

WIECAN – Minutes of Steering Committee Meeting - November 16, 2017

1. **Attendance:** Aileen Gien, Lynn Parsons, Beata Swist, Vickie Turnbull, Ella Plotkin, Nicolle Butcher, Jennifer Manning, Maxine Ethier, Louise Kennedy, Carolyn Chesney. Also in attendance: Heba Al-Shakarchi.
2. **Minutes of meeting on October 12, 2017 (circulated on November 14, 2017):** Approved.
3. **Partnering/collaboration with Women's Energy Network (WEN):** S. Murphy to provide update on additional discussions with WEN in 2018.
4. **Report on Joint WIN/WIECAN event - hosted by RBC - October 23:**
 - V. Turnbull confirmed the event was well attended – 80 women.
 - Panel presentation was well received, lasting well over 1.5 hours. Panel did not even have time to get through all pre-prepared questions given level of audience engagement.
 - Events Committee to discuss hosting similar event in 2018. Potential to expand capacity, but Steering Committee noted maintaining intimate feel of the event was important. If facing capacity constraints next year, could consider making this a WIECAN-only event (and not a joint event with WIN).
 - Steering Committee members to send V. Turnbull any photos they have of event (in particular, L. Parsons to follow up with Godyne Sibay).
5. **Launch of Lunch & Learn Sessions:**
 - R. Goyal provided report on subcommittee meeting: Proposed topic for first session is electrification of grid.
 - Cara Klarman has agreed to present - Subcommittee to secure commitment from another speaker in next few weeks as well.
 - L. Parsons to see if event can be sponsored and hosted in-house by McCarthy Tetrault.
 - Timing: First session targeted for last 2 weeks of January, subject to speaker availability.
 - Sessions to take place every quarter – proposed topic for 2018 Q2 session remains Fair Hydro Plan.
6. **Mentorship Committee Update:**
 - J. Manning reported that questions for potential mentees have been prepared by the mentorship subcommittee, and are ready to be posted to WIECAN LinkedIn page (and website when launched)
 - Deadline for submission of entries by prospective mentees is early January. E. Plotkin has arranged for Fasken's to keep track of responses.

- Nearly a dozen people have volunteered to be mentors through WIECAN LinkedIn page. To be discussed at future meetings whether more mentees needed (depending on number of mentee applications).

7. Site Visit Event:

- Steering Committee reiterated that this is to be 'kick-off' event for 2018.
- Timing: targeting first week of February.
- Site: Portlands Energy Centre (JV between OPG and TransCanada)
- N. Butcher reconfirmed General Manager is happy to host a tour of the facilities, and that they were capable of accommodating large groups, subject to staff availability. No cost for tour itself. N. Butcher to introduce one or more Event Planning subcommittee members to General Manager.
- Given limited parking availability and TTC links at the downtown site, only issue will be transport. Events committee to alert attendees to this and maybe organize meeting point. Distillery district could be meeting point, as well as site of post-tour social lunch/event.
- Equipment is provided as part of the tour, but N. Butcher noted that invitees should be reminded to wear appropriate closed toed shoes.
- To be discussed further at next Event Planning subcommittee call – L. Parsons to circulate invite to subcommittee.

8. WIECAN End of Year Social/Networking Event (December 5th, 2017 at Adelaide Bar):

- 90 people to date have confirmed attendance. H. Al-Shakarchi to circulate list to Steering Committee. If there are additional invitees or people who did not confirm attendance Steering Committee members can follow up individually.

9. WIECAN Website:

- B. Swist continues to request remaining outstanding bios for Steering Committee members comparable to the samples previously circulated and will follow up.
- Steering Committee members to circulate ideas for inspirational 'women and networking' quotes for website.
- Again, Fasken to maintain website going forward.

10. Other ideas that will assist WIECAN in implementing its mission:

- V. Turnbull to circulate draft update as to WIECAN growth and developments in 2017 to Steering Committee– to be posted on LinkedIn, sent as email blast and posted to WIECAN website upon launch.

11. Other business.

- V. Turnbull suggests sourcing other sponsors or co-sponsors for future WIECAN events (particularly before the New Year).

- Board of directors for Infrastructure Bank has been published. Steering Committee discussed approaching board members regarding their joining the Steering Committee. V. Turnbull noted that she is meeting with Janice Fukakusa in December and will discuss with her and report back to the Steering Committee at the next meeting.
- Similar approach to Kim Baird also to be discussed at future meetings.

12. **Next Meeting:** Brief call to discuss New Year kick-off event – December 18, 2017. L. Parsons to circulate calendar invite.