

Apprenticeship and Certification Board 2018-2019 Annual Report



Manitoba 

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Message from the Chair



Kelvin Goertzen
Minister of Education and Training
Room 168, Legislative Building
450 Broadway
Winnipeg, Manitoba R3C 0V8

Dear Minister,

On behalf of the Apprenticeship and Certification Board, I am pleased to submit the Annual Report for the fiscal year of April 1, 2018 to March 31, 2019.

As mandated by The Apprenticeship and Certification Act, the Board is required to develop a strategic plan based on consultations with stakeholders, and then report on the accomplishments of the strategic plan through an annual report. The Annual Report provides an opportunity for the Board to be accountable for its work and to report on the accomplishments of the preceding year.

Though the Board has responsibility for setting the legislative and policy framework for the delivery of services, we acknowledge that it is the dedicated efforts of the management and staff at Apprenticeship Manitoba that transform our goals into effective services that prioritize the needs of clients. We would like to thank Cordella Friesen for her work with the Board as interim Executive Director of Apprenticeship Manitoba, and wish her well in her new role. Additionally, the Board welcomes David McCutcheon as the incoming Executive Director, and looks forward to building a collaborative relationship with him and his staff.

The Board also would like to acknowledge the many participants in the apprenticeship and certification system who support the Board's work, including the organizations and stakeholders within Manitoba as well as our interprovincial counterparts.

We look forward to continuing to work with you and your department to meet Manitobans' growing expectations for apprenticeship training and trades certification.

Sincerely,

Original signed by

Ken Webb
Apprenticeship and Certification Board Chair

Overview

The Apprenticeship and Certification Board (Board) is mandated to coordinate a relevant, accessible and responsive apprenticeship and certification system in Manitoba. The Board is responsible for:

- Promoting apprenticeship and certification;
- Supporting employer and employee participation in apprenticeship and certification;
- Advising the minister about training needs and Manitoba's labour market needs for skilled tradespersons; and
- Participating in interprovincial apprenticeship initiatives.

The Board is comprised of a Chair and a maximum of 14 other members, appointed by the Minister of Education and Training. The Chair is the official spokesperson for the Board, and is responsible for the communications between the Board and the

Minister. Five members represent the interests of employees, five members represent the interest of employers, two members represent the public interest and one non-voting member represents the interests of apprentices. The Board, in turn, appoints Provincial Advisory Committees (PACs) from which it receives and reviews recommendations about trade regulations, training standards, examinations, and certification requirements.

Apprenticeship Manitoba provides the necessary technical and administrative support to the Board, its committees and the PACs. The Executive Director of Apprenticeship Manitoba is the Secretary and Ex-Officio Member to the Board, and is the main contact for interprovincial and pan-Canadian apprenticeship Initiatives. The Executive Director also represents Manitoba at the Canadian Council of Directors of Apprenticeship (CCDA).



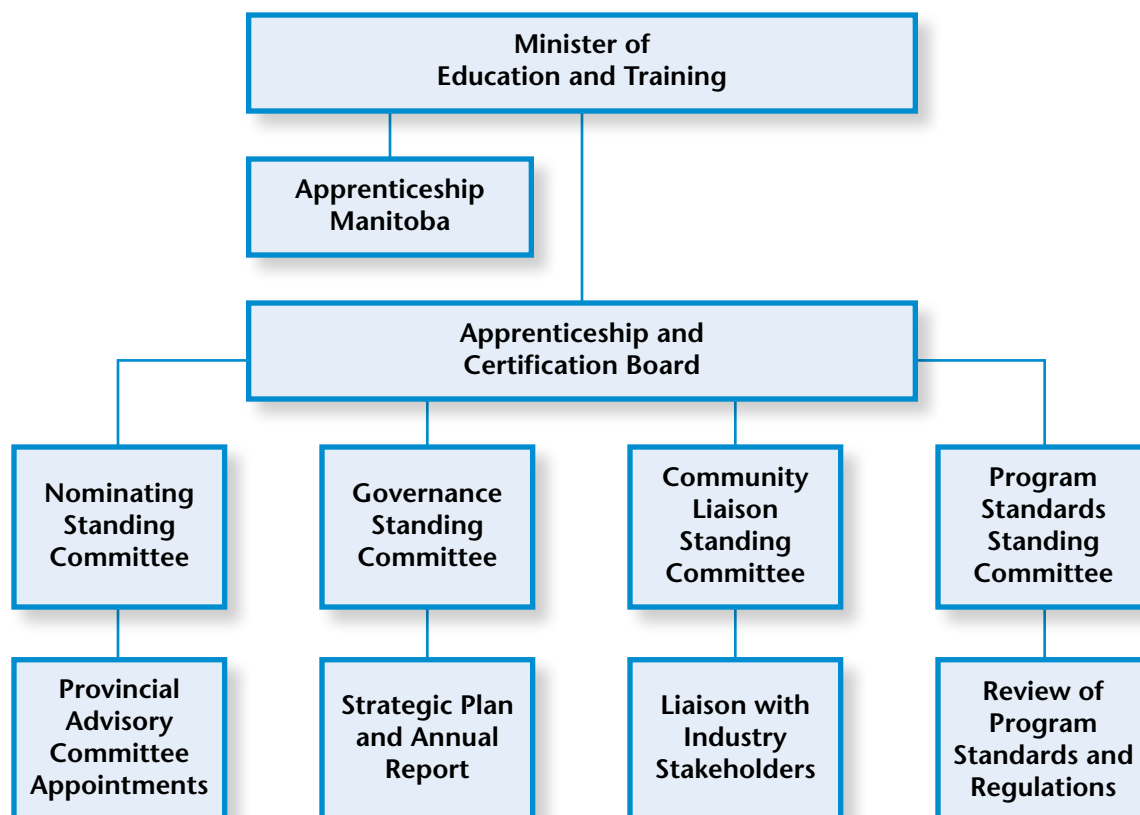
The Apprenticeship and Certification Board

Left to right: Bruce Sloane, Geoff Sine, Harvey Miller, Ken Webb, Betty McInerney, David McCutcheon and Bruce Harris
Missing: Brent Charron, Steve Ducharme, Lori Garet, Michael Keeper and Karen Roe

Organization

The Board has four Standing Committees that are solely comprised of Board members:

1. **Governance Standing Committee (GSC):** The GSC advises the Board regarding the development of the strategic plan and annual report. The GSC also reviews the roles and responsibilities of the Board and its committees, makes recommendations related to the Board structure, and develops a process for assessing Board effectiveness.
2. **Community Liaison Standing Committee (CLC):** The CLC serves as a liaison between the Board and stakeholders in the apprenticeship system, and works to build and maintain relationships with stakeholders. The CLC also advises the Board about Manitoba's needs for skilled and trained tradespeople, and provides recommendations for how to meet those needs.
3. **Program Standards Standing Committee (PSSC):** The PSSC develops and revises apprenticeship programs, including content, training standards and examinations, and the qualifications required for certification in designated trades. The PSSC also updates qualifications as well as the content of regulations respecting designated trades.
4. **Nominating Standing Committee (NSC):** The NSC is responsible for all aspects related to the recruitment and nomination of Provincial Advisory Committee (PAC) members. It establishes and maintains a list of potential candidates for appointment to PACs and other committees established by the Board.



Vision

Skilled Workforce

- Successful apprentices
- Empowered stakeholders
- Client-centred collaboration

Mission

Leading an industry-driven, integrated training and certification system that delivers a sustainable, skilled Manitoba workforce.

The Board ensures accountability by:

- Establishing certification standards that meet industry needs.
- Establishing program and delivery standards to ensure quality technical and practical training.
- Respecting and supporting the individual and shared responsibilities and the expertise and experience of Apprenticeship Manitoba.
- Developing a strategic plan in consultation with stakeholders, and providing an annual report documenting the Board's progress each year.
- Reporting to and advising the Minister responsible for administering The Apprenticeship and Certification Act.
- Providing relevant, accessible and responsive post-secondary education.
- Creating relationships and communicating with stakeholders to generate improvements to the apprenticeship and certification system.

Strategic Plan Priorities

The Apprenticeship and Certification Board is committed to addressing the priorities that have been identified in its 2018-2023 Strategic Plan. In 2018-2019, the Board focused on addressing the following priorities:

PRIORITY 1 > Increase Industry Engagement in Apprenticeship

OBJECTIVE: Improve Employer Engagement

Summary

In 2018-19, the Board developed an Employer Engagement Survey to ensure that the apprenticeship and certification system remains responsive to and reflective of industry needs. The survey was distributed to employers who are currently engaged in the apprenticeship system (meaning that they currently train apprentices), and those who are not currently engaged, but may have been in the past.

The intent of the survey was not only to expand industry involvement in the apprenticeship and certification system, but also to understand how access to the apprenticeship system could be improved to make it easier for employers to become involved.

Results

In total, 224 employers responded to the survey, of which 188 are currently engaged in the apprenticeship system and 36 are not currently engaged. The Board conducted a review of the feedback that was obtained from employers, and identified the following themes: schedule classes to align with industry needs; wage requirements are too restrictive; ratio requirements are too restrictive; and a desire for more communication from the Board. The majority of respondents said that apprenticeship gives individuals better opportunities and increased confidence levels, and industry gains better trained workers that will sustain the future workforce through the apprenticeship system.

In 2019-20, the Board will use the feedback that was collected to identify further opportunities to improve employer engagement and develop an employer engagement strategy.



PRIORITY 2> Provide an Exceptional Client Experience

OBJECTIVE: Streamline Services for Clients

Summary

The Board is aligning with the government's priorities to streamline services and reduce red tape for clients to improve service delivery. Beginning July 1, 2019, The Regulatory Accountability Act will require a reduction of two regulatory requirements for each new regulatory requirement that is implemented.

The Board supports the work of the department to develop a modernized IT system for clients to gain better access to the apprenticeship system through partnerships with other jurisdictions.

In 2018, an Apprenticeship and Certification System Governance Review was concluded following an in-depth review and analysis. The purpose of the review was to consider opportunities to strengthen the apprenticeship and certification system in Manitoba through improved stakeholder engagement, streamlined processes, and increased efficiency for clients and stakeholders.

Results

In 2018-19, the Board reviewed how the government's plan to reduce regulatory red tape will impact the apprenticeship and certification system. Moving forward, the Board will consider how regulatory requirements can be reduced, and will make recommendations to the Minister to decrease the burden on stakeholders.

The Board participated in the Governance Review and provided feedback to the Minister on the recommendations to modernize the governance model, streamline services and reduce red tape for clients. Additional work will continue with the Board to consider the recommendations that were identified in the Governance Review, and discuss opportunities to streamline service delivery for clients.



PRIORITY 3> Drive Updates to Red Seal and Provincial Trade Standards

OBJECTIVE: Work with Industry to Develop Program Standards

Summary

Program standards involve both regulatory and technical training requirements. Regulations set the legislated parameters for the designated trades, and technical training refers to the classroom-based instruction that provides apprentices theoretical learning. Apprentices apply the theoretical learning during their on-the-job training.

Updating program standards is a core Board responsibility. Based on the recommendations from PAC members through the Program Standards Standing Committee (PSSC), the Board sets benchmarks for program standards. PACs provide trade-specific expertise and recommend changes to program standards to keep them relevant and up-to-date.

The Canadian Council of Directors of Apprenticeship (CCDA) is undertaking a national project to harmonize apprenticeship programs across the country in order to facilitate apprentice mobility. As a participant in the Red Seal program, the Board is actively involved in reviewing recommendations from the PACs to align with apprenticeship programs across Canada.

Should an issue arise in a trade when it is not included on the strategic plan, the PAC Chair or an individual from industry may request a meeting with the Board's Community Liaison Standing Committee (CLC) to inform the Board of the issue. More information on this process can be found by contacting Apprenticeship Manitoba's Manager of Policy, Legislation and Board Operations at apprenticeshipboard@gov.mb.ca.

Results

The trades listed in Table 1 underwent an update to the trade regulation, technical training, level placement exam, or Red Seal exam. The Board approved updates to the Construction Electrician and Industrial Electrician regulations to align the scope of the trades with the new Red Seal Occupational Standards, and the Landscape Horticulturist regulation to align the scope and term of apprenticeship with the harmonization recommendation.

Technical training updates were stimulated through the harmonization initiative. The Board worked with industry to align with the national recommendations. Additionally, industry members worked with the Red Seal Secretariat to develop new Red Seal certification exams. Updates to the provincial level placement exams were also completed with industry in 2018-19.



TABLE 1

Trade	Regulatory Development	Technical Training Development	Red Seal Exam Development	Level Placement Exam Update
Agricultural Equipment Technician		✓		
Automotive Service Technician		✓	✓	
Boilermaker			✓	
Construction Electrician	✓		✓	✓
Heavy Duty Equipment Technician		✓		
Industrial Electrician	✓		✓	✓
Insulator (Heat and Frost)		✓		
Landscape Horticulturist	✓		✓	
Plumber		✓		
Power Electrician				✓
Roofer				✓
Sheet Metal Worker		✓		
Sloped Roofer				✓
Sprinkler System Installer		✓		
Steamfitter-Pipefitter		✓	✓	
Truck and Transport Mechanic		✓		

Statistics

Apprentice Registrations

9,825* Total Registered Apprentices
 1,991 New Apprentice Registrations
 1,230 Apprenticeship Certificates of Qualification Issued



Trades Qualification

410 TQ Applications Received
 549 TQ Exams Administered
 285 TQ Certificates of Qualification Issued



High School Apprenticeship Program

1,062 Registered Apprentices



Under-Represented Groups

284 Women in Non-Traditional Trades**
 898 Women in Traditional Trades***
 1,032 Indigenous Apprentices
 40 Persons with a Disability



*In 2018, Apprenticeship Manitoba completed an Active Apprentice Engagement initiative to enhance data accuracy to better reflect actual apprentice participation and progression. As part of this initiative, apprentices who indicated that they are no longer engaged in an apprenticeship program were removed from the active apprentice database. The total number of registered apprentices appears as a decrease over previous years as a result of this initiative being completed.

**Non-traditional trades exclude Cook, Hairstylist, Esthetician (including Nail Technician and Skin Care Technician) and Electrologist.

***Traditional trades include Cook, Hairstylist, Esthetician (including Nail Technician and Skin Care Technician) and Electrologist.

CONTACT INFORMATION

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More information about the Apprenticeship and Certification Board
and Apprenticeship Manitoba can be found at:

<https://www.gov.mb.ca/wd/apprenticeship/>

