

# Apprenticeship

*A partnership for industry training*

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**PTAC mandate:**

To determine the qualifications and experience required for certification in the designated trades;  
To recommend upgrading standards and the endorsement of qualification for people who meet the required standards &  
To provide input into the content of regulations made or proposed to the trades

April 17, 2009

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<p><b>Competitiveness, Training &amp; Trade</b></p> <p><a href="http://www.gov.mb.ca/tradecareers">www.gov.mb.ca/tradecareers</a></p>	<p><b>RECORD OF DECISIONS</b></p> <p><b>PARTSPERSON</b></p> <p><b>PROVINCIAL TRADE ADVISORY COMMITTEE</b></p>
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<p>HELD ON</p>	
<p><b>DAY &amp; DATE:</b></p> <p><b>TIME:</b></p> <p><b>PLACE:</b></p>	<p><b>Friday, September 25, 2009</b></p> <p><b>9:00 am - 12:15 pm</b></p> <p><b>Room 1014 – 401 York Avenue</b></p> <p><b>Winnipeg MB R3C 0P8</b></p>

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<p>Room 1010, 401 York Avenue Winnipeg MB R3C 0P8</p>	<p>PTAC Member Suggestion Box: <a href="mailto:glenda.gagne@gov.mb.ca">glenda.gagne@gov.mb.ca</a></p>	<p>Telephone: (204) 945-1547 Facsimile: (204) 948-2539</p>
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<b>PARTSPERSON PROVINCIAL TRADE ADVISORY COMMITTEE</b>
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<b>IN ATTENDANCE</b>	<b>ORGANIZATION</b>	<b>Member Type</b>	<b>VOTE - NO VOTE</b>
Bert Gregoire	Enns Bros.	ER	NV
Rick Scanlan	Manitoba Hydro	EE	V
Chester Wawrzyniak	Parts Source	ER	V
Philip Grandmont	Canada West Equipment Association	ER	V

<b>Regrets</b>	<b>Organization</b>
Karen Moroz	Heads-Up Automotive Machine Shop

<b>STAFF</b>	<b>TITLE</b>
Raymond Klassen	Apprenticeship Training Coordinator
Ryan Paradis	Community Relations Coordinator
Joyce Joyal	Program Development Coordinator
Glenda Gagne	Administrative Assistant, PTAC Unit

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Agenda Item #	Notes	Decisions/ Actions/ Motions	Status: Bring Fwd./Open/ Closed.
6.1	<b>Welcome and Introductions</b>		Closed.
6.2	<b>Call to Order</b>		Closed.
6.3	<b>Approval of Records of Decision dated April 17, 2009.</b>	Motion: To approve the Partsperson Record of Decisions dated April 17, 2009. M: Philip Grandmont S: Chester Wawrzyniak Carried.	Closed.
6.4	<b>Approval of Agenda dated September 25, 2009</b>	<b>MOTION:</b> Motion to approve the Partsperson PTAC Agenda dated September 17, 2009 M: Chester Wawrzyniak S: Rick Scanlan Carried.	Closed.
6.5	<b>Business Arising:</b>		
6.5.1	<b>Apprenticeship Training Coordinator (ATC) Update</b>	Raymond Klassen addressed this agenda item. He reported on the statistics regarding apprenticeship activity as follows: <ul style="list-style-type: none"><li>Total Number of Apprentices = 30</li></ul>	Closed. Information Item.

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Agenda Item #	Notes	Decisions/ Actions/ Motions	Status: Bring Fwd./Open/ Closed.
	<ul style="list-style-type: none"> <li>▪ Number of Apprenticeship Applications Pending = 0</li> <li>▪ Number of Senior Years Apprenticeship Option (SYAO) apprentices = 13</li> </ul> <p><u>Interprovincial (IP) Exam Statistics:</u>                      Raymond reported that nine Trades Qualification exam candidates wrote the IP exam and eight were successful.</p> <p><u>Summary of Apprenticeship Training:</u></p> <ul style="list-style-type: none"> <li>- Apprentices at Start of reporting period = 23</li> <li>- New Registrations = 13</li> <li>- Cancellations = 7</li> <li>- Terminations = 5</li> <li>- Reinstatements = 1</li> <li>- Completed Apprentices = 0</li> <li>- Apprentices at end of reporting period = 25</li> </ul> <p>Ray informed the committee there are currently 3 levels of training being offered on line through Kelsey in Saskatchewan. He has completed orientation with six (6) students. They have a password, user id and have been oriented on the program.</p>		

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6.5.2 Marketing Update	Ryan Paradis addressed the committee on Apprenticeship Manitoba's ad campaign. He informed the committee of the next phase: <ul style="list-style-type: none"> <li>• the description for partsperson has changed on the wall chart ( dealership, warehouse, distribution, tool cribs)</li> <li>• now on facebook and blogging</li> <li>• targeting employers</li> <li>• billboards and transit (October 12, 2009)</li> </ul>		
6.5.3 Program Standards Updates	Joyce Joyal continued the review of the National Occupational Analysis (NOA). The committee members made suggestions for changes.  Joyce and the committee validated and weighed the NOA.		Closed.
5.6 Discussion Items	No discussion items at this time.		
<b>5.7 Next Meeting / Future Agenda Items</b>	The next meeting date is tentatively September 1, 2010.		
5.11 Adjournment	The Partsperson PTAC meeting adjourned at 3:35p.m.	<u>MOTION:</u> Motion to adjourn. M: Chester Wawrzyniak S: Philip Grandmont Carried.	Closed.

*Minutes Recorded by Glenda Gagne, Administrative Assistant, PTAC Support Unit*