



Minutes

Architectural Glass & Metal Technician Trade Board Meeting

Friday, March 18, 2016 at 8:30 a.m.
Sandman Signature Mississauga Hotel, Muskoka Room
5400 Dixie Road, Mississauga, ON L4W 4T4

Trade Board Members in Attendance

Marc-Andre Leclair, Chair
Steve Laird
Tony Menecola
Robert Strasbourg

Trade Board Members not in Attendance

John Bastedo, Vice-Chair

Resource Persons/Guests in Attendance

Mike Carter, Chair, Ontario Glazier Apprenticeship and Training Committee

Staff in Attendance

Joseph Pyringer, Program Coordinatorⁱ

1. Call to Order/Welcome

The Chair called the meeting to order and welcomed Trade Board members, staff and M. Carter.

2. Approval of Agenda

ON A MOTION BY S. Laird, SECONDED BY T. Menecola AND CARRIED, the March 18, 2016 agenda was approved as circulated.

3. Conflict of Interest

No conflicts of interest were declared.

4. Previous Minutes

ON A MOTION DULY MADE BY T. Menecola, SECONDED BY S. Laird AND CARRIED, the draft minutes of the Trade Board's November 24, 2015 meeting were approved as tabled.

5. Update on Trade Board Resolutions & Issues

5.1 Resolution #3: At its May 24, 2013 meeting, the Trade Board recommended that an alternative Certificate of Qualification (CofQ) trade exam assessment process be developed by the Ontario

College of Trades, in cooperation with the Architectural Glass and Metal Technician (AG&MT) Trade Board, in order to establish an alternative proactive entrance pathway for experienced workers into this voluntary trade.

On January 7 2016, the Trade Board was asked to clarify if it was requesting the development of exemption tests (already developed) or wish to become an exemption test deliverer. Under the current Prior Learning and Assessment Recognition (PLAR) model at the Ministry of Training, Colleges and Universities (MTCU), no on-the-job-hours are accredited for passing an exemption test or a level.

The Trade Board asked if all public colleges could administer the exemption tests for the AG&MT trade. A Trade Board member suggested that a public college will not get the exam until it receives a request to have it and then the College needs to get it from MTCU, administer the test, and then send it back to MTCU for marking. Staff advised that all Exemption tests for any trade should be able to be administered at any public college by calling first and arranging a date to write the exam.

The Trade Board also suggested that individuals who have been in the trade for 10 years and have a Registered Training Agreement (RTA) but no school completed, could quit the apprenticeship and apply to the College's Trade Equivalency Assessment (TEA) process to obtain authorization to write the exam. If they pass the exam, they will achieve a CofQ without taking any schooling, and this seems to circumvent the full apprenticeship program. It was stated that at the International Union of Painter's and Allied Trades, Local 200 in Ottawa that all new members need to be registered with the MTCU and the College to be dispatched to a job, and they need to keep their College membership active. Only those that have Ministry-issued CofQs are allowed to practise the trade without being a member of the College. It was noted that the Ontario Industrial & Finishing Skills Centre (OIFSC) training centre is not interested in becoming an exemption test deliverer at this time.

- 5.2** Issue #74: At its February 19, 2014 meeting, the Trade Board recommended that the College use a cloud system for submitting Trade Board members' expense claims. The College has declined to do so due to budgetary constraints. Additionally, the Trade Board requested an itemized statement for the reimbursement of expenses that indicates what is being reimbursed.
- 5.3** The Trade Board initially recommended that the College undertake an Academic Entry Requirements consultation at its September 13, 2013 meeting and requested to know when the College will initiate the public consultation on Alternative Entrance Requirements. Staff reported that the College has postponed the Academic Entry Requirements consultation due to priorities arising out of the Dean Report, but will notify all Trade Boards once it is launched.
- 5.4** Issue # 179: At the October 24 2014 meeting, the Trade Board agreed that the process for signing a RTA takes too long and there should be clear guidelines setting out how long the process should take. Staff discussed several scenarios, including if an RTA is suspended and the payment is received by the College, the notice will be transferred to the MTCU within 24 hours, at which time it will take another 48 hours for the MTCU to reactivate the suspended RTA.

6. College of Trades Update

6.1 Construction Divisional Board Minutes – December 7, 2015

The Trade Board reviewed the draft minutes of the June 22, 2015 Construction Divisional Board meeting. A discussion took place regarding section 5 with respect to the Cement (Concrete) Finisher Trade Board's request to participate in the Red Seal Concrete Finisher program. The Trade Board discussed any potential overlaps between the trades and unanimously agreed to recommend that the Cement (Concrete) Finisher Trade Board should proceed with its application to participate in the Red Seal Concrete Finisher program.

6.2 Registrar's Report: 4th Quarter 2015

The Trade Board reviewed the Registrar's Report for the fourth quarter of 2015.

6.3 College Statement on Dean Report

Staff reviewed the College's official statement on the release of the Dean Report.

6.4 Communications and Marketing

Staff reviewed the information on the latest initiatives from the Communications and Marketing department and the Trade Board. The Trade Board congratulated the department for a well done job. The Trade Board discussed reported statistics concerning (i) the use of the Public Register, (ii) the number of Journeypersons and Apprentices who are members of the College, and (iii) statistics on members of the public looking for information on the trades.

6.5 Compliance and Enforcement

Staff provided Compliance and Enforcement statistics for 2015 and for the period from May 2013 to December 2015.

6.6 Membership

Staff reviewed the information on the new membership initiatives and statistics including the information regarding the new membership certificates and stickers that will now contain security features.

6.7 Updated Travel Policy

Staff reviewed the new Travel Policy and highlighted the changes.

7. Program Update

7.1 AG&MT Trade Statistics

The Trade Board was briefed by Staff on tradesperson and exam statistics as of March 1, 2015. The Trade Board suggested that employer/sponsor membership numbers be included in the statistics. The Trade Board would also like to have a separate section for exam statistics (Pass and Fails) for both the Challengers and the Apprentices, and then the average per section calculated for each. Staff will investigate these requests.

The Trade Board suggested that when an Apprentice finishes his/her apprenticeship and receives the Certificate of Apprenticeship (CofA) from the MTCU, he/she should no longer be considered an Apprentice for the purpose of ratios, but Trade Board members are finding this is not the case. Once school and hours are complete, their RTA contract is done and they should no longer be considered an Apprentice. It seems that the MTCU considers them Apprentices until they write their exam and this is affecting the Journeyperson to Apprentice ratio.

7.2 Apprenticeship Completion

Staff reviewed the Apprenticeship Completion initiatives that the MTCU is currently

undertaking and the Trade Board suggests that the Ontario College of Trades should be involved in all four of the initiatives.

The Trade Board commented that the criteria set for the Apprenticeship Workplace Monitoring Strategy, which investigates if Apprentices have not attended classroom training in 12 months, may be too short of a time period. As an example, the Architectural Glass and Metal Technician Apprenticeship requires 8000 hours, which normally takes about 5 years to complete but there are only 3 levels of schooling.

The Trade Board noted that the MTCU-Colleges Ontario Working Group does not include representatives from non-college TDAs or the Ontario College of Trades. The Trade Board also noted that employers should be included in the MTCU-Colleges Ontario Working Group's Apprenticeship Retention and Completion process, as it is the employers who provide the training and authorization for workplace completion in most cases.

The Trade Board noted that MTCU's Essential Skills for Apprentices (ESSfA) pilot program, which is scheduled for early 2016, should also include the Ontario Industrial & Finishing Skills Centre (OIFSC). The OIFSC has been very interested in using ESSfA's skills assessments to assist in apprenticeship completions.

Regarding the information that references the Expansion of Examination Preparation Supports, the Trade Board notes that the OIFSC has recently had the 1-week exam preparation portion of their apprenticeship programs removed, and questions whether this is being expanded to other trades when it has been removed from their programs. The Trade Board believes that the 1-week exam preparation part of apprenticeship training should not have been removed because the pass rates for the trade are currently only at about 50%.

8. Industry Update

8.1 Dean Report Response

The Trade Board submitted a detailed response, addressed to the Chair of the College's Board of Governors, which outlines the Trade Board's reasons for disappointment to the Dean Report and its solutions regarding the best path forward.

8.2 Underground Economy Review

Staff discussed the Ministry of Finance review initiative with the Trade Board members.

8.3 Concrete (Cement) Finisher Red Seal Approval

The Trade Board unanimously supports the application by the Cement (Concrete) Finisher Trade Board to participate in the Red Seal Concrete Finisher program.

8.4 Training Delivery Agent Apprenticeship Survey

The Trade Board discussed a MTCU-sponsored Key Performance Indicator Student Satisfaction Survey which included questions on the instructors, the OIFSC, and the apprenticeship programs at the OIFSC. However, it is the Trade Board's understanding that MTCU did not provide the OIFSC with a copy of the survey. The Trade Board would like the College to persuade MTCU to share the survey results with OIFSC.

9. Other Business

9.1 CAF 'On the Move' - New Labour Mobility Resource

Staff provided an overview of the new labour mobility resource by the Canadian Apprenticeship Forum (CAF) which can help provide Apprentices and Journeypersons with useful information regarding moving to a different province or territory within Canada.

9.2 Diversity Award

Staff announced that the Ontario College of Trades has been selected as one of Canada's Best Diversity Employers (2016).

9.3 TEA Fee Changes

Staff reviewed the Trades Equivalency Assessment (TEA) fee changes.

9.4 Trade Board Recommendations to MTCU

The Trade Board stated that the Employment Insurance (EI) reference code numbers that the Apprentices receive before coming to school are supposed to be individualized, however all the codes are the same. Up to half of the Apprentices in the class are not receiving the code, and those that do get the code are getting it one or two days before the class starts. MTCU has the Apprentices' addresses when they are registered for school, but the Trade Board understands that the Apprentices may move and not update their address. The Trade Board recently recommended that the College supply all members with a College email address so that important information can be emailed to the members. The Trade Board also suggested that the letters be issued to the school in individualized sealed envelopes and be distributed by the school.

The Trade Board discussed the problem of Apprentices who do not receive their travel monies in a timely manner, and suggested several possible improvements to the system, including that an MTCU representative, together with an EI representative, who has the authority to approve the paperwork, attends the TDA, explains the EI process, and approves the paperwork on the spot.

The Trade Board also discussed how the RTA process could be further streamlined. RTAs should be processed within a maximum of one week. The Toronto office is currently taking much longer in some cases.

10. Next Scheduled Meeting/Event

The Chair confirmed that the next meeting of the Trade Board is scheduled for September 23, 2016 at 8:30 a.m.

11. In-Camera

Trade Board held an in-camera session.

12. Adjournment

The meeting was adjourned at 2:25 p.m.

"Marc-Andre Leclair"

Marc-Andre Leclair, Chair

September 23, 2016

Date

i Recording Officer