay Mustafa, Transportation Association of Canada
Jeannette Montufar, University of Manitoba
Jonathan Regehr, University of Manitoba
Sarah Wells, Transportation Association of Canada

1) Introductions

Ms. Lucas called the meeting to order and welcomed participants.

Council members welcomed Ms. DeGrandpre and invited her to provide a brief description about her role at the TAC Secretariat. Ms. DeGrandpre thanked council members for this opportunity. She highlighted her role in coordinating webinars at TAC.

2) Adoption of the Agenda

Ms. Lucas drew attention to the draft meeting agenda and invited additions or corrections; none were offered. **It was agreed** to adopt the meeting agenda as circulated.

3) Meeting Minutes

Ms. Lucas drew attention to the draft meeting minutes, which had been circulated in advance. She invited corrections and/or addition; none were offered.

a. January 13th, 2015

It was agreed by all to approve the draft meeting minutes.

4) Council Discussion on Change Management

Ms. Lucas delivered the attached presentation.

Attachment #1

5) Council Discussion on Developing a TAC Leadership Program

Ms. Lucas highlighted that council members are looking at opportunities for growing leadership skills for TAC members. She noted that the upcoming session about Growing Leadership Skills that is currently being organized by council members as part of the TAC 2015 Fall Conference will be a great platform for gathering information about how to accomplish this. Ms. Lucas invited Dr. Cowe Falls to talk about council preparations for the session.

Dr. Cowe Falls highlighted that the session will be an interactive session where selected speakers share practices about developing leadership skills. She further highlighted that the working group will develop a list of questions and will provide it to the speakers. She also highlighted that the intent is to take ideas from the session and to build on those ideas.

Action: Working Group

Dr. Cowe Falls indicated that the working group is currently looking at speaker candidates. She noted that the intention is to recruit four panelists. She invited suggestions from council

members. Dr. Haas offered to provide a name for a university professor to the working group to consider as a candidate speaker.

Action: Haas

Dr. Cowe Falls highlighted that the session will target young professionals and will focus on transportation leadership.

6) Road Safety Professional Subcommittee

Mr. Regehr introduced himself to council members and delivered the attached presentation.

Attachment #3

Mr. Regehr highlighted that the purpose of the plan is to identify and clarify issues in the development of a future road safety professional designation in Canada.

Mr. Burdz added that the intention is to gather information on how to improve education in the area of road safety.

7) Lunch

8) Council Discussion on Hard to Fill Positions / rise in benefit cost

Ms. Lopez delivered the attached presentation.

Attachment #2

Ms. Lopez highlighted challenges such as sustaining talent and recruiting for hard to fill positions.

Mr. Hayashi added that it is challenging to attract people to certain programs.

It was agreed by all to discuss recruitment challenges further at the council meeting in the fall.

Action: Secretary

9) Council Discussion on The Future of Transportation Education

Dr. Gysel highlighted that the transportation field is rapidly changing. He questioned whether there is interest from the younger generation in the field. He enquired about what educational institutes are doing to address that rapid change and to attract students to the field.

Dr. Cowe Falls indicated that the course curriculum depends on staff expertise. She also noted that universities have advisory committees that seek the advice of educators, employers and practitioners from the field and advise the University on the course of studies for a certain program.

Council members suggested including a roundtable discussion about transportation education at universities at the council meeting in the fall. Council members noted that the intent of the discussion to highlight the gaps and to discuss how to fill those gaps.

Action: Secretary

Council members discussed whether it would be beneficial to survey educational institutes. It was agreed to explore this opportunity pending the outcome of the roundtable discussion.

10) Discussion on Updating the EHRDC Terms of Reference

Ms. Lucas suggested reviewing the terms of reference. She highlighted that some of the objectives outlined in the current version need to be updated.

Dr. Cowe Falls suggested waiting for TAC's new business plan and updating the terms of reference according to the TAC's vision in the plan.

Mr. McKibbin highlighted the need to discuss if public awareness is still a council objective. He also suggested discussing the relationship with the TAC Foundation.

It was agreed by all to review the terms of reference in preparation for the council meeting in the fall.

Action: All Council Members

11) Discussion on Outcome of the EHRDC Sessions/Workshops Conveyed at the 2014 TAC Annual Conference

Ms. Lucas highlighted that the ethics session was very well received. She asked council members if there is a need to continue the discussion about ethics challenges. She also asked if there is an opportunity to do more.

Mr. Clayton noted that it is an important subject and would attract interest even if council members were to repeat the exact same session.

Council members agreed to continue discussions on ethics challenges. It was suggested to discuss the opportunity of organizing an ethics session for the 2016 TAC Conference at the council meeting in the fall.

Action: Secretary

12) Activities in support of 2014 Conference

a. Educational Achievement Award

Mr. Hein highlighted that this year the panel reverted to the two stage review process. He indicated that three nominations were made for the 2015 TAC Educational Achievement Award. He also indicated that the review panel commended all the nominations. He further

indicated that the submission from Metrolinx best met the evaluation criteria. And therefore the recommends that the award by conferred upon Metrolinx.

Ms. Lucas invited comments or objections; none were offered.

It was agreed by all to approve the panel recommendation. **It was also agreed** to bring the recommendation forth to the TAC Board of Directors for endorsement.

Action: Secretary

b. Growing Leadership Skills

This item was discussed in line with discussions on item five on the agenda.

c. New Professionals Event

Dr. Cowe Falls indicated that the targeted groups are people that have been for ten years or less and university or college students.

Council members discussed their role at the event. **It was agreed** that Ms. Lucas, Ms. Lopez, or Ms. Cleven would provide the presentation about the Education and Human Resources Council at the TAC 101 session.

Action: Cleven, Lopez, Lucas

d. Student Conference Event

Ms. Crewe indicated that she reached out to high schools that are located within the vicinity of the 2015 TAC Conference venue to determine if there is interest from these high schools in sending their students to participate in the student day event. She highlighted that the speakers will talk about different aspects of transportation with one speaker to talk about road safety which is the theme for the conference.

Ms. McKinney-Bumstead volunteered to assist Ms. Crewe in organizing the event.

Action: McKinney-Bumstead

Ms. Crewe invited council members to bring giveaways such as promotional pens, gifts, etc. to give to the students who participate in the event.

Action: All Council Members

e. Student Outreach

Ms. Cleven indicated that the TAC Conference Team with the support of the Local Organizing Committee has made an effort to encourage university students to participate in the conference by mailing flayers to the universities that are within the vicinity of the conference venue.

It was agreed to send further communication to the engineering programs at the universities. **It was further agreed** that the letter would be drafted by council members. **It was also agreed** that Ms. Cleven would put together the initial draft.

Action: Cleven

13) Executive Director's Report

Ms. Wells introduced herself in the role of TACs new Executive Director. She provided highlights of the report that had been circulated in advance.

14) Team Canada Alliance for Transportation Teaching (TCATT)

Dr. Haas provided highlights from the attached document.

Attachment # 4

Dr. Haas invited council members to review the initiative to determine if there is interest from council supporting the initiative. Dr. Gysel volunteered to explore the initiative.

It was agreed by all to discuss the TCATT initiative at the council meeting in the fall.

Action: Secretary

15) Climate Change Task Force Update (CCTF)

Ms. Crewe provided the attached update presentation about the Task Force work to date.

Attachment # 5

16) Next Meeting

It was agreed by all that the next teleconference meeting will take Place in early June. It was further agreed that Mr. Mustafa will solicit council members for the date and time of the call.

Action: Secretary

17) Other Business

Ms. Lucas highlighted that the current council membership lacks representation from the eastern provinces. She enquired about the process or recruiting representatives from provinces that are absent from the current membership. Mr. Mustafa indicated that he will investigate this and report back to council at the next teleconference meeting.

Action: Secretary

There being no other business, the meeting was adjourned.

18) Adjournment

Prepared by:
Distributed on:

Luay Mustafa
June 10th, 2015