

Apprenticeship Manitoba

**Minutes of a Meeting
The Apprenticeship and Certification Board
111 Lombard Ave.
May 28, 2014
9:00 a.m. – 12:30 p.m.**

BOARD MEMBERS

In attendance:

| | |
|-------------------|--------------------------------|
| Blaikie, Daniel | Apprentice Representative |
| Beach, Allan | Employee Representative |
| Einarson, Ryan | Employer Representative |
| Harapiak, Leonard | Chair |
| Harris, Bruce | Employee Representative |
| Koslowsky, Ron | Employer Representative |
| Lauvstad, Doug | Employer Representative |
| Lafond, Marc | Employee Representative |
| McInerney, Betty | Employer Representative |
| Senff, Bob | Public Interest Representative |
| Stecy, Ron | Employee Representative |
| Ullman, Rick | Employee Representative |

Regrets:

| | |
|-----------------|--------------------------------|
| Campbell, Anita | Public Interest Representative |
| Siemens, Trent | Employer Representative |

Staff:

Cordella Friesen, Executive Director
Nancy Eller, Director, Training Standards
Julia Wiebe, A/Manager, Policy, Legislation and Board Operations
Benicia Campbell-Acevedo, Community Relations Coordinator

Guests:

2014.05.01

OPENING

1

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

.2

The agenda was approved as written.

Motion 2014.05.01 Moved by Betty McInerney

Seconded by Bob Senff

Carried

3

The Board minutes of March 26, 2014 were approved with edits.

Motion 2014.05.02 Moved by Allan Beach

Seconded by Bruce Harris

Carried

.4

N/A

2014.05.02

UPDATES: BOARD, DEPARTMENT

1

The Chair congratulated Cordella Friesen on behalf of the Board on her new role as the Executive Director of Apprenticeship Manitoba.

.2

Cordella Friesen updated the Board on organizational changes within Apprenticeship Manitoba and explained that due to these changes Leonard Harapiak has been asked to stay on as Board Chair for another year. Leonard will continue to provide stability and knowledge that will facilitate forward momentum during this time of transition.

Cordella Friesen and Doug Lauvstad provided an update on the Northern Trades Training Program. Manitoba Hydro has given \$3 million towards the new training program and this cost will be matched by the Government of Manitoba. The Northern Manitoba Sector Council will work with selected apprentices on skills upgrading and then match them with an employer in various industries in the north. The goal of this program is to create a talent pool in the north in high demand trades. A component of this program will have the apprentices work on the Keeyask site during construction.

There have also been a number of recent initiatives to engage youth in the trades. The Building for Tomorrow youth camps give students ages 9-16 an introduction to the trades. Apprenticeship Manitoba is also partnering with the Civil Service Commission for the Public Sector Apprenticeship Training Strategy to provide employment opportunities within government departments for individuals interested in the trades.

2014.05.03 COMMITTEE REPORTS

.1 Nominating Standing Committee (NSC)

No Report or Discussion

.2 Program Standards Standing Committee (PSSC)

Bob Senff presented the notes from the May 16, 2014 meeting for acceptance.

Motion 2014.05.03 *To accept the Program Standards Standing Committee notes as information.*

Moved by Ron Stecy

Seconded by Marc Lafond

Carried.

Discussion:

The Director of Training Standards asked if the Board would approve two stakeholder meetings to update industry on the national harmonization process and receive feedback on recommendations from the Canadian Council of Directors of Apprenticeship (CCDA). These meetings would focus on the trades of Crane and Hoisting Equipment Operator (Mobile Crane) and Carpenter, which are two out of the ten trades being assessed for the harmonization of apprenticeship and certification requirements. The CCDA Harmonization Task Force is a cross jurisdictional committee seeking harmonization across ten Red Seal trades, and will be making recommendations based on an analysis of current requirements as well as stakeholder consultations.

The Board made the following motion:

Motion 2014.05.04 *The Board supports hosting the information sessions.*

Moved by Marc Lafond

Seconded by Rick Ullman.

Carried.

Lather (Interior Systems Mechanic)

The Program Standards Standing Committee (PSSC) recommends to the Board the acceptance of the Lather (Interior Systems Mechanic) Technical Training Profile and Level Chart as the standard of technical training for the trade of Lather (Interior Systems Mechanic).

The Board made the following motion:

Motion 2014.05.05 *The Board accepts the Program Standards Standing Committee's recommendation to approve in principle both the proposed Level and Profile charts for the trade of Lather (Interior Systems Mechanic).*

**Moved by Allan Beach
Seconded by Rick Ullman**

Carried.

Truck and Transport Mechanic

The PSSC recommends to the Board the acceptance of the Truck and Transport Mechanic Technical Training Profile and Level Chart as the standard of technical training for the trade of Truck and Transport Mechanic.

The Board made the following motion:

Motion 2014.05.06 *The Board accepts the Program Standards Standing Committee's recommendation to approve in principle both the proposed Level and Profile charts for the trade of Truck and Transport Mechanic.*

**Moved by Ron Stecy
Seconded by Rick Ullman**

Carried.

Heavy Duty Equipment Technician

The PSSC recommends to the Board the acceptance of the Heavy Duty Equipment Technician Technical Training Profile and Level Chart as the standard of technical training for the trade of Heavy Duty Equipment Technician.

The Board made the following motion:

Motion 2014.05.07 *The Board accepts the Program Standards Standing Committee's recommendation to approve in principle both the proposed Level and Profile charts for the trade of Heavy Duty Equipment Technician.*

**Moved by Ron Stecy
Seconded by Betty McInerney**

Carried.

Boilermaker

The PSSC recommends to the Board the acceptance of the Boilermaker Regulation updates in principle as the standard for the trade of Boilermaker.

The Board made the following motion:

Motion 2014.05.08 *The Board accepts the Program Standards Standing Committee's recommendation to approve in principle the proposed Regulation for*

the trade of Boilermaker, with a recommendation that the Legislative Drafter consider if the scope of the trade accurately reflects the NOA for the trade of Boilermaker.

***Moved by Ron Stecy
Seconded by Allan Beach***

Carried.

Hairstylist

The PSSC recommends to the Board the acceptance of Hairstylist Technical Training Profile and Level Chart as the standard of technical training for the trade of Hairstylist. The PSSC also recommends to the Board the acceptance of the proposed Regulation for the trade of Hairstylist, and notes that the PSSC did not accept the PAC's recommendation to change the apprentice wages for Level 1 and Level 2.

The Board discussed the PAC's recommendation to lower apprentice wages in the trade of Hairstylist for Level 1 and Level 2. It was discussed that lowering apprentice wages is in conflict with the majority of consultation responses, and that maintaining the minimum wage rates for Hairstylist is in keeping with the Board's mandate to consider the interests of all parties in the decision-making process. The Board also discussed that if the issue is one of quality training, that this will be reviewed as a separate issue.

The Board made the following motions:

Motion 2014.05.09 The Board accepts the Program Standards Standing Committee's recommendation to approve in principle both the proposed Profile and Level charts for the trade of Hairstylist.

The Board accepts the Program Standards Standing Committee's recommendation to approve in principle the proposed Regulation for the trade of Hairstylist, which includes no changes to apprenticeship wages.

***Moved by Allan Beach
Seconded by Betty McInerney***

Carried.

Trade Deferral Process – policy

A policy has been drafted to outline a process for the deferral of trade regulation or technical training updates if they are unable to be completed by the end of the fiscal year for which the trade was identified on the Board's strategic plan. The approved policy will be posted on the Apprenticeship Manitoba website and publicly available.

The Board made the following motion:

Motion 2014.05.10 The Board accepts the Program Standards Standing Committee's recommendation to approve the drafted policy on the Trade Deferral Process as written.

Moved by Ryan Einarson

Seconded by Ron Stecy

Carried.

.3 Community Liaison Standing Committee (CLSC)

Leonard Harapiak presented the notes from the May 14, 2014 meeting for acceptance.

Motion 2014.05.11 To accept the Community Liaison Standing Committee notes as information.

**Moved by Marc Lafond
Seconded by Ron Stecy**

Carried.

Discussion:

CLC Mandate

The CLC members reviewed the terms of reference and discussed potential gaps in the committee mandate. The CLC members noted that a focus on increased outreach is needed. Discussions also included the need to increase clarification about how the standing committees intersect in order to create a long term developmental approach.

.4 Governance Standing Committee (GSC)

Allan Beach presented the notes from the May 15, 2014 meeting for acceptance.

Motion 2014.05.12 To accept the Governance Standing Committee notes as information.

**Moved by Betty McInerney
Seconded by Bob Senff**

Carried.

Discussion:

Annual Report

The Board reviewed the Governance Standing Committee's recommendation to accept the 2013-2014 Annual Report. The Annual Report outlines the Board's strategic priorities and the activities that occurred throughout the year to achieve those priorities. The Annual Report was accepted by the board with a minor revision.

The Board made the following motion:

Motion 2014.05.13 To accept the 2013-2014 Annual Report with amendments.

**Moved by Doug Lauvstad
Seconded by Bob Senff**

Carried.

Skills Matrix

The Board discussed the GSC's prioritized list of competencies and agreed that Board members should be provided educational and informational opportunities related to the skills identified in the matrix.

The Board made the following motion:

Motion 2014.05.14 *To accept the Governance Standing Committee recommendation to provide professional development opportunities.*

Moved by Betty McInerney
Seconded by Ron Koslowsky

Carried.

Minor Changes to Program Standards – policy

A policy has been drafted that will allow the Board to approve minor changes to program standards without necessitating a review by the Provincial Advisory Committee (PAC) for the relevant trade. Recommendations must be taken to the Program Standards Standing Committee for a review to determine if a change requires a PAC or if the recommendation for change can be taken to the Board. This policy is to allow for minor changes to program standards, such as when a provincial exam is changed to an interprovincial exam; or if a new unit is introduced for all trades. Such changes will not be added to the strategic plan, but the Board's annual report will reflect changes. The policy will be applied with discretion.

The Board made the following motion:

Motion 2014.05.15 *To accept the Governance Standing Committee recommendation to approve the Minor Changes to Program Standards policy.*

Moved by Bob Senff
Seconded by Ron Stecy

Carried.

2014.05.04 CONTINUING BUSINESS

Board Performance Training Sessions: members of the board are being encouraged to sign up for the upcoming fall sessions.

2014.05.05 NEW BUSINESS

Parking: A parking map will be distributed to Board members that will outline where parking is available during the day. The Board recieved clarification that they may claim parking, this new implementation will begin in the fall.

2014.05.06 RECENTLY REGISTERED REGULATIONS (information only)

Esthetician Regulation

2014.05.07 FUTURE AGENDA ITEMS

Policy Cafe – Target Groups Advisory Committee Report and Recommendations
Common Core for Piping Trades - on the Strategic Plan
Apprenticeship Futures Commission – status report
WDIS Organizational Chart
Labour Market Information
MOU with Labour – update
E-apprenticeship – update
111 Lombard integration – update
CCDA Foreign Qualifications Recognition – update

2014.05.08 CORRESPONDENCE/INFORMATION

2014.05.09 NEXT MEETING / EVENTS

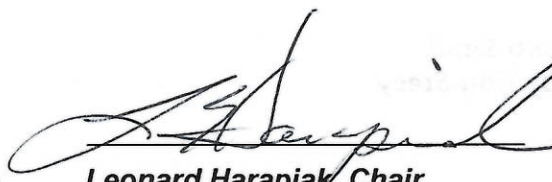
Next Board meeting: To be Announced

2014.05.10 ADJOURNMENT

The meeting adjourned at 12:30 p.m.

September 24, 2014

**Date approved by the
Apprenticeship and
Certification Board**


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


**Cordella Friesen, Secretary
Apprenticeship and
Certification Board**