

APPRENTICESHIP AND CERTIFICATION BOARD MINUTES

100- 111 LOMBARD AVENUE

JANUARY 06, 2016

BOARD MEMBERS

Campbell, Anita	Public Interest Representative
Charron, Brent	Employee Representative
Ducharme, Steve	Employee Representative
Harris, Bruce	Employee Representative
Hajer, Jesse	A/Secretary and Ex-Officio Member
McInerney, Betty	Employer Representative
Miller, Harvey	Employer Representative
Munro, Colleen	Employer Representative
Senff, Bob	Public Interest Representative
Webb, Ken	Employer Representative

REGRETS

Graveline, Natasha	Apprentice Representative
Lafond, Marc	Employee Representative
Keeper, Michael	Employee Representative
Siemens, Trent	Employer Representative
Wilson, James	Chair

GUESTS

Dunn, Scott	Manitoba Hydro
	Manitoba Hydro
Chornoby, Todd	

STAFF

Janes, Anne	A/Director, Certification Standards and Legislation
McPike, Kevin	A/Manager, Policy, Legislation and Board Operations
Peters, Janice	Apprenticeship and Certification Board Co-ordinator

2016.01.01

OPENING

1. Call to Order

The Chair called the meeting to order at 9:09 a.m.

2. Approval of Agenda

Motion 2016.01.01

To accept the agenda as written.

Moved by Marc Lafond

Seconded by Brent Charron

Carried.

All in favour 9 in favour 0 opposed 0 abstained

3. Approval of past minutes deferred to the next scheduled Apprenticeship and Certification Board meeting.

2016.01.02

UPDATES: BOARD AND EXECUTIVE DIRECTOR

1. Chair's Update

Bob Senff, the Apprenticeship and Certification Board (Board) Vice-Chair advised that there were no updates.

Review of the Post Training Letter received from Hugh Goldie, facilitator, Exchange Group, deferred to the next Board meeting.

2. Executive Director's Update

Jesse Hajer, the Acting Secretary and Ex-Officio Member, indicated that he has been meeting with stakeholders over the past two months to discuss industry concerns and issues. Apprenticeship Manitoba strives to be responsive and proactive in providing exceptional services to Manitobans. Apprenticeship Manitoba continues to improve the delivery of the apprenticeship system by making sure apprentices attend technical training on a timely basis, and ensure classes are not cancelled and continue to engage industry. Jesse also indicated his interest in bringing forward more policy issues to the Board for advice going forward.

3. Review of previous Board Meeting Evaluation

Review of the October 21, 2015 meeting evaluation feedback deferred to the next scheduled Board meeting.

2016.01.03

COMMITTEE REPORTS

1. Nominating Standing Committee (NSC)

No update. The next meeting is currently in the process of being scheduled.

2. Program Standards Standing Committee (PSSC)

No update. The next meeting is currently in the process of being scheduled.

3. Community Liaison Standing Committee (CLSC)

No update. The next meeting is currently in the process of being scheduled.

4. Governance Standing Committee (GSC)

Strategic Plan: PAC Appointment Process & Review of Regulatory technical training process deferred to the next scheduled Board Meeting

2016.01.04

CONTINUING BUSINESS

1. Powerline Technician (PLT)

The Board, Apprenticeship Manitoba (AM) and Manitoba Hydro have worked closely to finalize the Powerline Technician (PLT) Trade Regulation. The Board reviewed the draft regulation at its December 09, 2015 meeting and determined the PLT Trade Regulation would go to consultation.

The Consultation Discussion Guide was circulated to industry on December 23, 2015 and closed on January 04, 2016. Five industry comments were received in response to the Consultation Discussion Guide. A number of industry stakeholders outside of Manitoba Hydro voiced broad support for designating PLT as a trade in Manitoba and the benefits that the apprenticeship and certification system will bring, including access to subsidized technical training and essential skills supports. One industry response raised safety concerns.

A robust discussion regarding the industry comments ensued. Industry concerns were raised regarding the proposed PLT tasked-based 4:1 ratio and the potential safety issues. It was confirmed that the 4:1 ratios were implemented on limited, specialized tasks specific to Manitoba Hydro only. Employers and apprentices who are not employed with Manitoba Hydro (including contractors) must adhere to *the Apprenticeship and Certification General Regulation (General Regulation) 1:1* ratio. Board members concluded that Manitoba Hydro demonstrated stringent guidelines and training models that reflect accountability on the 4:1 ratio.

Manitoba Hydro representatives joined the meeting and provided a presentation on the current PLT program offered within Manitoba Hydro. The representatives indicated that the training is among the best training programs in Canada and widely recognized internationally. Training is currently offered in Stonewall Manitoba. A training facility is scheduled to open in Gillam, Manitoba.

Board members questioned if a fourth year level apprentice can supervise apprentices in levels one, two and three. Manitoba Hydro advised that a fourth year Manitoba Hydro apprentice would have the opportunity to supervise the junior apprentices on entry level tasks, and only

after the junior apprentices has demonstrated competency in the task under the supervision of a journey person. It was also confirmed by Manitoba Hydro that a journey person is always present to assist apprentices, especially during the fourth year level apprentices' mentorship training and that hazardous tasks are monitored at all times by qualified journey persons.

Manitoba Hydro expressed that maintaining the integrity and structure of their current training program is of paramount importance and their terms of their participation in a PLT apprenticeship program, including the process for the development of the regulation and the governance structure of the proposed trade.

The Board noted that the value of a PLT Apprenticeship program would be significantly reduced without Manitoba Hydro's participation, as Manitoba Hydro employs the vast majority of workers in the industry. The Board also noted that Manitoba Hydro is currently the only training provider equipped and able to deliver the capital intensive technical training for PLT, and has also indicated that it is willing and supportive of discussions to include non-Hydro employees in technical training at its facilities.

The majority of the Board supported the proposed regulation.

Motion 2016.01.03

To approve-in-principle the proposed PLT trade regulation and approve translation into regulation certificates for final approval by the Board Chair and the Minister of Jobs and the Economy.

Moved by Anita Campbell

Seconded by Betty McInerney

Carried.

All in favour 5 in favour 1 opposed 2 abstained

2. Heavy Duty Equipment Technician (HDET) Trades Qualification Applications – CN Letter

In September 2015, Canadian National Railroad (CN) submitted 11 Trade Qualification applications in the Trade of Heavy Duty Equipment Technician on behalf of their employees who were enrolled in a 13 week exam preparation course and had experience in the Diesel Engine Mechanic trade. Scope of trade assessments conducted by the Branch for each of the applicants revealed significant gaps in their on-the-job work experience.

Apprenticeship Manitoba staff met with CN in December 2015 to discuss this issue and options for solution.

The A/Secretary and Ex-Officio Member requested that the Board provide guidance regarding Apprenticeship Manitoba's response to CN's request. The following solutions are being proposed for consideration:

- Approve CN's request in isolation and on this occasion only with the condition that certification examinations are sealed and not graded until candidates can demonstrate sufficient on-the-job experience.

Apprenticeship Manitoba

- Establish a branch policy prescribing the criteria and procedures for considering and approving cross trade credit for trades qualification candidates
- Partner with CN to develop a training program that responds to CN's unique business model and meets on-the-job training criteria for trades qualification applicants required by the General Regulation.

The Board discussed CN's request and established that it would not be fair to allow the applicants to write and seal the exam until the applicants could demonstrate the ability to meet the requisite on the job experience. In no other circumstances are exams sealed and kept from apprentices. Board members concluded that the applicants should not challenge the exam if the applicants have not met the hours and seventy percent scope of trade requirements. Board members expressed that the integrity of the Apprenticeship and Certification System must be maintained and industry standards upheld.

The Board advised that AM should continue to work on establishing a policy and criteria for considering cross trade credits for trade qualification candidates.

In addition, the Board supported partnership with CN to develop a training program that responds to CN's needs.

In response to the branch's request for advice and guidance, the Board formalized its advice through the following non-binding motions:

Motion 2016.01.04

That Apprenticeship Manitoba deny CN's request to allow its 11 candidates to write the certification examination for the trade of Heavy Duty Equipment Technician in isolation and on this occasion only with the condition that certification examinations are sealed and not graded until candidates can demonstrate sufficient on-the-job experience.

Moved by Anita Campbell

Seconded by Betty McInerney

Carried.

All in favour 9 in favour 0 opposed 0 abstained

Motion 2016.01.05

That a branch policy prescribing the criteria and procedures for considering and approving cross trade credit for trades qualification candidates be developed and returned to the Board at a later time for review

Moved by Ken Webb

Seconded by Harvey Miller

Carried.

All in favour 9 in favour 0 opposed 0 abstained

Motion 2016.01.06

That Apprenticeship Manitoba partner with CN to develop a training program that responds to CN's unique business model and meets on-the-job training criteria for trades qualification applicants.

**Moved by Betty McInerney
Seconded by Steve Ducharme
Carried.**

All in favour 9 in favour 0 opposed 0 abstained

2016.01.05

NEW BUSINESS

1. No new business.

2016.01.06

BRANCH UPDATES

1. No updates.

2016.01.07

RECENTLY REGISTERED REGULATIONS / INFORMATION

1. No recently registered regulations.

2016.01.08

FUTURE AGENDA ITEMS

1. Strategic Plan: PAC Appointment Process & Review of Regulatory technical training process

2016.01.09

CORRESPONDENCE / INFORMATION

1. No correspondence update.

2016.01.10

NEXT MEETING & EVENTS

1. Late February or early March 2016.

2016.01.11

ADJOURN

1. Meeting adjourned at 12:04pm.

March 23, 2016

Original signed by

Original signed by

*Date approved by the
Apprenticeship and
Certification Board*

*James Wilson, Chair
Apprenticeship and
Certification Board*

*Jesse Hajer, A/Secretary
Apprenticeship and
Certification Board*