



ENGINEERS &
GEOSCIENTISTS
BRITISH COLUMBIA

POLICY

POLICY	Transparency of Engineers and Geoscientists BC Board Meetings
NUMBER OF POLICY	CO-23-30
DATE OF POLICY	February 17, 2023
APPROVED BY	The Board

1. A meeting of the Board must be open to the public, except as provided in this policy.
2. If the subject matter being considered relates to one or more of the following issues, the subject matter is to be considered only in a meeting session closed to the public:
 - a. personal information about an identifiable individual who holds or is being considered for a position as an officer, employee, contractor or agent of Engineers and Geoscientists BC or another position appointed by Engineers and Geoscientists BC;
 - b. personal information about an identifiable individual who is being considered for an award or honour
 - c. labour relations or other employee relations;
 - d. the security of the property of Engineers and Geoscientists BC;
 - e. the acquisition or disposition of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of Engineers and Geoscientists BC;
 - f. law enforcement, if the Board considers that disclosure could reasonably be expected to harm the conduct of an investigation, discipline matter, unauthorized practice or misuse of title matter or consideration of the suitability of an applicant for registration;
 - g. litigation or potential litigation affecting Engineers and Geoscientists BC;
 - h. an administrative tribunal hearing or potential administrative tribunal hearing affecting Engineers and Geoscientists BC, other than a hearing to be conducted by the Board, a delegate of the Board, or the Discipline Committee;
 - i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - j. information that, if disclosed, may harm the business interests of Engineers and Geoscientists BC or a third party;
 - k. negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of Engineers and Geoscientists BC if they were held in public;
 - l. a matter that, under another enactment, is such that the public may be excluded from the meeting;
 - m. the consideration of whether a Board meeting should be closed;
 - n. the consideration of whether the Board should allow other persons to attend at a closed meeting;
 - o. the consideration of information received and held in confidence relating to negotiations between Engineers and Geoscientists BC and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;
 - p. a matter that is being investigated under the Ombudsperson Act, an investigation or audit by the

Superintendent under the *Professional Governance Act*, a review, investigation or complaint under the *Freedom of Information and Protection of Privacy Act*, or another administrative inquiry or proceeding involving Engineers and Geoscientists BC;

- q. a matter related to the protection of any person or the public interest, which outweighs the principle that meetings should be open to the public.
3. The Board agenda is distributed one week in advance so that members of the Board can familiarize themselves with the agenda and background materials and consider additions, omissions and other changes to the agenda. Any concerns or requests should first be explored informally at the teleconference held two days prior to a Board meeting. If unresolved, the matter is forwarded to the Board Chair and CEO for a decision. If the matter remains unresolved, the matter is taken to a determinative vote at the outset of the Board meeting as to whether the item will be discussed during the open or closed session.
4. In advance of a Board meeting, the agenda packages and minutes of open Board meetings are to be posted on the Engineers and Geoscientists BC website for the information of registrants and members of the public.
5. The agenda packages of open Board meetings are to be posted as soon as they are finalized (usually one week in advance of the Board meeting). The minutes of open Board meetings are to be posted within one week of their approval by the Board.

REVISION AND APPROVAL LOG

June 14, 2013	(CO-13-96)	Approved by Council
November 20, 2020	(CO-21-27)	Amended by Council
February 17, 2023	(CO-23-30)	Revisions authorized by Board ¹

¹ Revisions to align with legislative changes