

Dear BCIA Nomination Committee:

I am writing to express my interest in the BCIA Registrant Board Member Position-Regional Electoral District 3. With experience serving on the Coast Waste Management Association Board for two terms (2020-2024), along with my flexibility, integrity and willingness to learn, I am certain my skills and experience can contribute effectively to the mission, vision and strategic direction of BCIA.

Throughout my career in the waste industry, I have demonstrated proficiency in teamwork and cooperation, analytical thinking and a results driven approach. These skills have enabled me to plan and complete projects/tasks effectively. I have experience in auditing programs while I worked as a Corporate Safety Officer at the Capital Regional District. This experience helped me become better at evaluating processes and systems. Additionally, through my various experiences I developed standard practices and procedures to support operational activities.

My experience as the secretary of the Coast Waste Management Association has helped me improve my strategic decision-making skills, understand the budgeting process, and board governance. Additionally, as a board member I participated in working group events and contributed to planning events and the annual conference. This was especially valuable for networking and helped me build strong relationships with people in different sectors of the waste industry

In addition to my technical skills, I have strong communication skills, which are critical for success in the different roles I've had in the solid waste and now liquid waste industry. My ability to work collaboratively with diverse teams and to be flexible to changing environments has been effective for building trust and dealing with conflict in a professional manner.

I am excited about the opportunity to join the BCIA Board because as an organization the BCIA mission, vision and values align with me. I am also enthusiastic about the possibility of contributing my skills, experience and passion for the natural resource sector to support your organization's objectives.

Regarding potential conflicts of interest, I have reviewed and completed the conflict of interest, integrity, and public accountability disclosure statement and understand the responsibilities and requirements of this position. I confirm that I have no existing conflicts that would hinder my ability to perform the duties of a board member. If a potential concern comes up, I will be transparent when addressing any issue.

Please find my resume, photo and conflict of interest disclosure statement attached for review.

Thank you for considering my application.

Yours sincerely,

*Andrea Panich*

# Andrea Panich, P. Ag

[www.linkedin.com/in/apanich](https://www.linkedin.com/in/apanich)



## EXPERIENCE

### ***Environmental Protection Officer –Community Municipal Liquid Waste***

**Ministry of Environment and Parks, Victoria BC May 2024 – Present**

- Gather information and data to process permits, operational certificates and registrations.
- Support local governments with their waste management by providing regulatory guidance.
- Overseeing the planning phases of updating the Liquid Waste Management Planning Guidance document.
- Prepare technical assessments of amendment requests.
- Engage in Indigenous Relations consultation relating to liquid waste management.

### ***Waste Diversion Coordinator***

**Capital Regional District, Victoria, BC August 2022– May 2024**

- Gather information and data and prepare and deliver presentations on solid waste diversion strategies.
- Review and update solid waste bylaws to align with proposed policy changes for Hartland landfill.
- Develop Requests for Expression of interest for material stream diversion and disaster debris management planning,
- Develop Request for Proposal with a multi-disciplinary team for material stream diversion strategy.
- Write memos, info sheets and prepare training material and presentations for staff.
- Conduct literature reviews, interpret regulations and scientific studies.
- Develop policies and best practices relating to material stream diversion strategy. Work with a multi-disciplinary project team on the implementation of the solid waste management plan.
- Research, examine and evaluate solid waste management policies related to waste reduction and diversion targets.
- Develop and draft options for long term management of diverted waste and resource recovery, including staff reports for committee review. Support the regional disaster debris management planning process.

## Education

Project and Change Management– Certificate 2024  
Royal Roads University, Victoria, BC

Environmental and Occupational Health— Certificate 2019  
University of Victoria, Victoria BC

BSc. Environmental Science 2010  
Royal Roads University, Victoria BC

Environmental Technology Diploma 2009  
Camosun College, Victoria BC

## Skills

MSWord

MSExcel

MSPowerPoint

Contract Administration

Project Coordination

Event Planning

## Memberships

**Coast Waste Management Association (Board Member):**  
2020–2024

**Solid Waste Association of North America (Member):**  
2017–2024

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## ***Corporate Safety Advisor (Contract)***

### **Capital Regional District, Victoria, BC June 2021 – July 2022**

- Provided technical expertise, advice, and guidance on the Occupational, Health and Safety program.
- Collaborated closely with senior OHS and HR staff to review, monitor, inspect, investigate, and audit a variety of OHS activities, made recommendations and took appropriate corrective measures to ensure compliance.
- Reviewed and evaluated organizations existing Health and Safety Policies to ensure safety procedures, regulations, and practices are effective, up-to-date, and in compliance with current laws and industry standards.
- Prepared training material for staff and presented training sessions.
- Gathered safety incident data, analyzed and presented data in a monthly report to senior management.

## ***Environmental, Health and Safety Technician (Hartland Landfill) Capital Regional District, Victoria, BC February 2017 – June 2021***

- Coordinated projects with contractors related to the environment, health, and safety.
- Gained working knowledge of applicable environmental legislation, regulations, bylaws (federal, provincial, and municipal) as related to solid waste management.
- Developed and conducted training for staff on hazardous spill response and landfill fire awareness.
- Collaborated on creating the RenoSafe WasteWise program and provided training for staff.
- Created safe job procedures and safe work practices and reviewed documents with staff as part of landfill health and safety training program.
- Responded to complex inquiries about the landfill from internal and external clients.
- Provided guidance and instruction to a co-op student's work on building a training matrix and drafting operations procedures.
- Tracked and compiled environmental, health and safety data, analyzed data and summarized information for sharing with colleagues.
- Conducted odour assessments to collect baseline data at the pre-construction stage of a wastewater treatment facility.

## **Professional Development and training courses**

Operation of wastewater  
Treatment Plants–Safety,  
Beginning Treatment,  
Lagoon Systems and  
Secondary Treatment

Disaster Debris Management

Embedding Climate  
Implications

Regional Disaster Risk  
Reduction

Hazardous Waste  
Classification

Cultural Competency

Facilitating Productive  
Meetings

Transportation of Dangerous  
Goods

WHMIS

Supervisor Safety  
Management

Mental Health Awareness

Fatigue Management

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## ***Environmental Science Officer I (Contract)*** **Capital Regional District, Victoria, BC 2016**

- Analyzed groundwater and surface water data to ensure compliance with the contaminated sites regulation, water quality guidelines and CRD Sewer Use Bylaw.
- Conducted sampling and monitoring Provided sampling and monitoring support to the Hartland monitoring program and to other environmental monitoring programs.
- Collected audit liquid waste samples from a private sewage treatment facility to determine compliance with CRD Sewer Discharge permit.

## ***Administrative Clerk/Hartland Landfill Attendant*** **Capital Regional District, Victoria, BC March 2015 - February 2017**

- Drafted memos, site procedures and maintenance plans and provided education and information to customers about household hazardous waste disposal and recycling.

## ***Environmental Technician (Contract)*** **Westcoast Asbestos Testing, Victoria, BC 2014-2015**

- Reviewed hazardous materials surveys for accuracy and completion and ensured the assessments were following the Occupational Health and Safety Regulations and WorkSafeBC.

## ***Quantum Murray LP, Victoria BC —Project Administrator (Contract) 2013***

- Liaised contractors and subcontractors, documented health and safety issues and assisted with billing and verifying time sheets for an environmental remediation project at Colquitz Creek.

## ***Dillon Consulting, Surrey BC —Curbside Waste Auditor/Educator (Contract) 2013***

- Performed curbside organics and recycling bin audits and educated customers about proper organics disposal to reduce contamination at compost facility.

## ***Catalyst Pulp and Paper, Crofton, BC —Environmental Laboratory Technician (Contract) 2011-2012***

- Prepared and analyzed samples of waste sludge from Crofton Pulp and Paper Mill which were converted into biogas and fertilizer for demonstration scale project.