

**REPORT TO ASTTBC COUNCIL
September 30, 2021**

1. **SUBJECT:** CEO Report for September 2021 Council Meeting
2. **PURPOSE:**
To provide Council with a summary of ASTTBC's activities for the period of April 16 – August 31, 2021.
3. **DISCUSSION:**
This report will provide a summary of key activities that took place in the past two months since the last report

Goal 1: Professional Legislation & Regulation

- Completed our first of four familiarization surveys with the OSPG which included a submission of 14 pages in response to their questions and roughly 18 additional support documents. There was a two-hour interview and then we received a favorable letter in follow up in late August with some comments for future improvement when we finalize our Regulatory Information System.
- We have begun to prepare for our second familiarization survey submission due in early October.
- We responded to a request for information from the OSPG regarding our Home Inspector specialist group including our policies and all discipline cases going back to 2012. This was an extensive package of information submitted on July 29, 2021. The OSPG will be reviewing a request from another ministry to consider when home inspectors should come under the Professional Governance Act.
- We await an update on the appointment of the new Superintendent as Mr. Craven has accepted the position of Associate Deputy Minister earlier in 2021.
- We met with the OSPG and the College of Applied Biologists and the BC Institute of Agrologists to discuss their respective reserved practice definitions. Meetings took place in June, July and August.
- A discussion has taken place in early September as to how ASTTBC and the BC Institute of Agrologists handle overlap in their practices.

Goal 2: Qualified Professionals

- Meeting with the Superintendent and EGBC to begin outline discussions about reserved practice. We await meeting minutes from the OSPG and potential follow up discussions.
- Meetings with Stakeholders
 - Met with the Canadian Armed Forces to discuss fall meetings to increase awareness of ASTTBC.

Goal 4: Registrant Services

- Indigenous Reconciliation Continuing Professional Development
 - All staff have completed this. A requirement for all regulatory bodies is to make mandatory CPD in this area which ASTTBC has done.
 - To date 1,380 people have registered for the courses that we are offering with our partner Indigenous Awareness Canada.
 - As mentioned in May, we hosted three sessions on inclusion and diversity through our AWET program where we looked at misconceptions, the inclusive workplace and allyship.
- Diversity and Inclusion: ensuring access for all registrants - *Advancing women as technology professionals*
- The ASTTBC project titled Advancing Women in Engineering and Technology (AWET) was completed in May. A final report and research report is being reviewed by government for release later this fall.
- Website Refresh
 - As mentioned at the last meeting we have undertaken a complete refresh of the website which was launched the first week of September.
 - We are limited by the technology; thus any major redesigns will require new technology.
 - The site is now aligned with our work under the Professional Governance Act. New documents will be added over time and the site will be enhanced with additional information once we are able to fully implement our new information management system.
 - We have incorporated additional accessibility features to assist those visitors with different abilities to be able to enjoy the site including:
 - Allowing screen readers to read information about images out loud to users who are blind or and visually impaired.
 - Making texts larger helps guide the eye around the page. Using headings and making them visually apparent is especially helpful for users with cognitive disabilities.
 - No auto-playing media, when videos and flash animations automatically start on a website it can be frustrating for users with cognitive impairments when reading the content, they're interested in.
 - Providing clear typography is needed for those people who are visually impaired.
 - Labeling form fields consistently on the same side of the input field, explicitly telling the user which bits of information are required.
 - Good color contrast where the text to background is of high contrast.

- Various keyboard accessible links where the users are able utilize the Tab key to navigate to desired links and pressing the Enter key to activate the link. Many users with motor disabilities rely on a keyboard.

Goal 5: Governance

- Education for Councillors
 - An expert in governance has been engaged to provide governance training for ASTTBC Councillors for 2021 and 2022. Councillors voted on the topics and these have been booked in order of priority by Council.
- Succession Planning
 - A succession plan has been created and reviewed in early September for presentation and acceptance by Council. This was in follow up from a request from Council to have an expanded plan in place.
- 2022 AGM & Conference Planning
 - A contract was finalized in late May with the Penticton Lakeside Hotel with ASTTBC and BC Institute of Agrologists.
 - Conference planning has begun with the Agrologists this September.
- Regulatory Information System
 - A contract was negotiated with a vendor and a review of the discovery work performed in 2020 and 2021 to finalize the scope of work for this phase of the project. This is a planned multi-phase project.
 - Future requirements of data that may be needed by the organization and/or BC Government are also being discussed.

4. RECOMMENDATION:

That the ASTTBC CEO report be received by Council for information.

Prepared by: Theresa McCurry, Chief Executive Officer

Submitted: September 10, 2021