

# APPRENTICESHIP AND CERTIFICATION BOARD MINUTES

111-100 LOMBARD AVENUE

MAY 13, 2015

## BOARD MEMBERS

Beach, Allan	Employee Representative
Blaikie, Daniel	Apprentice Representative
Campbell, Anita	Public Interest Representative
Charron, Brent	Employee Representative
Einarson, Ryan	Employer Representative
Friesen, Cordella	Secretary and Ex-Officio Member
Harapiak, Leonard	Chair
Harris, Bruce	Employee Representative
Kosiowski, Ron	Employer Representative
Lauvstad, Doug	Employer Representative
Lafond, Marc	Employee Representative
McInerney, Betty	Employer Representative
Senff, Bob	Public Interest Representative
Stecy, Ron	Employee Representative

## REGRETS

Siemens, Trent	Employer Representative
----------------	-------------------------

## STAFF

Cordella Friesen	Executive Director
Anne Janes	Director of Training Standards
Julia Tetrault	Manager, Policy, Legislation and Board Operations
Janice Peters	Board Co-ordinator
Kevin McPike	Policy and Program Development Consultant

**2015.05.01      OPENING**

**1. Call to Order**

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

**2. Approval of Agenda**

*Motion 2015.05.01                      To accept the agenda as written.*

*Moved by Allan Beach*

*Seconded by Bruce Harris*

*Carried.*

*All in favour   12 in favour   0 opposed   0 abstained*

**3. Approval of past minutes**

*Motion 2015.05.02                      To accept the February 18, 2015 meeting minutes as written.*

*Moved by Doug Lauvstad*

*Seconded by Anita Campbell*

*Carried.*

*All in favour   12 in favour   0 opposed   0 abstained*

**2015.05.02      UPDATES: BOARD AND EXECUTIVE DIRECTOR**

**1. Chair's Update**

Leonard Harapiak provided an update to the Board about a recent meeting he had with the Minister. During that meeting, the Minister reviewed and approved the Apprenticeship and Certification Board Strategic Plan for 2015-2016

Discussions also included the pending Board member vacancies due to upcoming term endings in June, 2015. Board members have raised concerns about the significant amount of experience and knowledge leaving the Board.

**2. Executive Director's Update**

Cordella Friesen informed the Board about the introduction of *The Certified Occupations Act* on May 6, 2015. The legislation outlines the parameters for designating occupations in Manitoba. This framework is separate from Apprenticeship and Certification Board and the apprenticeship certification system. The new Act is a flexible option for the development of competency-based occupation training that leads to certification.

In addition, Cordella provided an update on the Federation of Labour Market Ministers (FLMM) key priorities, which include harmonization/mobility, employer engagement and communication/coordination. Manitoba is dedicated to reducing barriers to apprentice mobility, and continues to support a formalized framework for the mutual recognition of provincial and territorial certification requirements across Canada.

Apprenticeship Manitoba is currently working on expanding an Apprenticeship Database partnership with the Atlantic Apprenticeship Departments.

### 3. Review of previous Board Meeting Evaluation

Leonard reviewed the February 18, 2015 meeting evaluation feedback.

## 2015.05.03 COMMITTEE REPORTS

### 1. Nominating Standing Committee (NSC)

Anita Campbell presented the Record of Proceedings from the May 08, 2015 meeting for acceptance.

**Motion 2015.05.03**                      *To accept the Nominating Standing Committee's May 08, 2015 notes as information.*

*Moved by Ron Stecy  
Seconded by Bob Senff  
Carried.*

*All in favour                      12 in favour   0 opposed   0 abstained*

#### Power Electrician

The NSC recommends to the Board that the following individuals be appointed to the Power Electrician PAC, each for a three year term, from July 01, 2015 to June 30, 2018.

NAME	REPRESENTATION	AREA	LENTH OF TERM
Kim Gibson	Chair	Rural	July 01, 2015-June 30, 2018
Richard Etsell	Employer	Rural	July 01, 2015-June 30, 2018
Don Malchuk	Employer	Urban	July 01, 2015-June 30, 2018
Kevin McLennan	Employee	Rural	July 01, 2015-June 30, 2018
David Ferguson	Employee	Rural	July 01, 2015-June 30, 2018

**Motion 2015.05.04**                      *The Board accepts all appointments to the Power Electrician PAC.*

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

*All in favour                      12 in favour   0 opposed   0 abstained*

#### Discussion:

##### PAC Application Form

The NSC presented an updated PAC application form for the Board's review, and discussed whether the requirement for individual applicants to acquire ten reference signatures is still necessary. Section 10.17 of the Board By-law provides an alternative to the ten signatures. It states that "if circumstances warrant, the Board may decide to accept less than 10 signatures." The Board requested that reference to this provision be incorporated into the PAC application form.

The Nominating Standing Committee recommends to the Apprenticeship and Certification Board the proposed revised PAC application form.

**Motion 2015.05.05**

**To accept the Nominating Standing Committee's recommendation to approve the proposed PAC Application form with revisions as stated.**

**Moved by Ron Stecy  
Seconded by Bob Senff  
Carried.**

**All in favour            12 in favour   0 opposed    0 abstained**

**2. Program Standards Standing Committee (PSSC)**

Bob Senff presented the Record of Proceedings from the April 22, 2015 meeting for acceptance.

**Motion 2015.05.06**

**To accept the Program Standards Standing Committee's April 22, 2015 notes as information.**

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

**All in favour            12 in favour   0 opposed    0 abstained**

**Discussion:**

Insulator (Heat and Frost)

At the Board's direction, the PSSC met with the Chair of the Insulator (Heat and Frost) PAC to gain further understanding about the rationale behind the PAC's recommendation to lower minimum wage rates. After this discussion, the PSSC determined that the issue should be referred back to the PAC for further discussion and to revise the recommendation on wages.

This item was provided to the Board as information only.

Roofer

The PSSC recommends that the Board accept the proposed Roofer Profile Chart and Level Chart as the standard form of technical training for the trade of Roofer.

**Motion 2015.05.07**

**To approve the proposed Roofer Profile Chart and Level Chart as the standard form of technical training for the trade of Roofer**

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

**All in favour   12 in favour   0 opposed    0 abstained**

## Welder

On September 24, 2014, the Board approved the PSSC's recommendation that the Welder PAC distribute a Welder Practical Exam Consultation Discussion Guide (guide) to industry. The guide was distributed to the Welder industry in December 2014.

Twelve responses were received from large companies. The majority of the responses received supported the continued use of Canadian Welding Bureau (CWB) practical testing.

A review of Welder technical training has been postponed until the harmonized sequencing is confirmed by the Canadian Council of Directors of Apprenticeship Harmonization Committee.

This item was presented to the Board as information only.

### 3. **Community Liaison Standing Committee (CLSC)**

No update. The next meeting is currently scheduled for May 20, 2015.

### 4. **Governance Standing Committee (GSC)**

Allan Beach presented the notes from the April 17, 2015 meeting for acceptance.

***Motion 2015.05.08***

***To accept the Governance Standing Committee's April 17, 2015 notes as information.***

***Moved by Brent Charron***

***Seconded by Doug Lauvstad***

***Carried.***

***All in favour 12 in favour 0 opposed 0 abstained***

## **Discussion:**

### Annual Report

The GSC presented the draft 2014-2015 Annual Report for the Board's review and approval.

***Motion 2015.05.09***

***To accept the GSC's recommendation to approve the draft 2014-2015 Annual Report.***

***Moved by Marc Lafond***

***Seconded by Bob Senff***

***Carried.***

***All in favour 12 in favour 0 opposed 0 abstained***

## Time Credit Policy

The GSC presented a draft of the Time Credit for On-the-Job Experience in Compulsory Trades policy for the Board's information. This policy is an Apprenticeship Manitoba branch policy as the granting of time credit falls under the discretion of the Executive Director.

## Board Training

The GSC presented an update to the Board about potential Board training opportunities. It is expected that a training session will be developed over the next few months and be implemented in fall 2015.

### **2015.05.04 CONTINUING BUSINESS**

1. The Board received the February 19, 2015 branch update meeting notes for information.

### **2015.05.05 NEW BUSINESS**

1. Board Policy Cafe – CCDA Report on Completions (1-3pm)

### **2015.05.06 BRANCH UPDATE**

1. Update on the Apprenticeship Futures Commission

The Board was provided a status update on the Apprenticeship Futures Commission (AFC) recommendations.

Following a series of public consultations across Manitoba in 2008, the AFC submitted its final report with 23 recommendations concerning the strategic direction of Manitoba's apprenticeship and certification system.

To date, all 23 recommendations have been partially or fully implemented. Next steps include designing a pamphlet outlining the status update. This document will be available on Apprenticeship Manitoba's website.

2. Harmonization Project Updates

The Board received an update on the harmonization project. The CCDA Harmonization Initiative involves harmonization of apprenticeship technical training across ten apprenticeship trades. The CCDA has based its recommendations on :

- Standardizing Red Seal trade names
- Standard number of levels to complete apprenticeship training for each trade
- Coordinating total practical and technical hours of training (hours may vary based on how many hours are assigned to in classroom versus on-the-job training)
- Applying consistent sequencing of technical training curriculum (which allows apprentices to move from one region to another without concern that they will need to repeat training)

In January and February 2015, provincial and territorial stakeholders were consulted. CCDA incorporated the positive national industries and training stakeholders' feedback into the recommendations.

The CCDA continues to work with industry towards completing the first ten Red Seal trades within the Harmonization Initiative by September 2016. By 2019, approximately thirty trades will be reviewed for harmonization.

**2015.05.07 RECENTLY REGISTERED REGULATIONS (information only)**

**2015.05.08 FUTURE AGENDA ITEMS**

**2015.05.09 CORRESPONDENCE/INFORMATION**

**2015.05.10 NEXT MEETING / EVENTS**

The next Board meeting is scheduled for June 18, 2015

**2015.05.11 ADJOURNMENT**

The meeting adjourned at 3:15 p.m.

*June 18, 2015.*

*Date approved by  
the Apprenticeship  
and Certification  
Board*

*Leonard Harapiak, Chair  
Apprenticeship and  
Certification Board*

*Cordelia Friesen, Secretary  
Apprenticeship and  
Certification Board*

