



Minutes

Motive Power

Divisional Board Meeting

November 17, 2014 at 9:00 a.m.

Ontario College of Trades
655 Bay Street, 6th Floor, Room 604
Toronto, ON, M5G 2K4

Divisional Board Members in Attendance

Kate Poultney, Chair
John Arlain, Vice-Chair
Claude Fawcett

Divisional Board Members not in Attendance

Jody Hitchcock
Ken Gill

Staff in Attendance

Jason Bennett, Legal Counsel & Manager, Corporate Governance
Aysen Farag, Administrative Assistant, Board Secretariat
Sherri Haigh, Director, Communications and Marketing
Carolyn Schoenfeldt, Manager, Client Services
Franca Silvaggio, Program Coordinator
David Tsubouchi, Registrar & CEO

1. Welcome

The Chair welcomed Divisional Board members and staff to the meeting. She suggested that, in the absence of two of the five members of the Board, no business would be transacted at the meeting, however presentations on the various agenda items would proceed as planned. The Board agreed.

2. Trade Board Updates

F. Silvaggio presented issues being discussed by the Trade Boards, such as training and curriculum standards, Trade Board vacancies, exams, and Trade Equivalency Assessment (TEA) processes. The Divisional Board reviewed the Trade Board resolutions chart and determined the next steps to take for each item. Staff will work with the Divisional Board to provide written responses to the Trade Boards that passed resolutions.

3. Interprovincial Standards Examination Committee (ISEC) and Canadian Council of Directors of Apprenticeship (CCDA) Update

J. Poirier briefed the Board on the ISEC/CCDA work plan over next couple of years. Topics discussed were the National Occupational Analysis, the Interprovincial Program Guide, and exam question item banks.

4. Special Advisor Update

D. Tsubouchi briefed the Board on the technical review of College processes with respect to scopes of practice of trades and the classification/reclassification of trades as compulsory or voluntary, which commenced at the end of October 2014.

5. Policy Update

R. Trainor provided a policy update. The College has made an inquiry to the Ministry of Finance (MOF) with regards to the 2014 Ontario Budget initiative to undertake a review of business tax expenditures, specifically the review of the Apprenticeship Training Tax Credit (ATTC). The College requested that the MOF keep it informed of the progress of this initiative, and any potential stakeholder consultations during this review. The Board also received an update on the implementation of the Sprinkler and Fire Protection Installer classification change. The regulation effecting this change will come into force two years after the date that the regulation is filed, anticipated to be in early 2015. He also advised that the Academic Entry Requirements consultation is on hold, pending the outcome of the technical review discussed earlier.

6. Governance Update

J. Bennett and D. Tsubouchi updated the Board on the activities of Corporate Governance staff. They advised that a new public governor has very recently been appointed to the Board of Governors and is expected to attend his first Board meeting on December 9, 2014. J. Bennett advised that a three-person panel of the College's Complaints Committee met recently to consider a number of complaint files. He added that the Fitness to Practise Committee and the Discipline Committee will hold a joint training session on December 8, 2014.

7. Communications and Marketing Update

S. Haigh updated the Board on current initiatives of the Communications and Marketing department.

8. Compliance and Enforcement Update

J. Mania briefed the Board on the progress of Compliance and Enforcement activities at the College, including statistics specific to the Motive Power sector.

9. Member Services Update

C. Schoenfeldt provided an update on the current activities of the Client Services division, including membership statistics.

10. Adjournment

The meeting ended at 12:15 p.m.

Signed: "Kate Poultney"
Chair, Motive Power Divisional Board

Signed: "Aysen Farag"
Recording Officer