

**Minutes of the 91th
Provincial Apprenticeship and Certification Board Meeting
April 14, 2016
Conference Call**

BOARD MEMBERS PRESENT:

David Harris	-	Chair
Sandra E. Bishop	-	Director (ATCD)
Karen Walsh	-	At-Large Representative
James Loder	-	Employer Representative
Martin Harty	-	Employee Representative-(Alternate)
Travis White	-	Employer Representative-(Alternate)
Mike Goosney	-	Employee Representative
James O'Neill	-	At-Large Representative-(Alternate)
Annie Randell	-	At-Large Representative
Karen Rowe	-	At-Large Representative

BOARD MEMBERS ABSENT:

Eil Dean	-	Employee Representative
Angela Rowsell	-	Employee Representative
Mike Lee	-	Employer Representative
Gerry Shea	-	Employee Representative
Gordon Dunphy	-	At-Large Representative
Craig Randell	-	Employer Representative

RECORDING SECRETARY:

Paula Dobbin

INVITEES:

**Dean Byrne
Wendy Robinson**

Call to Order:

The meeting commenced at 9:05 a.m. on April 14, 2016.

On behalf of the Board, The Chair would like to send condolences to Laura and her family on the passing of her son, John Cowan.

1. Approval of Agenda:

MOTION:

A motion was passed by Annie Randell and seconded by Jim O'Neill to approve the agenda as presented.

Sandra Bishop would like to add to the agenda an Update on the 2016 Budget that will be presented today at 2 P.M. Sandra would then contact the Chair to discuss first hand before it is released to the public.

2. Quorum/Attendance:

The Chair, David Harris confirmed that there was a full quorum.

3. Approval of PACB Minutes 90th Meeting:

MOTION:

A motion was passed by Travis White and seconded by Karen Walsh to adopt the minutes of the 90th meeting as presented.

4. Business Arising from Minutes-Director

Action items for the 90th meeting:

- i. Vice Chair when Chair cannot attend - The Board came to an agreement that there would be a nomination for a member to be Vice Chair when the Chair cannot be available. James Loder and Jim O'Neill were nominated. A vote will take place after the meeting and members will email Paula Dobbin with their choice.

A motion was passed by Karen Walsh and seconded by Martin Harty to vote a Vice Chair in the absence of the Chair.

- ii. Presentation by Labour Market Division – the next face to face meeting Sandra will ask for a presentation by Labour Market Division.
- iii. Completions of course by instructor – This has been a standing action item for some time and the Board would like a heavier stand on it. Sandra did speak to Jacqueline Power (Director of Literacy and Institutional Services) about training for instructor and not meeting the needs. It is in review and would like to wait for a couple of months till it is clearer. The Board raised some concerns on this being unsolved and needs timeline to make a decision. Sandra will ask for a specific time line from Jacqueline. Fall PACB meeting to re-evaluate. It will be on the agenda as standing discussion.

A motion was passed by Travis White and seconded by James O’Neill to have the completions of courses by instructors on a standing agenda

- iv. MUN “On The Move Partnership” for Mobility letter for James Loder- Sandra, James Loder and the Chair will have a discussion on the role that will be played by James Loder and Sandra will draft a letter and the Chair will approve and sign.
- v. Policy for Board members that do not attend meetings – Sandra will reach out to members not attending meetings and draft a policy for the next face to face meeting.

5. Routine Business – Sandra Bishop

Addition of Safety Courses to pre-employment program

Some Board members felt that the safety courses should be a part of the pre-employment curriculum and expressed concerns over the cost for new apprentices having to pay for safety courses which is a condition of employment.

Some issues raised included the fact that presently all aspects of apprenticeship training is covered 100%, and it would be difficult to obtain coverage for safety courses. Other students attending non-skilled trades training who require safety courses are required to pay for them and it would be difficult for training intuitions to explain why only skilled trades students receive coverage for this.

Given the above the Board agreed that training institutions should submit proposals to AES to obtain funding for delivery of safety courses. Sandra will have discussions with Walt Mavin (Director of Labour Market Development Division).

5. a Plans of Training

Three new Atlantic Apprenticeship Curriculum Standards (AACS) are ready for implementation: **Carpenter, Welder and Metal Fabricator**. Level one (1) will be implemented during the 2016/2017 training year and subsequent levels to be implemented each new training year until all levels are implemented.

The Provincial Plan of Training (POT) for Entry Level for these three (3) trades, have been aligned with the new AACS Level one (1) and have a mandatory implementation of September 2016. Because the alignment to the POT for these trades is minor, it has been reflected as an amendment, not as a new POT therefore does not require PACB approval. The Division is updating the PACB of the amendments for information purposes only.

Motion by Karen Walsh and seconded by Travis White to approve the AACS for Carpenter, Welder and Metal Fabricator and implement 2016/2017 training year.

Cook and Bricklayer

Cook and Bricklayer had a September 2015 Level one implementation date. Level two (2) for both trades will be implemented during the 2016/2017 training year. In both trades, Entry level has been aligned to reflect the level one (1) of the AACS. Because the alignment to the POT for these trades is minor, it has been reflected as an amendment, not as a new POT therefore does not require PACB approval. The Division is updating the PACB of the amendments for information purposes only.

Ironworker

Because of National Harmonization alignment and sequencing, the Ironworker POT will require minor adjustments to come in line with the National initiative. The alignment to the POT for Ironworker will be reflected as an amendment, not as a new POT therefore does not require PACB approval. The Division is updating the PACB of the amendments for information purposes only.

Mobile Crane Operator (MCO)

Because of National Harmonization alignment and sequencing, the MCO POT will require minor adjustments to come in line with the National initiative. The alignment to the POT for MCO will be reflected as an amendment, not as a new POT therefore does not require PACB approval. The Division is updating the PACB of the amendments for information purposes only.

The PACB was briefed on the new way provincial POTs are to be developed for the Atlantic Harmonized trades. Provincial POTs for those trades will only consist of Entry Level (pre-employment) training. Advisory committees will be responsible for developing Entry Level training and aligning it with Level one of the AACS. All apprentices, those with Entry Level completed on a provincial POT or Level one (1) completed on an AACS will all meet at Level two (2) of the AACS and continue to complete the rest of their training as outlined in the AACS. This will cause only 1 stream of training after Level one (1). Those with an Entry Level program complete will receive advanced standing for Level one, as long as it aligns with the AACS and all the hours for the Entry Level program.

The new log book for Bricklayer and Cook will be mailed out to all board members by Paula Dobbin

- 5. b Accreditations:**
 - i. 5 year Re-accreditation report**

**Motion by Travis White and seconded by Karen Walsh to accept and approve the Entry Level Steamfitter/Pipefitter program with Academy Canada, Corner Brook for a 5 year re-accreditation. Expiry date: December 12, 2020.
Abstained by James Loder**

Motion by Martin Harty and seconded by Karen Row to accept and approve the Entry Level Powerline Technician program with Die-Trac Technical Institute, for a 3 year accreditation. Expiry date: April 14, 2019. Temporary waiver of training.

Motion by Jim O'Neill and seconded by Annie Randell to defer the accreditation program of Metal Fabricator with CONA, Port aux Basque for a 5 year term.

5. c Report on Advisory Committee Activities

Sandra provided an update on the Advisory Committee activities held between the months of January – March 2016.

6. New Business – Sandra Bishop

- a. Update on Designated Trainer Review** – There has been a discussion on this whether to suspend it or go ahead with it. In the next face to face meeting in May there will be feedback on this and the approach. Stakeholders focus group on industry and what it would look like. Will be completed by September and the Fall meeting there will be further updates.
- b. Atlantic Mobility Policies**
 - i. Atlantic Apprenticeship Pre-Employment Recognition** - This policy was in the package sent to all board members for their review. Dean Byrne led the discussions on this with the board.
 - ii. Atlantic Apprenticeship Recognition of Work experience and Technical Training- Permanent Transfer**- document has been passed out on this policy to the Board for their review and Dean Byrne led the discussions on this with the board.
 - iii Atlantic Apprenticeship Recognition of Work experience and Technical Training- Temporary Transfer** - document has been passed out on this policy to the Board for their review and Dean Byrne led the discussions

Motion by Jim O'Neill and seconded by Annie Randell to accept all 3 policies presented by Dean.

7. Date and location of next meeting - May 18, 2016. This will be a 1 day face to face meeting. Further details will be emailed out to each board member.

8. Action Items:

1. Follow up on board members not attending meetings.
2. Safety courses. This is more of a training institution issue. Check with LabourMarket division to see if there are funding opportunities.
3. Letter from the Chair before next meeting to campus administrative that is deferred the accreditation on what is being done to keep the ratio aligned.
4. Update on Designated Trainer Review.

9. Meeting was adjourned at 11:30 a.m.