

NICC Meeting Minutes

Date & Time: Thursday March 31st, 2016 @ 5:00 pm @ IFS

Conference Call Information: 1-877-353-9184 Participant ID: 6207347

Members Present: Judy Carlson (MFLNRO – PG District), Tim Giesbrecht (IFS), Lisa Spingle (Conifex – Fort St. James), Alex Burkinshaw (Geoterra), Andrew Potter (IFS), Greg Jonuk (MFLNRO – Omineca Region), Fraser Hart (KDL Group), David Morrow (Canfor)

Members Absent: Brandon Collison (Canfor), Eric McCormick (Westland Resources - Terrace), Brock Campbell (DWB Consulting Ltd.), Joe Aquino

Minutes:

1. Approval of Previous Meeting Minutes
 - Last meeting was March 10th, 2016.
 - No changes. All in favour - Approved.
2. Action Items from the Previous Meetings
 - See table below.

Item #	Action Items	Person(s) Responsible	Status	Comments
4	Andrew to confirm venue availability by December 15 th .	Andrew P.	Done	Andrew will look into it tomorrow. 2016-02-18: The Sandman is booked for May 4 th . Haven't figured out the finals for the meal yet. The price is about 8% higher than last year. \$5,300 for 110 people. We need to decide what want for a meal. Group decided that will stick with the roast. UNBC is booked for AGM on May 5 th . Need to finalize breakfast and lunch menu. Looks to be the same price as last year and includes the same AV equipment as last year. We might want to remind people that it is pay parking and you need your license plate # to pay inside at the pay stations. 2016-03-10: Still to give Tim final numbers. 2016-03-31: All done. UNBC same venue price as last year. Meals all figured out. Sandman is all done as well, \$35 a plate.
5b	Look into a local school program to promote working in the forest industry.	Brandon	Done	2016-03-10: Still in progress. 2016-03-31: Canfor helps out with a school lead program already and it works very well that way. There is no need for support from NICC for the event.

6	Get a letter identifying the new signing authorities to the BMO.	Tim	Done	2016-01-18: Working on it. 2016-03-10: Working on it...again. 2016-03-31: Letter has been written up and signed by signatories.
7	Go to BMO and sign up as a signing authority.	Greg	In Progress	2016-01-18: Waiting on Tim. 2016-03-10: Again working on it. 2016-03-31: Still in progress. Will do once letter is at bank.
10	Look into dusty trails for the field site.	Brandon	In Progress	2016-03-10: Judy to call Brandon and see where things are at. 2016-03-31: still has not been able to contact the folks. Will keep trying.
11	Check out site near clear lake for the field site.	Alex	In Progress	2016-03-10: Andrew to touch base with Alex. 2016-03-31: Waiting until snow levels are lower in clear lake area.
12	Brainstorm for Training Seminar and work something out to bring to next meeting.	Brandon	Done	2016-03-10: The consensus is that we are running out of time and should look at planning this for next year. We should check with Brandon to see if he has something set up already and can lead this or if he is okay with leaving it until next year as well. Judy to call Brandon to discuss. We should ask everyone at the AGM this year if they are interested and if they have any topic ideas. 2016-03-31: Incorporate into field session and ask at AGM for interest.
13	Prepare budget for the AGM.	Tim	Done	2016-03-10: Waiting for numbers from Andrew. Left AGM price at \$150 again. 2016-03-31: Budget is done. Looks good and reasonable. Please see handout.
14	Ask Sara Cotter about doing a presentation about the Industry perspective on Spruce beetle and see if she knows someone who can connect it to a boots on the ground perspective.	Judy	Done	2016-03-10: Sara to check with her people for the go ahead but said should be able to swing it as the presentation would be very similar to the CIF dinner. 2016-03-31: Sara & Janine will do a joint presentation. They will need approximately 45 minutes for it.
15	Ask John Pousette about doing a presentation about Timber supply.	Greg	Done	2016-03-10: Still in progress. 2016-03-31: John is not available. He is currently on medical leave and won't have much time when back. We will look into booking him for next year.
17	Look into a presentation about West Coast Interior Cruising – A typical Day, hurdles and solutions, waste levels, what is	Eric	Done	2016-03-10: No update. 2016-03-17: I will be able to put a 15 min presentation together that shows our Northwest timber profile and some of the different pathological calls we run into.

	different, etc.			This will also showcase a project we did on the coast with trees over 60m tall and up to 200cm diameter. 2016-03-31: Done - see info above.
18	Check with Phil to see if he will remain the NICC representative on the Forest Measurements Board.	Tim/Lisa	In Progress	2016-03-31: Tim hasn't gotten to it. Lisa will ask him tomorrow at work.
19	Draft up an agenda for this years AGM.	Andrew	Done	2016-03-23: Draft agenda sent out. 2016-03-31: Draft agenda is done with some minor changes to be made.
20	Talk to Jim Wilson regarding a compilation presentation.	Andrew	Done	2016-03-31: Jim will come up and do a presentation.
21	Put together key questions for soliciting answers from people pertaining to training personnel & retention of personnel.	Dave/Fraser	In Progress	2016-03-31: Dave has started working on some questions. Fraser thought of working on a paper to distribute on perspectives of retention. The group decided on a Panel Discussion with Tim, Dave & Fraser on the panel and Greg facilitating it. Greg needs some questions to ask them. ACTION ITEM: Everyone to come up with questions and send to Greg by next meeting.
22	See if comedian who used to be a timber cruiser would like to do a short skit for us.	Fraser	In Progress	2016-03-31: He hasn't gotten a video together yet. We will wait to see what he has and go from there. He was also wondering about some kind of compensation or payment for his time. He would be getting a dinner out of it. Fraser to continue to talk with his friend.
23	Work on a quick presentation on giving and receiving feedback.	Greg	In Progress	2016-03-31: Has drafted up some topics and a brief agenda for a presentation. Thought he could incorporate a demonstration into it. Tim suggested getting Beth Eagles into it. Group thought that would be a good idea.
24	Find someone who can do field training on identifying trees attacked by spruce beetle.	Lisa	In Progress	2016-03-31: Heather will find someone from Mackenzie (Darren Hancock - OPS Manager) for a field presentation.

3. Financial Summary

- Budget handed out by Tim for review. Looks good at this point.

4. Website Update

- 19 registered for AGM already.

- The website has been acting up lately. Tim has been monitoring this and will continue to monitor it. Please let him know if you have been having any problems with it.
5. 2016 AGM Planning
- Field day - Wednesday May 4th with the dinner event at the Sandman.
 - Office session - Thursday May 5th at UNBC.
 - **ACTION ITEM:** Greg to ask ABCFP (Brian or Casey) to see if they have time to come do a presentation or talk about the ABCFP and membership.
 - We need a dinner presentation.
 - Greg said he has a 7 minute slide show from his trip to Barcelona that he could show.
 - We will need to put our thinking caps on and come up with ideas.
 - **ACTION ITEM:** Alex to look into getting a comedian friend that he knows from Canfor to do a skit.
 - IRL is in as a vendor again. They will have their two tables set up at UNBC. And they will have a few door prizes for us too.
 - This year marks our 25th year of NICC!!!
 - Andrew thinks we should do something special. The group agrees.
 - **ACTION ITEM:** Andrew to look into doing mugs with NICC and 25 years on it for everyone and then a few special door prizes.
 - **ACTION ITEM:** Everyone to look into getting some swag to give away at the AGM.
 - Field station setup – we will discuss this next meeting once we know where the field site is going to be located.
6. Training Seminar
- This will be incorporated into the field stations with the “Benefit of the Doubt” document.
 - We will ask at the AGM if there is any interest in having a training session and if so what topics of interest would people have.
7. Any Other Business
- Brock – resigned. Judy received an email from Brock resigning from the committee as he has not been able to fulfill his duties due to work commitments.
8. Next Meeting Date & Time
- Thursday April 14th, 2016 @ 5pm @ IFS.

Meeting Adjourned: 6:05 pm