



Minutes

Industrial Divisional Board Meeting

May 7, 2014 at 9:00 a.m.
Ontario College of Trades
655 Bay Street, Room 601/602
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

Guest

Pat Blackwood, Vice-Chair, Board of Governors

Staff in Attendance

Loreen Barbour, Program Coordinator, Standards Department
Aysen Farag, Administrative Assistant, Board Secretariat
Meg Feres, Supervisor, Board Operations
Royden Trainor, Director of Policy & Programs
Leah Tussman, Program Coordinator, Standards Department

1. Call to Order/Welcome

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

2. Approval of Agenda

IDB20140507-01 Moved by T. Reid, seconded by C. Hodgins and CARRIED, that the Agenda for the May 7, 2014 Industrial Divisional Board meeting be approved.

3. Conflict of Interest

No conflicts were declared.

4. Approval of Minutes

IDB20140507-02 Moved by N. Doherty, seconded by T. Reid and CARRIED, that the Minutes of the April 4, 2014 Industrial Divisional Board meeting be approved.

5. Trade Board Updates

The Divisional Board was also updated on several themes that were discussed at recent Trade Board meetings, such as outreach to voluntary trades in the Industrial sector, the new Trade Equivalency Assessment process, and the effect of Trade Classification Reviews on scopes of practice and the Industrial sector exemptions/exclusions.

6. Program Evaluation Process (PEP)

The Divisional Board discussed the reasons that make program evaluation an important part of an organization's business cycle and identified the essential components required to develop a sound process, such as guiding principles and values, key stakeholders, potential risks, and other effects on industry. Staff was directed to summarize the issues and ideas raised at the meeting and to present options for further work on the PEP at the next Divisional Board meeting.

7. Next steps/Wrap-up

Members of the Divisional Board expressed interest in attending Trade Board meetings in the near future.

8. Adjournment

IDB20140507-03 Moved by L. Tang, seconded by C. Hodgins and CARRIED, that the meeting adjourn at 12:30 p.m.

Signed: "Tom Carvin" _____
Chair, Industrial Divisional Board