



Registrar's Report to the Members – January /February 2014

1. Major Projects and Key Deliverables

Trade Equivalency Assessments – On April 8, 2014, the College will assume responsibility for processing TEAs and credential validations from the Ministry of Training, Colleges and Universities. College Staff continue to prepare for the transition, including calculating costs associated with the assessment process.

Deemed Apprentices – On April 8, 2013, apprentices in compulsory and voluntary trades were deemed to have become members of the College (“Deemed Apprentices”) by virtue of Ontario Regulation 421/12. On April 8 of this year, those memberships will expire and Deemed Apprentices will need to renew their membership with the College, meaning that they will be required to pay the annual membership fee for the first time. Deemed Apprentices were notified of these changes on two occasions prior to April 8, 2013 and, in late-January of this year, they were each sent a renewal notice. If a Deemed Apprentice has not renewed his/her membership by approximately March 8, 2014, a College staff will send a reminder letter. College staff will continue to do everything it can to ensure that the renewal process runs smoothly; including providing an online renewal and payment option that was launched in late January.

New Trade & Apprentice Program Development Process – OCTAA does not specifically outline how new trades in Ontario are to be developed. The Minister has the authority to prescribe new trades and the Board of Governors has the authority to establish apprenticeship programs. In August 2013, the Minister and the College’s Registrar signed a Memorandum of Understanding to formalize and operationalize these roles. The process sets out a rigorous approach for developing new trades in Ontario, splitting trades that may already exist into separate trades, or merging two existing trades. The process is industry-led and consultative, and balances the roles and responsibilities of all involved – including stakeholders, the College and its governance structure, the Ministry and the Minister.

2. Trade Classification Reviews

Trade Classification Reviews are undertaken through an open and transparent process that allows for input from the public and industry. The Oral Consultation process for **Sprinkler & Fire Protection Installer** was completed on January 6 in an open hearing. The panel is expected to deliver its decision in May 2014.

3. Communications & Marketing Update

Dialogue Sessions: The College facilitated its first of a series of Dialogue Sessions in January. Members of the Motive Power sector were invited to discuss ways of working together to promote skilled trades in Ontario, protect consumers and bring added value to membership. The session included a brief update on what’s happening at the College followed by two themed roundtable discussions. Participants were also provided one-on-one speaking opportunities with College staff and members of the Board of Governors and Motive Power Trade Boards.

Stakeholder Engagement: In addition to meetings at the College, stakeholder outreach by the CEO and Registrar continued to take place across the province with tours of apprenticeship training facilities, meetings with educators and trade associations, and attendance at industry-related conferences. A total of 36 events took place.

Website Updates: Website updates continue to take place to provide users with the most up-to-date information and allow for easy navigation. More significant changes to the website will be rolled out in the next few months as part of an ongoing process to keep the site fresh and more user-friendly.

Newsletter: A new and improved College's newsletter is coming soon. A bigger, better, brand new in-depth magazine-type publication about the College and the Ontario skilled trades community will be launched this March. The first edition of this quarterly publication will be available online and sent to subscribers' inboxes.

4. Compliance & Enforcement

22 new Enforcement Officers graduated during a formal ceremony in December. As of December 30th, 3107 field inspections have been conducted with 736 being in ICI construction, 327 in residential construction, 1339 motive power garages, 199 motive power body shops, 505 in service and 1 in the industrial sector. Approximately 60 tickets have been issued. Our newly recruited Prosecutor successfully defended the College against the first ever provincial challenge to the laying of a charge. Of the close to 9000 workers' qualifications checked approximately 10% were not in compliance. Officers have noted that generally their enforcement visits have garnered a positive reception.

5. Trade Board Update

There were 12 Trade Board meetings held from November 14, 2013 to January 20, 2014. The breakdown by trade sector is as follows: Construction 5, Motive Power 1, Industrial, 1 and Service 5.

Trade Board members were informed of news and developments at the College. As Standing Agenda items, members are provided with updates on Membership, Enforcement, Communications and Marketing. The "Registrar's Report to Members" have been very well received. Members were interested to learn about the potential for the affinity programs.

6. Standards Department Update

The Standards Department has completed the following:

- As the host for the Red Seal trades of Drywall Finisher and Plasterer and Machinist, Ontario and Employment and Service Delivery of Canada (ESDC) conducted item bank workshops which brought together trade representatives from across the country to help develop the content of the draft Red Seal exams.

The Standards Department is working on/participating in the following:

- CCDA Harmonization Pilot Project.
 - a) Key goals of this project is to explore greater consistency/alignment of requirements to increase the efficiency of apprenticeship systems in Canada overall, and help to address labour market needs. Industry and stakeholders are key partners in apprenticeship and will be critical to understand where the real barriers are and to help the CCDA to prioritize.

b) Staff are developing an engagement strategy to keep the College governance structure informed of developments on this project.

- National Occupation Analysis and item bank workshops for a number of trades in Ottawa.
- Ongoing standards development work.
- Winter-spring 2014 trade board schedule.

7. Membership and Client Services Update

Client contact volumes decreased significantly in the month of December, down 22% from the previous month. The shift in call volume allowed for a temporary transition of staff resources that resulted in performance gains in other areas of operational activity; membership application processing, email responses and mail processing. As of December 31, 2013, 111,752 (61%) of the deemed journeyperson class pool of members had renewed their certificates of qualification and had become active and paid members of the College.

Year-to-date performance finished ahead of target and in fact surpassed the April 8, 2014 renewal target and assumptions. As the College moves into 2014, focus is now shifting towards the renewal activity of the deemed apprentices who, based on regulation, are scheduled for membership renewal on April 8, 2014.

8. Member benefit/discount programs

An insurance and group benefits request for proposal (RFP) was issued to 14 companies and advertised on the College's website on September 24, 2013. Three companies submitted official proposals before the deadline of October 9, 2013. Following the initial review, the companies presented their proposals to the review panel of the College in early November and a subsequent recommendation was provided to the senior management team for approval. A general agreement was reached with the preferred vendor in December and contract work will be completed in January. Details of the program will be announced in late March with an April launch. In addition to this initial insurance/benefit program, the College continues to actively investigate other potential vendors to add to its affinity offerings.