

Apprenticeship Manitoba

**Minutes of a Meeting
The Apprenticeship and Certification Board
111 Lombard Ave.
February 12, 2014
9:00 a.m. – 4:00 p.m.**

BOARD MEMBERS

In attendance:

Beach, Allan	Employee Representative
Blaikie, Daniel	Apprentice Representative
Einarson, Ryan	Employer Representative
Harapiak, Leonard	Chair
Harris, Bruce	Employee Representative
Koslowsky, Ron	Employer Representative
Lafond, Marc	Employee Representative
Lauvstad, Doug	Employer Representative
McInerney, Betty	Employer Representative
Siemens, Trent	Employer Representative
Stecy, Ron	Employee Representative
Ullman, Rick	Employee Representative

Regrets:

Campbell, Anita	Public Interest Representative
Senff, Bob	Public Interest Representative

Staff:

Alisa Ramrattan, Executive Director
Nancy Eller, A/Director, Program Standards
Cordella Friesen, Manager of Policy, Research & Regulatory Development
Julia Wiebe, Policy Analyst
Tracy Coontz, Board Operations Administrative Assistant

Guests:

Honourable Theresa Oswald, Minister of Jobs and the Economy

Appointments:

Heavy Duty Equipment Technician

The Nominating Standing Committee recommends to the Apprenticeship and Certification Board:

That the following individual be re-appointed to the Heavy Duty Equipment Technician PAC for a third term of three years from February 12, 2014 to June 30, 2017.

Brett Hachkowski Chair Urban Individual Applicant

That the following individual be re-appointed to the Heavy Duty Equipment Technician PAC for a second term of three years from February 12, 2014 to June 30, 2017.

Alford Henry EE Urban Individual Applicant

That the following individuals be appointed to the Heavy Duty Equipment Technician PAC for a first term of three years from February 12, 2014 to June 30, 2017.

Terry Chymy EE Urban Individual Applicant
Jarrett Decker ER Urban Wajax Equipment
Phil Wilson ER Urban Ramwinn Diesel Inc.

***Motion 2014.02.03 To accept the PAC appointment recommendations as presented.
Moved by Ryan Einarson
Seconded by Marc Lafond***

Carried

.2 Program Standards Standing Committee (PSSC)

Leonard Harapiak presented the notes from the January 29, 2014 meeting for acceptance.

***Motion 2014.02.04 To accept the Program Standards Standing Committee notes as information.
Moved by Allan Beach
Seconded by Rick Ullman***

Carried

Recommendations:

- Lather (Interior Systems Mechanic)

After industry consultation and feedback review, the Lather PAC presented recommendations to the PSSC for trade regulation amendments, including:

- Changes in scope definition to reflect updates in the National Occupational Analysis
- Changes in minimum wages to not less than 60% of the reference wage rate for the first level, 70% for the second level, 80% for the third level, and 90% for the fourth level.
- Updates were also made to align the regulation with updated language as reflected in *The Apprenticeship and Certification Act* and General Regulation.

The Board made the following motion:

Motion 2014.02.05 *To accept the Program Standards Standing Committee recommendation to approve in principle the proposed regulation for Lather (Interior Systems Mechanic).*

*Moved by Betty McInerney
Seconded by Doug Lauvstad*

Carried

- Boilermaker

After industry consultation and feedback review, the Boilermaker PAC presented recommendations to the PSSC for trade regulation amendments, including:

- Changes in scope definition to reflect updates in the National Occupational Analysis
- Changes to minimum wage rates to not less than 50% of the reference wage rate during the first level, 65% for the second level, and 80% for the third level.
- The term of apprenticeship was also updated to reflect that there are actually 4 levels in the trade rather than 3 (currently called Entry Level, Level 1, Level 2 and Level 3). The PAC expressed the intention to discuss changing the term of apprenticeship in practice to three levels, and so this will be discussed as part of the Board's Strategic Plan for 2014-2015 for Program Standards updating.
- The trade of Boilermaker is on the Board's Strategic Plan for 2014-2015 for program standards updating.
- Updates were also made to align the regulation with updated language as reflected in *The Apprenticeship and Certification Act* and General Regulation.

The Board reviewed the PSSC recommendations and noted that there is a missing PAC recommendation for Level 4 proposed wages. The Board referred the Boilermaker trade regulation back to the PSSC and will review the revised recommendations at a later date.

- Insulator (Heat and Frost)

After industry consultation and feedback review, the Insulator (Heat and Frost) PAC presented recommendations to the PSSC for program standards amendments, including:

- Changes to the number of technical training weeks in each level from 6-6-6-0 to 5-4-4-5 weeks for a total of 18 weeks. The total number of weeks remains the same.
- Changes to the technical training profile chart
- Changes to the technical training level chart

The Board made the following motion:

Motion 2017.02.06 *To accept the Program Standards Standing Committee recommendation to approve the technical training documents for Insulator (Heat and Frost).*

*Moved by Ryan Einarson
Seconded by Betty McInerney*

Carried.

- Aircraft Maintenance Journey person (AMJ) Certification Exam

On October 25, 2013, the AMJ instructor from Red River College (RRC) met with Apprenticeship Manitoba staff and explained concerns due to changes made in the AMJ exam schedule. The RRC instructor also noted other issues which may have been overlooked when the decision was made to move towards the single certification examination.

The PSSC recommends adding AMJ to the 2014-2015 Strategic Plan in order to resolve outstanding issues.

The Board made the following motion:

**Motion 2014.02.07 To accept the Program Standards Standing Committee recommendation to add AMJ to the 2014-2015 Strategic Plan.
Moved by Betty McInerney
Seconded by Allan Beach**

Carried

- Roofer and Painter/Decorator Trades

The PAC for each trade continues to have a vacancy of one member. Industry working groups have been constituted to conduct updates to technical training standards, however no motions can be made until vacancies are filled.

The PSSC recommends that the Board defer the technical training revisions for the Roofer and Painter/Decorator trades to 2014/2015 and to continue to search for industry representatives for these Provincial Advisory Committees.

**Motion 2014.02.08 To accept the Program Standards Standing Committee recommendation to defer the technical training revisions for the Roofer and Painter/Decorator trades to 2014/2015.
Moved by Allan Beach
Seconded by Rick Ullman**

Carried

.3 Community Liaison Standing Committee (CLSC)

Leonard Harapiak presented the notes from the January 22, 2014 meeting for acceptance.

**Motion 2014.02.09 To accept the Community Liaison Standing Committee notes as information.
Moved by Allan Beach
Seconded by Trent Sieman**

Carried

For Information:

- Floorcovering Installer

- The viability of the Floorcovering Installer trade was discussed at the CLSC meeting. From designation in 2006 to March 31, 2013 zero apprentices have been issued a Red Seal certificate in the trade.
- From 2006 to March 31, 2013 a total of two (2) trades qualifiers were issued Red Seal certificates.
- Currently there are 10 active apprentices in the trade.
- Nationally, since 2007 only 226 apprentices have challenged the Red Seal exam. The Stakeholder Relations Committee of the Red Seal Program is consulting on the question of this trade's designation. It is expected to take up to two years for a decision to be finalized.
- The Community Liaison Standing Committee will delay consideration of de-designation of the trade of Floorcovering Installer until the Red Seal Program has completed consultations and has made a determination on its viability as a Red Seal trade.

- Glazier

- The viability of the Glazier trade was discussed at the CLSC meeting.
- The trade was listed in the 2011-2012 Strategic Plan but a PAC was unable to be formed so was carried over to the 2012-2013 plan. A PAC still was not formed and in February 2012 the Program Standards Standing Committee reviewed a labour market analysis and recommended that the Community Liaison Standing Committee consult with industry stakeholders.
- Technical training is 6 weeks per level, however, it is only available at the Southern Alberta Institute of Technology.
- From March 31, 2001 to March 31, 2012, only one (1) Glazier apprentice was issued a Red Seal Certificate.
- From March 31, 2001 to March 31, 2012 a total of six (6) Trades Qualifiers were issued Red Seal Certificates.
- Currently, there are 9 active apprentices in the trade. It is reported that there is little activity
- In 2010 the Canadian Glass Association announced a Glazing Contractors Association of MB would be established but it is not yet active.
- The committee discussed the possibility that glazier tasks are being subsumed into other trades and asked that the Branch engage in conversation with large contractors before a decision is made.
- The CLC will defer decision until the large contractors have been engaged for feedback.

- Employer Action Plan

- The CLC has been successful in bringing employers to the table to discuss the benefits of the apprenticeship and certification system.
- For future action the CLC will increase its outreach capacity in order to network with employers and industry in the community.
- Options for outreach activities will be brought forward to the next meeting.

- Employer Guide

- The Employer Guide is currently being updated, and branch staff informed the CLSC that a revised draft copy will be available to them in order to receive feedback.
- The committee noted that the draft guide is too big and a more succinct (2-4 pages at most) version would be more accessible to prospective employers.
- Committee members also suggested that the value of participating in apprenticeship needs to be clearer. A more positive message could be included, perhaps with testimonials from small or medium sized companies to show it's not just large contractors who participate.

- The Youth Action Plan
 - The biggest challenge identified by stakeholders is employer engagement.
 - The idea was discussed to establish regular meetings with educators or set up an ad hoc educators committee made up of secondary and post-secondary representatives.
- Meeting with International Brotherhood of Electrical Workers (IBEW), Local 2085
 - Russ Shewchuk and Chris Taran of the International Brotherhood of Electrical Workers, Local 2085 attended the CLSC meeting to discuss issues pertaining to the IBEW's participation in the apprenticeship and certification system. .
 - These issues included the potential for the IBEW to provide additional training opportunities; improving the online registration process; instructor qualifications; the timing of the release of marks; privacy policies; and pre-employment programs.
 - The CLSC engaged in discussion with the IBEW stakeholders and mentioned that since many of their concerns were operational in nature, Apprenticeship Manitoba could follow up with them in greater detail.

.4 Governance and Planning Standing Committee (GSC)

Allan Beach presented the notes from the January 22, 2014 meeting for acceptance.

Motion 2014.02.10 To accept the Governance Standing Committee notes as information.

Moved by Betty McInerney

Seconded by Ryan Einarson

Carried

- Policy Cafe – Summary of results

The summary of results from the Board Policy Cafe on Improving the Quality and Evaluation of On-the-job Training were presented as information to Board members. The results will go back to the Governance Standing Committee to determine next steps.

- Draft Strategic Plan 2014-2017

The Strategic Plan 2014-2017 was presented to the Board as a final draft. A PowerPoint presentation was conducted for the Year One 2014-2015 addendum. After Board approval the Board Chair will present the Strategic Plan 2014-2017, including Year One 2014-2015, to the Minister of Jobs and the Economy.

Motion 2014.02.11 To approve the Board's Strategic Plan 2014-2017, including Year One 2014-2015, with amendments.

Moved by Ron Koslowsky

Seconded by Betty McInerney

Carried

- Skills Matrix development

The Board discussed the Skills Competencies Matrix and reviewed the draft survey created for Board member feedback. Board members agreed to forward their suggestions for revisions to the Governance Standing Committee.

- Target Groups Advisory Committee

Allan Beach presented the notes from the January 17, 2014 meetings as information. The Target Groups Advisory Committee has completed its consultations with stakeholders and is drafting a final report for the Board's review and approval.

Motion 2014.02.12 *To accept the Target Groups Advisory Committee notes as information.
Moved by Marc Lafond
Seconded by Bruce Harris*

Carried

2014.02.04 CONTINUING BUSINESS

- Translated Regulations: Gas Turbine Repair and Overhaul Technician and Esthetician

2014.02.05 NEW BUSINESS

- Honourable Theresa Oswald, Minister of Jobs and the Economy, participated in a question and answer session with the Board.

2014.02.06 RECENTLY REGISTERED REGULATIONS (information only)

- Instrumentation and Control Technician

2014.02.07 FUTURE AGENDA ITEMS

2014.02.08 CORRESPONDENCE/INFORMATION

2014.02.09 NEXT MEETING / EVENTS

Next Board meeting: March 26, 2014

Highest Achievement Awards: April 2014

2014.02.10 ADJOURNMENT

The meeting adjourned at 4:10 p.m.

March 26, 2014

*Date approved by the
Apprenticeship and
Certification Board*



**Leonard Harapiak, Chair
Apprenticeship and
Certification Board**



**Alisa Ramrattan, Secretary
Apprenticeship and
Certification Board**