

Minutes of a Meeting
The Apprenticeship and Certification Board
1014-401 York Ave.
Wednesday, September 12, 2012
9:00 a.m. – 4:00 p.m.

BOARD MEMBERS

In attendance:

Beach, Allan	Employee Representative
Einarson, Ryan	Employer Representative
Harapiak, Leonard	Chair
Koslowsky, Ron	Employer Representative
Lafond, Marc	Employee Representative
Lauvstad, Doug	Employer Representative
Senff, Bob	Public Interest Representative
Stecy, Ron	Employee Representative
Ullman, Rick	Employee Representative
Ware, Greg	Employer Representative
Jacqueline Ratté Kohut	A/Board Secretary

Regrets/absent:

Schmidt, Mark	Apprentice Representative
Campbell, Anita	Public Interest Representative
Martin, Dave	Employee Representative

Guests:

Paul Holden	Senior Executive Director
Jan Forster	Assistant Deputy Minister

Staff:

Tanya Jakob	Community Relations Manager
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.1 Call to Order

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

.2 Approval of Agenda

The agenda was approved as written.

***Motion 2012.09.01 moved by Ron Koslowsky seconded by Rick Ullman
To accept the agenda as written.
Carried***

.3 Approval of past minutes

The Board minutes of July 11, 2012 were approved as written.

***Motion 2012.09.02 moved by Rick Ullman seconded by Bob Senff
To accept the July 11, 2012 minutes as written.
Carried***

.4 Review of previous meeting/ Board meeting schedule

No comments at this time.

.1 Chair's Update

No update available.

.2 A/Executive Director's Update

Jacqueline Ratté Kohut updated the Board on the Apprenticeship Recognition Week Legislation and the suggestion was made to move the Awards of Distinction Gala to that week each year.

Jacqueline explained that the Policy Unit and Program Standards Unit are looking at the Accreditation Policy.

Jacqueline is meeting with the Winnipeg Technical College President in regards to a multiyear pre-employment program that would provide multiyear accreditation. This meeting is at the direction of the deputy Ministers of Entrepreneurship Training and Trade, Advanced Education and Literacy and Education. The proposed program will be brought to the Board when more details are known.

Jacqueline reviewed the Tax Credit handout for information purposes.

The Carpenter PAC consultation was sent to industry in July and we are in the process of receiving feedback on the wages.

.1 Nominating Standing Committee (NSC)

Leonard Harapiak reviewed the notes from the September 5, 2012 meeting.

**Motion 2012.09.03 moved by Bob Senff seconded by Marc Lafond
To accept the Nominating Standing Committee's record of proceeding from the September 5, 2012 meeting as information.**

Carried

The Nominating Committee recommended the acceptance of the Recognition Program amendment. The proposed change means that only members of PACs which have worked on program standards in the previous fiscal year will be recognized at the Awards of Distinction As approved previously, all other PAC members will be sent a letter of acknowledgement outlining the new strategic priorities of the Board and encouraging the committees to stay in contact with the Community Liaison Committee.

After an in-depth discussion the Board made a motion.

**Motion 2012.09.04 moved by Ron Stecy seconded by Bob Senff
To accept the Nominating Standing Committee's recommendation with the understanding that it will be implemented in November 2012**

Carried

The following Provincial Advisory Committee membership appointments were presented for consideration:

- **Pork Production Technician**

The Apprenticeship & Certification Board appoints the following individual to the Pork Production Technician Provincial Advisory Committee as Chair for a term of 3 years from September 12, 2012 to June 30, 2015.

Douglas Vinnie	Chair	Rural	Individual Applicant
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- **Sloped Roofer**

The Apprenticeship & Certification Board appoints the following individuals to the Sloped Roofer Provincial Advisory Committee for a term of:

- **Two years from September 12, 2012 to June 30, 2014**

Etienne Lansard	Employee	Urban	Individual Applicant
David Bain	Employer	Urban	Individual Applicant

- **Three years from September 12, 2012 to June 30, 2015.**

Gregory Graham	Employee	Urban	Individual Applicant
Andrew Herrod	Chair	Urban	MB Shingling Assoc.
Jerry Carriere	Employer	Urban	Individual Applicant

- **Machinist/Tool & Die Maker**

The Apprenticeship & Certification Board appoints the following individuals to the Machinist/Tool & Die Maker Provincial Advisory Committee for a term of:

- **Two years from September 12, 2012 to June 30, 2014.**

Brad Wallin	Employer	Urban	Individual Applicant
Marco Peluso	Employee	Urban	Individual Applicant

- **Three years from September 12, 2012 to June 30, 2015.**

Dugald Carter	Employee	Urban	Individual Applicant
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The Apprenticeship & Certification Board re-appoints the following individuals to the Machinist/Tool & Die Maker Provincial Advisory Committee for a term of:

- **Three years from September 12, 2012 to June 30, 2015.**

Ian Feys	Chair	Urban	Individual Applicant
Trent Lofgren	Employer	Urban	Individual Applicant

- **Industrial Instrument Mechanic**

The Nominating Committee recommends to the Apprenticeship & Certification Board that the following individuals are appointed to the Industrial Instrument Mechanic PAC for a term of:

- **Two years from September 12, 2012 to June 30, 2014.**

Geoffrey Johnson	Employee	Rural	Individual
D. Brent Mooney	Employer	Rural	Koch Fertilizer

- **Three years from September 12, 2012 to June 30, 2015.**

Paul Brown	Chair	Rural	Individual
Scott Sanders	Employee	Rural	Individual
Jeffrey Penner	Employer	Rural	Individual

**Motion 2012.09.05 moved by Doug Lauvstad seconded by Bob Senff
To approve all recommendations for Provincial Advisory Committee membership as presented by the Nominating Committee.**

Carried

.2 Program Standards Standing Committee (PSSC)

The Committee Chair reviewed the September 4, 2012 record of proceedings and the 2013 – 2014 Strategic Plan. He explained that the Sprinkler System Installer trade is deferred to 2013 – 2014 due to the PAC having a vacancy.

Motion 2012.09.06 moved by Ron Stecy seconded by Allan Beach

To accept the Program Standards Standing Committee's record of proceeding from the September 4, 2012 meeting as information.

Carried

The PSC will consult with the PACs on altering the curriculum for all piping trades to include common core.

**Motion 2012.09.07 moved by Ryan Einarson seconded by Marc Lafond
To accept the list of trades designated in the Strategic Plan for 2013 – 2014 as presented.
Carried**

Bob will send a letter and contact the Sprinkler System Installer PAC Chair explaining why Sprinkler System Installer is deferred.

.3 Community Liaison Standing Committee (CLSC)

Leonard Harapiak reviewed the August 22, 2012 record of proceedings.

**Motion 2012.09.8 moved by Bob Senff seconded by Ron Stecy
To accept as information the August 22, 2012 Community Liaison Standing Committee record of proceedings.
Carried**

Trade Designation Requests

- Avionics

The Board made the following motion:

**2012.09.8.1 moved by Ron Stecy seconded by Rick Ullman
To accept the Community Liaison Committee's recommendation not to designate an Avionics trade.
Carried**

- Powerline Technician

The Board made the following motion:

**2012.09.8.1 moved by Marc Lafond seconded by Greg Ware
To approve in principle the trade of Powerline Technician.
Carried**

Employer Engagement

The Board discussed the best approach to engaging employers and the degree to which it's mandated to encourage government to require apprenticeship participation for crown corps, and public sector employers.

**Motion 2012.09.9 moved by Bob Senff seconded by Rick Ullman
To accept the Employer Action Plan.
Carried.**

.4 Governance and Planning Standing Committee (GSC)

Leonard reviewed the August 17, 2012 record of proceedings.

**Motion 2012.09.10 moved by Allan Beach seconded by Ron Stecy
To accept the August 17, 2012 Governance Standing Committee record of proceedings.
Carried**

**Motion 2012.09.11 moved by Doug Lauvstad seconded by Allan Beach
To accept the Terms of Reference for the Target Group Committee
Carried**

The Board elected a Chair for the TGAC.

**Motion 2012.09.12 moved by Ryan Einerson seconded by Ron Stecy
To nominate Allan Beach as Chair of the Target Group Committee.
Carried**

Suggestions for members of the TGAC should be sent to Julie Kennedy by October 5, 2012.

- **Designated Trainer Provision**

Jacqueline reviewed the Designated Trainer Action Plan and an indepth discussion ensued. The Board directed the Branch to review the Designated Trainer provision with the Board 18 months prior to the new sunset clause.

**Motion 2012.09.13 moved by Ryan Einerson seconded by Marc Lafond
To accept option 2) maintaining the status quo: renewing the DT provisions every 5 years.
Carried**

**Motion 2012.09.14 moved by Doug Lauvstad seconded by Allan Beach
To accept the Consultation Guide and Timeline for development of the 2013 – 2014 Strategic Plan.
Carried**

- **Policy Manual: documentation of Board policy decisions**

**Motion 2012.09.15 moved by Ron Koslowsky seconded by Ryan Einarson
To adopt the policy format and the policies entitled, Coming into Force Provision.
Carried**

- **Policy Cafe – on current research and Employer engagement**

The Board broke up into small groups and were presented with national research results on the topic of employer engagement and participation in the apprenticeship and certification system. Research findings included information on employer's hiring practices, their attitudes toward apprenticeship, and challenges that apprentices face in finding an employer. Discussions were then held within the small groups regarding the research findings and their applicability to Manitoba.

The Board reconvened after an hour and discussed as a group the key points that each small group raised. One consideration that was discussed was that it is necessary to contextualize Manitoba within the national research results. It was decided that more Manitoba-specific data on employer participation, awareness, attitudes and barriers would be helpful in determining future action regarding employer engagement. It was also recognized that there could be more attention

given to assessing both employer and apprenticeship needs in order to address issues and concerns with employer engagement within apprenticeship.

2012.05.04 CONTINUING BUSINESS

2012.09.05 NEW BUSINESS

2012.09.07 FUTURE AGENDA ITEMS

1. Policy Cafe

2012.09.08 CORRESPONDENCE/INFORMATION

2012.09.09 NEXT MEETING / EVENTS

AC Board meeting November 14, 2012
Awards of Distinction ~ November 2, 2012. Delta Hotel, Winnipeg

2012.09.10 ADJOURNMENT

The meeting adjourned at 4:22 p.m.

December 12, 2012

*Date approved by the
Apprenticeship and
Certification Board*

original signed by

*Leonard Harapiak, Chair
Apprenticeship and
Certification Board*

original signed by

*Jacqueline Ratté Kohut, A/Secretary
Apprenticeship and
Certification Board*