

CENTRAL ALBERTA BRANCH

2004 - 2005

BUSINESS PLAN

As Approved by Branch Executive:
June 1, 2004

Submitted by:
Andrew Poole, P. Eng.,
Chair, Central Alberta Branch

1) Executive Summary

Membership in Central Alberta Branch continues to grow in accordance with expansion of the local economy. There are now approximately 750 members in the Branch. The Branch Executive ranks have also grown; there are now 16 executive members.

It is always a challenge to increase participation in Branch events. In the past year regular Branch activities have been augmented with two additional offerings on the monthly calendar i.e. Lunchtime Forum & New Members' Network. This has allowed different members of the Branch to join in Branch activities. As well, comments and suggestions for improvement have been solicited from members through a feedback survey distributed at Branch events.

In February 2004, APEGGA Executive Committee requested that the Branch Chairs encourage policy discussions at the Branch level. To facilitate these discussions a regular policy agenda item has been added to Branch Executive meetings. Executive members have also been asked to be more proactive in soliciting opinions and more attentive to the policy issues coming from members.

Another challenge facing the Branch is to provide events and activities for those Branch members not residing or working in the Red Deer area. While the vast majority of Branch members are concentrated in or around Red Deer there are many members who reside in other towns and cities or rural areas of Central Alberta. The Branch will ensure that these members are given ample opportunities to participate in Branch events. This can be achieved simply by planning events for these locales. The contributions and perspectives of all members must be considered in the business of the Branch.

The Central Alberta Branch has planned a number of activities for the next 18 months (July 2004 – December 2005) to support each of the following goals:

1. To promote science & technology in local schools
2. To improve the public image of APEGGA and its member professions
3. To provide mentoring resources and services to M.I.T.s
4. To provide networking opportunities for members
5. To provide for professional development needs of the members
6. To provide a two way forum for communication between the membership and Council
7. To enhance the value and relevance of APEGGA to the members
8. To increase member involvement in Branch activities and issues

An ambitious undertaking by the Branch has commenced to coincide with Alberta's Centennial celebrations in 2005. This Legacy Project will provide for a significant and permanent artistic display commemorating the contributions of APEGGA members, especially those of Central Alberta, to Alberta's past century of prosperity. Funding will be solicited from APEGGA Head Office. If necessary, funding can be augmented by corporate contributions from local businesses and by voluntary donations from Branch members. It is hoped that a Gala Dinner & Dance will be held in September 2005 to celebrate the Centennial and the public unveiling of the display.

In 2004 – 2005 Central Alberta Branch will build upon past successes in order to become more effective and to provide more opportunities for member participation with increased visibility to members and the public.

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GOAL 1 - Public

Promote science & technology in local schools

ACTIVITY	LEADER	PROGRESS
<p>Student Outreach:</p> <ul style="list-style-type: none"> ➔ Visit schools throughout the Region to assist teachers with learning modules. ➔ Participate in Central Alberta Science Festival and Science Fair ➔ Promote, select, and recognize winners of the Teacher Awards Program. ➔ Participate in National Science and Technology Week, National Engineering and Geoscientists Week and Science Olympics. 	<ul style="list-style-type: none"> • Andrew Wagner, E.I.T. • Arun Mishra, P.Eng. • Kim Ng, P.Eng. • Andrew Wagner, E.I.T. • Andrew Wagner, E.I.T. • Arun Mishra, P.Eng. 	<ul style="list-style-type: none"> • continues to coordinate volunteers and work with teachers in this area. • Will continue to support Central Alberta Science Fair with funding and by supplying judges. • Winner, Mr. Randy Roth, selected from Forestburg School, Forestburg. Presentation made at School by local Branch member and featured in PEGG. • NEGW 2004 proclaimed by Mayor of Red Deer • Student night held at Red Deer College as part of NEGW • Plan to support Science Olympics as part of APEGGA province wide initiative

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GOAL 2 - Public <i>Improve the public image of APEGGA and its member professions</i>		
ACTIVITY	LEADER	PROGRESS
APEGGA Involvement with the Central Alberta / Red Deer Community, Chamber of Commerce, Committees	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. • Arun Mishra, P.Eng. 	<ul style="list-style-type: none"> • Continue to liaise with Chamber of Commerce
Volunteer work with non-profit organizations	<ul style="list-style-type: none"> • Branch Executive 	<ul style="list-style-type: none"> • Many members of the Branch contribute time and effort to numerous organizations and causes. • Central Alberta Science Network • Red Deer River Clean-Up
Member Induction & Life Member Ceremony	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> • 5 new professional members were inducted and one Life member was recognized at the AGM
Voluntary Service Awards	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> • Award presented to two members.
APEGGA President's Visit and Central Alberta Branch AGM	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. • Robert Perrault, P.Eng. • Peter Stevens, P.Eng. 	<ul style="list-style-type: none"> • President's Visit/AGM in February 2004 attended by 50 people. Mike Smyth, P.Eng., President, spoke on issues facing APEGGA. • Neil Windsor, P.Eng., Executive Director and Linda Van Gastel P.Eng., President-Elect were also in attendance. • Next President's Visit/AGM scheduled for February, 2005.
APEGGA Summit Awards	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> • Ensure Branch is represented at Awards Gala.
Central Alberta Branch 2005 Centennial Legacy Project	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. • Andrew Wagner, E.I.T. • Kathryn Cramer, P.Eng. • Wade Keller, E.I.T. • Niki Phillips, E.I.T. 	<ul style="list-style-type: none"> • Legacy Project task group formed. • Project criteria developed. • Project Charter prepared for artistic installation/monument for 48th St. Promenade in Red Deer. • Fact finding mission completed. • Relations established with City of Red Deer. • Will engage Red Deer College for technical services and artistic guidance.

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GOAL 3 - Members

Provide mentoring resources and services to M.I.T.s

ACTIVITY	LEADER	PROGRESS
Support APEGGA Mentoring Program for M.I.T.s	<ul style="list-style-type: none"> • Niki Phillips, E.I.T. 	<ul style="list-style-type: none"> • Schedule an information session in Red Deer for mentor & protégé candidates. This will tie into the objectives of the New Members' Network.
New Members' Network.	<ul style="list-style-type: none"> • Niki Phillips, E.I.T. • Bev Oginski, E.I.T. 	<ul style="list-style-type: none"> • Numerous social events were held

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GOAL 4 - Members

Provide networking opportunities for members

ACTIVITY	2 LEADER	PROGRESS
Red Deer College Student Night	<ul style="list-style-type: none"> Arun Mishra, P.Eng. 	<ul style="list-style-type: none"> Very successful event in March, 2004 to coincide with NEGW. Students, new members and longtime members participated in the networking opportunities Next Student Night tentatively scheduled for March, 2005.
Organize tours, dinners, etc.	<ul style="list-style-type: none"> Branch Executive 	<ul style="list-style-type: none"> (see summary, p. 10)
APEGGA/ASET golf tourney	<ul style="list-style-type: none"> Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> 3rd annual golf classic booked for September 19, 2004 at RiverBend Golf Course..
Joint Events with ASET	<ul style="list-style-type: none"> Branch Executive 	<ul style="list-style-type: none"> Possible joint "Town Hall" in Fall 2004. Local ASET Chapter Chair was invited to attend APEGGA's President Visit. ASET members will be invited to select events.
Lunchtime Forums	<ul style="list-style-type: none"> Peter Stevens 	<ul style="list-style-type: none"> Monthly sessions have been bringing in "fresh faces".
APEGGA President's Visit and Central Alberta Branch AGM	<ul style="list-style-type: none"> Andrew Poole, P.Eng. Robert Perrault, P.Eng. Peter Stevens, P.Eng. 	<ul style="list-style-type: none"> President's Visit/AGM in February 2004 attended by 50 people.

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GOAL 5 - Members

Provide for professional development needs of the members

ACTIVITY	LEADER	PROGRESS
Opportunities to provide professional development at Red Deer College	<ul style="list-style-type: none"> Arun Mishra, P.Eng. 	<ul style="list-style-type: none"> Discussions with Central Alberta Branch members and Red Deer College.
Organize tours, seminars	<ul style="list-style-type: none"> Branch Executive 	<ul style="list-style-type: none"> Responsible Members seminar arranged by Branch and presented by Director, Corporate & Member Affairs, Ross Plecash.
Lunchtime Forums	<ul style="list-style-type: none"> Peter Stevens 	<ul style="list-style-type: none"> Forums have included topics on various regulatory affairs and economic developments.
Central Alberta Branch PD Day	<ul style="list-style-type: none"> Kim Ng, P.Eng. Arun Mishra, P.Eng. 	<ul style="list-style-type: none"> 40 members attended PD Day in May, 2004. Next PD Day is scheduled for April, 2005.

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GOAL 6 - Members

Provide a two way forum for communication between the membership and Council

ACTIVITY	LEADER	PROGRESS
Branch Orientation Session	<ul style="list-style-type: none"> • New Branch Executive 	<ul style="list-style-type: none"> • Most recent session was cancelled but it is hoped that a session will be held in Fall 2004.
APEGGA Council & Branch Chairs' Meetings.	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. • Robert Perrault, P.Eng. • Peter Stevens, P.Eng. 	<ul style="list-style-type: none"> • Ensure Central Branch is represented by the Chair, Vice Chair, or Past Chair at all meetings. • Ensure two way communications between Head Office and the Central Alberta Branch Executive.
Monthly Branch Executive Meetings	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. • Robert Perrault, P.Eng. 	<ul style="list-style-type: none"> • Ten regular meetings per year. Executive meetings have consistently been well attended with very good support and enthusiasm from attendees.
President's Visit	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> • Guests and Members have all expressed their appreciation for the Branch's efforts in providing a successful event each year. • Next event scheduled for February, 2005.
Member Communications	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> • Continue to utilize e-mail for timely communication to members; augment with conventional mailings for AGM & main events. • Encourage members to update e-mail database via APEGGA website.
Central Alberta Branch Annual General Meeting & Election	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. • Peter Stevens, P.Eng. 	<ul style="list-style-type: none"> • 2004 AGM in February, 2004 was well attended. • Central Alberta Branch currently has a complete slate of executive and nine Members-at-large. • Feedback surveys are now circulated to members at all events. Will do broad circulation by e-mail in Fall 2004.

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GOAL 7 - Members		
<i>Enhance the value and relevance of APEGGA to the members</i>		
ACTIVITY	LEADER	PROGRESS
Increase Branch's public profile	<ul style="list-style-type: none"> Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> On-going promotion and coordination of Head Office presentations for members. Promote use of APEGGA website and Central Alberta Branch webpage. Seek opportunities to highlight Branch activities and accomplishments in local media. Mayors proclamation of NEGW 2004 announced in <i>Red Deer Advocate</i>.
Encourage membership input on APEGGA policy issues	<ul style="list-style-type: none"> Branch Executive 	<ul style="list-style-type: none"> Policy item added to regular executive meeting agendas. Provides an opportunity to discuss concerns brought forward by members as they arise.

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GOAL 8 - Members

Increase member involvement in Branch activities and issues

ACTIVITY	LEADER	PROGRESS
Publish Business Plan Publish Activity Reports Event announcements	<ul style="list-style-type: none"> Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> Regular Updates to Branch liaison staff, Shirley Layne, Barbara Robinson and Ross Plecash. Coordinate website content with Barb Jensen e.g. photos, Business Plan, Executive meeting minutes Provide articles to PEGG

Tours, Events

COMPLETED

- Jan/04: Lunchtime Forum: Solar powered pumps.
- Feb/04: President's visit & AGM including New Member Induction, Life Member Ceremony & Voluntary Service Awards
- Feb/04: Lunchtime Forum: Diamond exploration
- March/04: Lunchtime Forum: Geothermal heating
- March/04: RDC Engineering Student's Night
- April/04: Lunchtime Forum: RedR activities
- April/04: Responsible Members Seminar
- May/04: PD Day
- May/04: Lunchtime Forum: Innisfail Interchange
- May/04: Dickson Dam tour
- May/04: New Members' Network Jazz night
- June/04: Teachers Award presentation
- June/04: Nordegg Collieries tour
- June/04: Lunchtime Forum: AB Wetlands Policy
- August/04: Executive BBQ and planning session.
- Sept/04: APEGGA/ASET golf tourneyBranch executive

PLANNED

- Monthly Lunchtime Forums (Sept - June)
- Oct/04: Science and Tech. Week
- Oct/04: Dinner speaker
- Nov/04: APEGGA/ASET "Town Hall"
- Nov/04: Rec night