PAC 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 and;

To provide input into the content of regulations made or proposed to the trades.

Entrepreneurship, Training & Trade

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CABINETMAKER PROVINCIAL ADVISORY COMMITTEE MEETING

	HELD ON
DATE:	May 27, 2015
TIME:	9:00 a.m. – 4:00 p.m.
PLACE:	111 Lombard Ave. Winnipeg Manitoba
TIME:	9:00 a.m. – 4:00 p.m. 111 Lombard Ave.

111 Lombard Ave. Winnipeg MB R3C 0P8	PAC Member Suggestion Box: janice.peters@gov.mb.ca	Telephone: Facsimile:	(204) 945-1797 (204) 948-2539



CABINETMAKER PAC

		VATIMA STATUS
PAC MEMBERS IN ATTENDANCE	REPRESENTATION	VOTING STATUS

Norm FalkChairNon-votingScott WiseEmployerVWayne KossEmployeeV

REGRETS/ABSENT REPRESENTATION VOTING STATUS

Frank Gibson Absent Employer V
Paul Furet Regrets Employee V

GUESTS

STAFF

Joyce Joyal , Training Standards Coordinator (TSC)
Janice Peters, Apprenticeship and Certification Board Coordinator



Agenda Item #	Notes	Status: BringFwd. Open/Closed
15.05.01 Standing Items		
1. Call to order	The Chair called the meeting to order at 9:10 a.m.	Closed.
2. Approval of Agenda	MOTION #1: That the PAC motions to approve the agenda as written.	Closed.
	M: Wayne Koss S: Scott Wise Carried.	
3. Approval of the June 08, 2007 Record of Decisions	The PAC approved the June 08, 2007 Record Decisions as written during the August 08, 2008 teleconference meeting.	Closed.
15. 05.02 Program Standards		
1. Review Technical Training Staff: Joyce Joyal	The Board develops an annual strategic plan, which identifies trades for regulatory and or technical training review. After the plan is approved by the Minister, PACs are scheduled to begin the work.	Closed.
	Joyce Joyal indicated that the Apprenticeship and Certification Board (Board) mandated the PAC to review the Technical Training for the Cabinetmaker trade, in accordance with the strategic plan.	
	The PAC reviewed and suggested minor revisions to the level and profile charts which will be incorporated into the documents.	
	MOTION #2: That the Cabinetmaker PAC approves the Cabinetmaker Technical Training Profile Chart as the standard "form" of Technical Training for the trade of Cabinetmaker.	Closed.
	M: Wayne Koss S: Scott Wise Carried.	



Agenda Item #	Notes	Status: BringFwd. Open/Closed
	MOTION #3: That the Cabinetmaker PAC accepts the Level Chart as the standard format for the delivery of Technical Training for the trade of Cabinetmaker. M: Wayne Koss S: Scott Wise Carried.	Closed.
2. Review Consultation Guide Staff: Joyce Joyal	According to <i>The Apprenticeship & Certification Act</i> , all PACs must consult with industry regarding the changes to the program standards and trade regulation. The members reviewed the Consultation Discussion Guide and suggested minor revisions to the document (which will be incorporated into the final version). After consultation, the PAC will meet to discuss final recommendations to the Program Standards Standing Committee.	
	 The PAC reviewed the draft consultation guide. It was indicated that: The amended Cabinetmaker Consultation Discussion Guide will be sentto industry stakeholders and current employers of Cabinetmaker apprentices on a date determined by the PAC after the final review of the consultation guide. The Stakeholders' written comments must be submitted by the established date listed on the Consultation Guide (with no extension on the submission date) PAC members will review the stakeholders' comments received after the closing date. 	
	MOTION #4: That the Cabinetmaker PAC accepts the Consultation Guide to be sent to industry stakeholders. M: Wayne Koss S: Scott Wise Carried.	Closed.



Agenda Item #	Notes	Status: BringFwd. Open/Closed
	 The PAC will be notified when the consultation process is completed: The PAC will make its final recommendation to the Program Standards Standing Committee (PSSC) Joyce and the Chairs will take the proposed Technical Training to the Program PSSC for review If accepted by the PSSC, the proposed changes will be forwarded to Board for consideration for approval in principle 	
2015.05.03 New Business	No new business.	Closed.
2015.05.04 Future Items:	The next meeting:	Open.
2015. 05.05 Adjournment	Meeting adjourned at 1:00 p.m.	Closed.