

**Minutes of a Meeting
The Apprenticeship and Certification Board
1010-401 York Ave.
Wednesday, December 14, 2011
9:00 a.m. – 1:30 p.m.**

BOARD MEMBERS

In attendance:

Beach, Allan	Employee Representative
Einarson, Ryan	Employer Representative
Harapiak, Leonard	Chair
Lafond, Marc	Employee Representative
Lauvstad, Doug	Employer Representative
McNabb, Jamie	Employer Representative
Stecy, Ron	Employee Representative
Ullman, Rick	Employee Representative
Ware, Greg	Employer Representative
Scott Sinclair	Ex-Officio Member, Board Secretary

Regrets/absent:

Koslowsky, Ron	Employer Representative
Martin, Dave	Employee Representative
Senff, Bob	Public Interest Representative
Campbell, Anita	Public Interest Representative
Schmidt, Mark	Apprentice Representative

.1 Call to Order

The meeting was called to order at 9:00 a.m.

.2 Approval of Agenda

The agenda was approved as amended.

Motion 2011.12.78 moved by Greg Ware seconded by Ron Stecy
Carried 8 in favour 0 opposed 0 abstained.

.3 Approval of past minutes

The Board minutes of November 10, 2011 approved as amended.

Motion 2011.12.79 moved by Rick Ullman seconded by Ryan Einarson
Carried 8 in favour 0 opposed 0 abstained.

.4 Review of previous meeting

The Chair noted the reviews of the previous meeting, noting the indication of things that can be improved upon.

.1 Chair's Update

Leonard Harapiak reviewed the Board-led Provincial Advisory Committee (PAC) Chair orientation session that was held on Tuesday, December 6, 2011. 21 PAC Chairs and the Minister of Entrepreneurship, Training and Trade attended. The Board reviewed the new ACT and the resulting changes to the Board & PAC mandates to clarify the role and expectations for each group. Some operational issues of the Branch were also discussed and clarified. Follow-up meetings with the Board via the Program Standards Standing Committee will be established to ensure understanding and to monitor how PACs are managing within the new system.

.2 Executive Director's Update

Scott Sinclair reviewed the following:

- Discussion continues on the designation of Powerline Technician. IBEW 2034 and Manitoba Hydro are very interested in the designation. Hydro currently has training at its Stonewall facility and it is likely that the space would be used for future apprenticeship training. Although Hydro is the largest employer of Powerline Technicians, there are other employers in the province. If a Provincial Advisory Committee is established, it will be a mix of Hydro and other industry representatives.
- The co-op model pilot, in partnership with the Northern Manitoba Sector Council via Vale, is going well and gathering substantial interest from other northern employers.
- The Apprenticeship Branch will move to 111 Lombard St. in early 2013. The Branch will be co-locating with Employment Manitoba and Industry Workforce Development.

BOARD DIRECTOR TRAINING

The Board met with Alan Goddard of the Crown Corporations Council who presented a session on strategic Board governance. This training session satisfies the Minister's request that all Board members attend a Director training workshop given by the Council.

2011.12.03 COMMITTEE REPORTS

.1 Nominating Committee (NC)

There was no report from the committee.

.2 Governance Committee (GC)

There was no report from the committee.

.3 Community Liaison Committee (CLC)

The Chair noted that strategic consultations concluded on December 9. The committee met face to face with 5 industry groups representative of; labour, employers, ASET holders, education practitioners and education decision-makers. The draft report will be provided early in the new year.

.4 Program Standards Committee

The Board received and made a motion to accept the records of decision from the December 6, 2011 PSC meeting.

Motion 2011.12.80 **moved by Allan Beach** **seconded by Doug Lauvstad**
Carried **8 in favour** **0 opposed** **0 abstained**

Recommendations from the Committee:

Regulations

- Aircraft Maintenance Journeyperson (AMJ) trade regulation

The proposed regulation was developed by the Provincial Advisory Committee (PAC) and went through the industry consultation process. The PAC met in November 2011 to discuss the consultation feedback and approved the proposed regulation. The substantive change in the regulation is the adjustment of minimum wage rates to coincide with the four levels of training instead of calendar time. The Program Standards Standing Committee reviewed the regulation and recommended it to the Board.

Motion 2011.12.81 **moved by Ryan Einarson** **seconded by Rick Ullman**

That the Apprenticeship and Certification Board approves the proposed trade regulation for Aircraft Maintenance Journeyperson.

Carried **8 in favour** **0 opposed** **0 abstained**

- Steel Fabricator

The PSC recommends that the Community Liaison Committee review the validity of the designation of the Steel Fabricator trade in Manitoba.

- Translated Regulations

Motion 2011.12.82 moved by Allan Beach seconded by Jamie McNabb
To approve the Ironworker (Generalist), Cook and Bricklayer regulations as presented.
Carried 8 in favour 0 opposed 0 abstained

Technical Training

- Aircraft Maintenance Journey person

The program has historically had a 4-part certification exam; one exam written after each level. The PAC is aware that the program must be amended to conform to the Board-prescribed standard of unit tests and one final certification examination. To ease the transition from 4 exams to one, the PAC recommended a 2 part exam; one exam after two levels. The PSC accepted this proposal and recommended it to the Board.

Motion 2011.12.83 moved by Ron Stecy seconded by Rick Ullman

That the Board replaces the current four-part AMJ Certification Examination with a 2-part examination to be written at the end of Level 2 (Part 1) and Level 4 (Part 2).

Carried 8 in favour 0 opposed 0 abstained

- Carpenter

Ron Stecy reviewed key items including:

- The new Carpenter National Occupational Analysis (2010) includes approximately 9% of material related to renovation and this is carried forward to new Interprovincial Red Seal Examinations.
- The existing Manitoba examination does not include this material.
- The first cohort of Manitoba apprentices who wrote the new IP examination in November all achieved passing grades.
- There are 65+ Level 4 Carpenter technical expected in training activity between January-May 2012.
- The amendment needed is the addition of one week of training.
- The Carpenter PAC has been asked by the PSC to meet and review the proposed content.

Motion 2011.12.84 moved by Jamie McNabb seconded by Rick Ullman

To request that the Minister approve amending the 2011-2012 Strategic Plan for the addition of the Trade of Carpenter.

Carried 8 in favour 0 opposed 0 abstained

- Motor Vehicle Body Repairer (Metal & Paint) and Automotive Painter

The MVBR (Metal & Paint) and Automotive Painter PACs have developed common core Level 1 technical training.

Both PACs consulted with industry and considered all feedback received. The PACs propose that the MVBR (M & P) program remain at 4 levels with level 1 amended as common core and Automotive Painter will be a two level program with common core level 1.

The PSC accepted the proposed common core and recommended it to the Board.

Motion 2011.12.85 moved by **Doug Lauvstad** seconded by **Rick Ullman**

To accept the Profile and level charts for Motor Vehicle Body Repairer (Metal & Paint) and Automotive Painter as the form and content for the trades.

Carried 8 in favour 0 opposed 0 abstained

2011.12.04 CONTINUING BUSINESS

2011.12.05 NEW BUSINES

2011.12.06 RECENTLY GAZZETTED REGULATIONS (information only)

2011.12.07 FUTURE AGENDA ITEMS

2010.12.08 CORRESPONDENCE/INFORMATION

2011.12.9 NEXT MEETING / EVENTS

Next Board Meeting: January 18, 2012

2011.12.10 ADJOURNMENT

February 29, 2012

*Date approved by the
Apprenticeship and
Certification Board*

*Leonard Harapiak, Chair
Apprenticeship and
Certification Board*

*Julie Kennedy, A/Secretary
Apprenticeship and
Certification Board*