



Minutes

Industrial Divisional Board Meeting

March 18, 2015 at 9:00 a.m.
Ontario College of Trades
655 Bay Street, Room 604
Toronto, ON M5G 2K4

Board Members in Attendance

Tom Carvin, Chair
Neil Doherty, Vice-Chair
T. Carter Hodgins
Tom Reid
Zhaoxu (Lee) Tang

Board Members not in Attendance

None

Resource Persons/Guests in Attendance

Pat Blackwood, Chair, Board of Governors*

Staff in Attendance

Loreen Barbour, Program Coordinator, Standards
Aysen Farag, Administrative Assistant, Corporate Governance
Meg Feres, Supervisor, Board Operations
Sherri Haigh, Director, Communications and Marketing
John Poirier, Manager, Standards
Joseph Pyringer, Program Coordinator, Standards
Kevin Rabishaw, Co-manager, Enforcement
Dale Richardson, Manager, Member Records and Data
Royden Trainor, Director, Policy and Programs

*Attended via teleconference

1. Call to Order/Welcome

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

2. Approval of Agenda

The Chair reviewed proposed revisions to the agenda related to changes in presenters and/or sequence.

IDB20150318-01 ON A MOTION MADE by N. Doherty, seconded by T. Reid and CARRIED, the Agenda was approved as amended.

3. Conflict of Interest

No conflicts were declared.

4. Approval of Minutes

IDB20150318-02 ON A MOTION MADE by L. Tang, seconded by T.C. Hodgins and CARRIED, the Minutes of the October 8, 2014 Industrial Divisional Board meeting were approved as tabled.

5. Vice-Chair Election

IDB20150318-03 ON A MOTION MADE by T. Reid, seconded by L. Tang and CARRIED, N. Doherty was re-elected Vice-Chair of the Industrial Divisional Board effective March 18, 2015 to hold office for one (1) year.

6. Governance Update

M. Feres reviewed governance activity statistics for 2014 and updated the Divisional Board on the current priorities of the Corporate Governance department with respect to supporting the work of the College's standing and statutory Committees.

P. Blackwood joined the meeting at 9:10 a.m.

7. Prioritization of Trade Board Population

The Divisional Board reviewed industrial sector trade statistics with respect to the College's classes of membership.

IDB20150318-04 ON A MOTION MADE by T. Reid, seconded by L. Tang and CARRIED, the Industrial Divisional Board hereby recommends that, no Industrial sector Trade Boards, currently not populated, be populated until such time as the Program Evaluation Process is complete; and the hereby approves that this recommendation be re-evaluated in six to twelve months.

8. Program Evaluation Process (PEP)

L. Barbour presented the updated PEP, and led the Board through a mock PEP process with an example trade to illustrate its practical application through the 4-step process. The Board suggested minor amendments, and agreed on the next step in the roll-out plan to inform and involve the other Divisional Boards and Board of Governors in this process.

IDB20150318-05 ON A MOTION MADE by T. Reid, seconded by N. Doherty and CARRIED, the Industrial Divisional Board hereby approves the Program Evaluation Process (PEP), as amended, and hereby recommends that the updated PEP be presented to the Chair of the Board of Governors, Chair of the Industrial Divisional Board, and Chair of the other three Divisional Boards, as soon as practicable.

P. Blackwood signed off at 10:30 a.m.

9. Trade Board Updates, Minutes, Resolutions and Responses

L. Barbour and J. Pyringer briefed the Divisional Board on current issues and resolutions raised by a number of Industrial sector Trade Boards. The Divisional Board reviewed and considered resolutions from the Trade Boards, drafted responses to the Trade Boards, and directed staff to prepare letters for the Chair to review.

10. Ministry of Transportation (MTO) Consultation on Mandatory Training and Testing for Commercial Drivers

R. Abella briefed the Divisional Board on MTO's requirement for *Class A Truck Driving* entry level training for commercial drivers in Ontario. A working group is currently revising the National Occupational Standard (NOS) for the Tractor Trailer Commercial Driver (638A) (TTCD) trade to be in compliance with the new requirements. The MTO commenced a public consultation on the new training requirements on February 18, 2015, with a deadline set for Fall 2015. Although no final decisions were made, many stakeholders are in support of the new mandatory training. The College will continue to stay involved in this consultation process and will revise the Apprenticeship Schedule of Training in order to ensure that it is fully aligned with the competencies set out in the updated NOS.

11. Membership Update

D. Richardson briefed the Divisional Board on College membership statistics, client services activities, and call volumes.

12. Communications & Marketing Update

S. Haigh provided an update on the recent activities of the Communications and Marketing department, including new advertisements on transit vehicles and billboards in select cities, a new consumer protection video, and a new interview series with tradespeople.

13. Compliance & Enforcement Update

K. Rabishaw provided updates on the hiring of new Enforcement Officers and field visit statistics.

14. Sprinkler and Fire Protection Installer (SFPI) Update

R. Trainor advised that regulations were filed on February 2, 2015 that began the two-year implementation of the SFPI classification change from voluntary to compulsory. The Divisional Board was informed that communications efforts are underway to ensure that those affected by the classification change, particularly those that are eligible to take advantage of the exam exemption in the first year, are informed and know what to do to become compliant by February 2, 2017.

15. Red Seal Occupational Standard/Red Seal Update

R. Trainor provided an overview of the on-going programs and products related to the national Red Seal program. Staff will continue to provide information on these projects, and will seek feedback from the Divisional Boards with respect to useful metrics and data.

16. Adjournment

The meeting adjourned at 2:00 p.m.

"Tom Carvin"

Signed: Tom Carvin
Chair, Industrial Divisional Board

June 10, 2015

Date

"Aysen Farag"

Signed: Aysen Farag
Recording Officer

March 23, 2015

Date