



Minutes

Board of Governors Meeting

June 14, 2016 at 10:00 a.m.
Ontario College of Trades
655 Bay Street, 6th Floor
Toronto, ON, M5G 2K4

Board Members in Attendance

Rob Brewer, Vice-Chair
Robin Barker
James Barry
Tom Carvin
Piero Cherubini
Howard Deane
Pauline Faubert
Don Gosen
Irene Harris

Jamie Holmes
Ron Johnson
Louie Leombruni
Joe Maloney
Roy Maybery
Kate Poultney
Doug Reynolds
Paul Sousa
David Tsubouchi, Registrar & CEO

Board Members not in Attendance

Pat Blackwood, Chair
Suzette Cameron

Staff in Attendance

Warren Barbour, Director, Member Services
Jason Bennett, Director, Corporate Governance
Jennifer Cooper, Director, Litigation & Legal Services
Meg Feres, Supervisor, Board Operations
Sherri Haigh, Director, Communications & Marketing
Lolita Holden, Senior Manager, Human Resources
Mary Meffe, Chief Financial Officer
Bob Onyschuk, Director, Compliance & Enforcement
Royden Trainor, Director, Policy & Programs

*Chaired the meeting

1. Call to Order/Welcome

The Chair called the meeting to order at 10:00 a.m., welcomed Board members, College staff, and observers, and introduced new Board member Joe Maloney. The Registrar reviewed emergency procedures.

2. Approval of Agenda

The Chair noted that the date of the Governance & Nominations Committee's minutes on the Agenda should be May 16, 2016 not March 21, 2016.

BG20160614-01 Moved by D. Reynolds, seconded by J. Holmes, and CARRIED, the Agenda for the June 14, 2016 Board of Governors meeting was approved as amended.

3. Conflict of Interest

No conflicts were declared.

4. Business Arising from Prior Meetings

The Board reviewed the items listed in *Business Arising from Prior Meetings*. No discussion of these items took place.

5. Approval of Minutes

BG20160614-02 Moved by I. Harris, seconded by P. Sousa, and CARRIED, the minutes of the April 19, 2016 meeting of the Board of Governors were approved as tabled.

6. Finance & Audit Committee Report

6.1 Q1-2016 Financial Forecast Update

The Chair reviewed the financial results for the first quarter ended March 31, 2016, including Financial Statements, Statement of Operations, and closing cash balance. It was noted that the favourable variance is due primarily to reduced expenses.

6.2 Membership Statistics

The Chair presented statistics on College membership for Q1-2016 across the five member classes and noted that College membership remains relatively stable.

6.3 Enforcement Statistics

The Chair reviewed statistics on Compliance & Enforcement site visits for Q1-2016. It was noted that, on average, two work sites/places of business per day are visited.

6.4 Minutes of Committee Meeting

The Chair advised that the draft minutes of the Finance & Audit Committee's May 12, 2016 meeting were provided as information. No discussion of this item took place.

7. Governance & Nominations Committee Report

7.1 Recommendations re: Appointments to Complaints Committee

The Board considered recommendations regarding three appointments to the Complaints Committee.

BG20160614-03 Moved by K. Poultney, seconded by P. Cherubini, and CARRIED, that whereas the Governance and Nominations Committee provides recommendations to the Board of Governors regarding appointments to Committees of the Board; and whereas the Governance & Nominations Committee recommends that the Board of Governors appoint Doug Reynolds, Suzette Cameron and Ron Johnson to the Complaints Committee; the Board of Governors hereby appoints **Doug Reynolds, Suzette Cameron** and **Ron Johnson** to the Complaints Committee, each to serve a two-year term of office, or until their Board tenure expires or their successors are appointed, as the case may be.

7.2 Minutes of Committee Meeting

R. Barker reviewed highlights of the draft minutes of the Governance & Nominations Committee's May 16, 2016 meeting.

8. Executive Committee Report

R. Brewer advised that the draft minutes of the Executive Committee's May 12, 2016 meeting were provided as information. No discussion of this item took place.

9. Divisional Board Reports

9.1 Construction

J. Barry reviewed highlights of the Construction Divisional Board's April 26, 2016 meeting, including the discussion of the Divisional Board's draft Terms of Reference; the endorsement of the Cement (Concrete) Finisher Trade Board's recommendation to participate in the national Red Seal Concrete Finisher program; development of the process the Divisional Board will use to approve Training Standards and Curriculum Standards for Construction sector trades; the Divisional Board's discussion and agreement on a process for providing written responses to Trade Board recommendations; and a summary of industry, regulatory and corporate updates.

9.2 Industrial

T. Carvin reviewed highlights of the Industrial Divisional Board's May 26, 2016 meeting, including the election of Vice-Chair, Neil Doherty; an update on trades in the Industrial sector that are in the Validation step of the Program Evaluation Process (PEP), particularly a review of data trends and patterns as well as draft versions of three Trade Reports outlining vital statistics and information in areas such as College membership, exam status, training delivery, jurisdictional comparisons, and diversity analysis; the approval of the General Machinist Training Standards; a review of Trade Board minutes; a review of statistics for Industrial trades; a review of Trade Board recommendations and discussion of the Divisional Board's response to each Trade Board; and a summary of industry, regulatory and corporate updates.

9.3 Motive Power

K. Poultney reviewed highlights of the Motive Power Divisional Board's June 8, 2016 meeting, including; the election of Vice-Chair, Michael Hickey; an update on trades in the Motive Power sector that are in the Validation step of PEP, particularly a review of data trends and patterns as well as draft versions of four Trade Reports outlining the same vital statistics and information noted above; a review of Trade Board minutes; a review of statistics for Motive Power trades; and a summary of industry, regulatory and corporate updates.

9.4 Service

There was no Divisional Board update for Service.

10. Divisional Boards' Responses to Trade Boards

The Board received a report on 102 written responses to Trade Boards provided to date by the four Divisional Boards.

11. Next Board of Governors Meeting

The Board noted the next meeting is scheduled for August 23, 2016 and discussed the possibility of re-scheduling. Staff will follow up with the Board on this matter in the coming days.

12. Motion to Move In Camera

BG20160614-04 Moved by D. Reynolds, seconded by T. Carvin, and CARRIED the Board of Governors approved a motion to move in camera.

13. In Camera Meeting

The Board met in camera at 11:00 a.m.

14. Adjournment

The meeting adjourned at 12:05 p.m.

“Rob Brewer”

Signed: Rob Brewer

Vice-Chair, Board of Governors

“David Tsubouchi”

Signed: David Tsubouchi

Registrar & CEO