

# **Apprenticeship Manitoba**

**Minutes of a Meeting  
The Apprenticeship and Certification Board  
111 Lombard Ave.  
March 26, 2014  
9:00 a.m. – 4:00 p.m.**

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## **BOARD MEMBERS**

### **In attendance:**

Beach, Allan	Employee Representative
Blaikie, Daniel	Apprentice Representative
Einarson, Ryan	Employer Representative
Harapiak, Leonard	Chair
Koslowsky, Ron	Employer Representative
Lafond, Marc	Employee Representative
McInerney, Betty	Employer Representative
Senff, Bob	Public Interest Representative
Ullman, Rick	Employee Representative

### **Regrets:**

Campbell, Anita	Public Interest Representative
Harris, Bruce	Employee Representative
Lauvstad, Doug	Employer Representative
Siemens, Trent	Employer Representative
Stecy, Ron	Employee Representative

### **Staff:**

Alisa Ramrattan, Executive Director  
Nancy Eller, Director, Training Standards  
Julia Wiebe, A/Manager, Policy, Legislation and Board Operations  
Benicia Campbell-Acevedo, Community Relations Coordinator

### **Guests:**

Scott Sinclair, Senior Executive Director, Industry, Training and Employment Services  
Colleen Kachulak, Director, Strategic Policy and Coordination Branch

**2014.03.01**

**OPENING**

**.1 Call to Order**

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

**.2 Approval of Agenda**

The agenda was approved as written.

**Motion 2014.03.01** *Moved by Betty McInerney  
Seconded by Ron Koslowsky*

*Carried*

**.3 Approval of past minutes**

The Board minutes of February 12, 2014 were approved as written.

**Motion 2014.03.02** *Moved by Ron Koslowsky  
Seconded by Allan Beach*

*Carried*

**.4 Review of previous meeting**

N/A

**2014.03.02**

**UPDATES: BOARD, DEPARTMENT**

**.1 Chair's Update**

The Chair explained that the Board's Strategic Plan 2014-2017 has been presented to the Minister. Support for the plan was received during the presentation and it seems that the Board's priorities are in sync with the direction of the department and the branch. Going forward the Board needs to monitor work being done over the next year.

The Chair raised concerns about the low response rates for Board Meeting Evaluations. He asked members if this exercise still provides value to the Board, to which some members responded that it does. The Chair asked for response rates to be higher.

**.2 Executive Director's Update**

Alisa Ramrattan provided an update to the Board on the Budget highlights, which included the recently announced enhanced tax credits and hiring bonus for employers. Board members enquired about receiving an update on labour market projections at a future Board meeting.

Scott Sinclair and Colleen Kachulak from Industry, Training and Employment Services were then invited by Alisa to update the Board on the recent restructuring within the division. The Board requested to see a high-level organizational chart based on the changes that were outlined.

Scott and Colleen also provided a status update regarding the Canada Jobs Grant, which continues to be negotiated between federal and provincial governments. At this stage the terms of agreement have improved since the original conception of the initiative was announced. The name has also changed, and with that revision comes a more robust approach. The newly named Employment Benefits and Services stream will comprise about 60% of Labour Market Agreement funding, and will be allocated to skills training and employment supports which will not require employer contribution. The remaining 40% will comprise the Job Grant and employer-sponsored training, which will be phased in over 4 years and require a contribution from employers. Small and medium-sized employers (50 employees or less) will have additional options. Once the agreement is finalized and signed by the Province of Manitoba documents will be distributed to reflect the final agreement.

## **2014.03.03 COMMITTEE REPORTS**

### **.1 Nominating Standing Committee (NSC)**

No Report or Discussion

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

Bob Senff presented the notes from the March 21, 2014 meeting for acceptance.

**Motion 2014.03.03 To accept the Program Standards Standing Committee notes as information.**

**Moved by Rick Ullman**

**Seconded by Marc Lafond**

**Carried.**

#### **Discussion:**

It was discussed that issue sheets should be revised to include additional trade-related information for the committee. For example, Manitoba should be included when referencing cross jurisdictional information.

In addition, it was discussed that a policy for trade deferrals be developed and brought forward to the Program Standards Standing Committee at a future meeting.

#### **Recommendations:**

##### **Industrial Mechanic (Millwright)**

The Program Standards Standing Committee recommends to the Board the acceptance of the Industrial Mechanic (Millwright) Technical Training Profile Chart and the Level Chart as the standard 'form' of Technical Training for the trade of Industrial Mechanic (Millwright).



The Board made the following motion:

**Motion 2014.03.04** *To accept the Program Standards Standing Committee recommendation to approve in principle the proposed Technical Training for the trade of Industrial Mechanic (Millwright).*

*Moved by Betty McInerney*

*Seconded by Rick Ullman*

**Carried.**

#### Welder

The Program Standards Standing Committee recommends to the Board the acceptance of Welder Technical Training Profile and Level Chart as the standard 'form' of Technical Training for the trade of Welder.

The Board made the following motion:

**Motion 2014.03.05** *To accept the Program Standards Standing Committee recommendation to approve in principle the proposed Technical Training for the trade of Welder.*

*Moved by Betty McInerney*

*Seconded by Rick Ullman*

**Carried.**

#### Crane & Hoisting Equipment Operator (Mobile)

The Program Standards Standing Committee recommends to the Board the acceptance of the Crane & Hoisting Equipment Operator (Mobile) Technical Training Profile and Level Chart as the standard 'form' of technical training for the trade of Crane & Hoisting Equipment Operator (Mobile). Major changes include the addition of a Level Three Practical Unit and Practical Exam.

The Board made the following motion:

**Motion 2014.03.06** *To accept the Program Standards Standing Committee recommendation to approve in principle the proposed Technical Training for the trade of Crane & Hoisting Equipment Operator (Mobile).*

*Moved by Marc Lafond*

*Seconded by Rick Ullman*

**Carried.**

#### Sloped Roofer

The Program Standards Standing Committee recommends to the Board the acceptance of the new Provincial trade Sloped Roofer Technical Training Profile and Chart as the standard 'form' of technical training for the trade of Sloped Roofer.

The Board made the following motion:

**Motion 2014.03.07** *To accept the Program Standards Standing Committee recommendation to approve in principle the proposed technical training documents for Sloped Roofer.*  
*Moved by Rick Ullman*  
*Seconded by Betty McInerney*

**Carried.**

#### Sprinkler System Installer

The Program Standards Standing Committee recommends to the Board the acceptance the Sprinkler System Installer Technical Training Profile and Chart as the standard 'form' of technical training for the trade of Sloped Roofer.

The Board made the following motion:

**Motion 2014.03.08** *To accept the Program Standards Standing Committee recommendation to approve in principle the proposed Technical Training documents for Sprinkler System Installer.*  
*Moved by Betty McInerney*  
*Seconded by Ron Koslowsky*

**Carried.**

#### **For Information: Technical Training Deferrals**

The following trades were identified for completion in 2013-2014, but have been deferred until 2014-2015.

Agricultural Equipment Technician  
Heavy Duty Equipment Technician  
Truck and Transport Mechanic  
Lather (Interior Systems Mechanic)  
Hairstylist

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

Leonard Harapiak presented the notes from the March 12, 2014 meeting for acceptance.

**Motion 2014.03.09** *To accept the Community Liaison Standing Committee notes as information.*  
*Moved by Allan Beach*  
*Seconded by Marc Lafond*

**Carried.**

#### **For Information:**

#### Employer Guide

The Employer Guide was revised and the committee reviewed a draft. The committee recommended increased focus on employers who are looking to engage with apprenticeship for the first time. Once the guide is completed it will be available for all Board members to use to engage with the public.

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

Allan Beach presented the notes from the March 19, 2014 meeting for acceptance.

***Motion 2014.03.10 To accept the Governance Standing Committee notes as information.  
Moved by Daniel Blaikie  
Seconded by Bob Senff***

***Carried.***

#### **Discussion:**

The Board discussed the policy being drafted regarding the ability for the Board to approve minor changes to trade regulations and program standards without constituting a Provincial Advisory Committee (PAC). Work will continue on this policy at the Governance Standing Committee and it will be presented to the Board upon approval at the Committee level.

#### **Target Groups Advisory Committee (TGAC)**

Allan Beach presented the Board with a copy of the TGAC Report. The Governance Standing Committee recommended that the Board table the report and then hold a Policy Café at a future Board meeting as it is a lengthy document and this will give members of the Board more time to review it.

The Board accepted this recommendation.

***Motion 2014.03.11 To accept the Governance Standing Committee recommendation to table the Target Groups Advisory Committee Report.  
Moved by Betty McInerney  
Seconded by Marc Lafond***

***Carried.***

The Governance Standing Committee recommended to the Board that the Target Groups Advisory Committee continue to sit adjourned until the report has been reviewed and discussed.

The Board accepted this recommendation.

***Motion 2014.03.12 To accept the Governance Standing Committee recommendation to adjourn the TGAC.  
Moved by Betty McInerney  
Seconded by Allan Beach***

***Carried.***



### **For Information: Skills Matrix**

A repeated invitation was given to Board members to respond to the Skills Matrix as additional responses are needed.

#### **2014.03.04 CONTINUING BUSINESS**

Board Performance Training Sessions: Members were invited to look at upcoming sessions and let branch staff know if they are interested in participating.

#### **2014.03.05 NEW BUSINESS**

##### **Canadian Council of Directors of Apprenticeship (CCDA) Harmonization Task Force:**

An update was provided by branch staff on the CCDA's Harmonization Task Force. The task force is comprised of provincial representation and facilitated by the federal department of Employment and Social Development Canada (ESDC). Its purpose is to develop the harmonization of jurisdictional apprenticeship training and certification requirements to encourage labour mobility and the employability of apprentices and journeypersons. Phase two of this cross jurisdictional project is under way, and a total of ten Red Seal trades are being analyzed for harmonization. Next steps include national stakeholder consultations, and two sub-committees are being formed which will provide recommendations on consistent requirements across the trades. These recommendations will include those related to trade name and definition, the number of hours per level and the sequencing of technical training. Final recommendations coming out of this project will be reviewed by the Board.

##### **Strengthening the Red Seal Initiative:**

An update was provided by branch staff on the Strengthening the Red Seal Initiative. This project is exploring enhancements to the Red Seal Program in order to improve assessments of candidates and support the development of common learning resources for technical and practical training. Manitoba has participated in workshops for Construction Electrician and Steamfitter/Pipefitter. Work is also being done to improve assessment models for the Red Seal Program. The current method is a multiple-choice examination but the addition of other tools is being considered, such as practical tests. Next steps include an online survey to gather information from industry stakeholders on the Red Seal Occupational Standards developed at a national workshop in November 2013.

#### **2014.03.06 RECENTLY REGISTERED REGULATIONS (information only)**

#### **2014.03.07 FUTURE AGENDA ITEMS**

Apprenticeship Futures Commission – status report summary

#### **2014.03.08 CORRESPONDENCE/INFORMATION**

2014.03.09

**NEXT MEETING / EVENTS**

Next Board meeting: May 28, 2014

Highest Achievement Awards: April 2014

2014.03.10

**ADJOURNMENT**

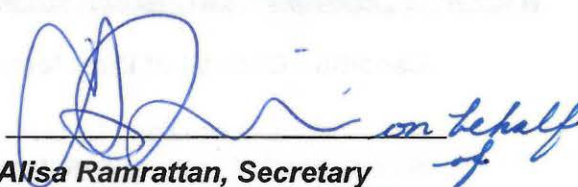
The meeting adjourned at 12:30 p.m.

May 28, 2014

*Date approved by the  
Apprenticeship and  
Certification Board*



**Leonard Harapiak, Chair  
Apprenticeship and  
Certification Board**



**Alisa Ramrattan, Secretary  
Apprenticeship and  
Certification Board**