



Minutes

Auto Body & Collision Damage Repairer Trade Board Meeting

February 2, 2016 at 9:30 a.m.
Mohawk College – Stoney Creek Campus
Room: A114
481 Barton Street
Stony Creek, ON L8E 2L7

Trade Board Members in Attendance

Wayne James, Chair	Robert Hicks
Don Deane, Vice-Chair	Alex Leith
Greg Breadman	Peter Topetto

Trade Board Members not in Attendance

None

Resource Persons/Guests in Attendance

John Norris, Executive Director, Collision Industry Information Assistance (CIIA)
Aaron Matthews

Staff in Attendance

Franca Silvaggio, Program Coordinatorⁱ
Hartley Ellis, Enforcement Officer

1. Call to Order/Welcome

The Chair called the meeting to order at 9:30 a.m. and welcomed everyone. The Trade Board members were informed that a guest, A. Matthews, is joining the meeting on his lunch hour to speak to the Trade Board.

2. Approval of Agenda

ON A MOTION MADE BY P. Topetto, SECONDED BY D. Deane AND CARRIED, the agenda was approved as tabled.

3. Conflict of Interest

No conflicts of interest were declared.

4. Previous Minutes

ON A MOTION MADE BY W. James, SECONDED BY R. Hicks AND CARRIED, the minutes of the Trade Board's October 19, 2015 meeting were approved as tabled.

5. Trade Board Resolutions & Issues Update

The Trade Board reviewed the two letters from the Motive Power Divisional Board (MPDB) concerning resolutions made at the Trade Board's March 3, 2014 and October 19, 2015 meetings.

With respect to the Trade Board's recommendation that a sub-committee be developed with the Trade Board's support to initiate discussion on issues regarding apprenticeship sustainability and employer engagement (wages, diversity and related issues), and that a graduated wage scale for apprentices be implemented for the Motive Power trades, the Trade Board requested an update on status of these resolutions.

With respect to the Trade Board's recommendation that the Ontario College of Trades (OCOT) meet with insurance industry representatives (e.g. Insurance Bureau of Canada) to discuss insurers' impacts on collision repair facilities, the Divisional Board concluded that it supports the recommendation. OCOT is aware of these issues and has scheduled a meeting with the Insurance Bureau of Canada to address concerns and seek areas of collaboration. The Program Coordinator will keep the Trade Board updated on the outcome of these discussions.

A discussion took place regarding the critical need to work with employers to help them understand apprenticeship and all pertinent information. H. Ellis advised that Enforcement Officers are supporting this by providing information during their Compliance & Enforcement visits. The Trade Board suggested that another layer of support is required to ensure the following:

- Apprenticeship Training Standards are used and completed properly (these documents are not always being used)
- Apprentices are treated ethically on the job, paid fair wages, and released at proper times in order to complete 'in-school' levels of training (some apprentices are very frustrated with all of these factors)
- Apprentices are being trained in all facets of the 310B trade (Auto Body & Collision Damage Repairer) (some apprentices are limited to certain areas and not permitted to acquire all of the competencies outlined in the Apprenticeship Training Standard)

6. College of Trades Update

6.1 Registrar's Report

The Trade Board reviewed the Executive Summary of the Registrar's Report for the Third Quarter of 2015. The Program Coordinator provided some Member Services statistics, including that as of the end of the third quarter of 2015 – there were 230,732 OCOT members (i.e. all membership classes) in good standing. The Program Coordinator also shared information on some on-going initiatives by the Communications & Marketing Department.

A discussion took place regarding a recommended increase in the involvement of employers in the OCOT process, including providing more education and the value of being Employer/Sponsor members of the College. This would ensure their 'buy-in' and further strengthen trades. A Trade Board member commented on the increase of the Trades Equivalency Assessment fee to \$235. The Trade Board discussed ways to help those challenging the Red Seal Exam. J. Norris reminded the Trade Board that his association runs ongoing exam preparation courses to help Apprentices and exam challengers. The Program Coordinator also advised that some colleges are running a week-long Certificate of Qualification (C of Q) preparation course at the end of the third and final level.

6.2 Compliance and Enforcement Update

The Program Coordinator shared Compliance and Enforcement statistics from May 2013 to December 2015, as well as for 2015 concerning the Motive Power sector. This included field inspections conducted, provincial offenses notices issued, and calls regarding complaints/incidents received by the Enforcement Call Centre specific to Auto Body shops. The Trade Board was advised that from May 2013 to December 2015, 173 calls regarding complaints/incidents were received and 1,113 people have been found working in the Auto Body trade without any authority or credentials to do so.

H. Ellis provided some more detail on these statistics and answered some questions from the Trade Board. He described two 'blitzes' that took place in London, Ontario and Markham, Ontario in November and December 2015. He provided a summary of findings on both events and noted that with Auto Body trades, the complaints are usually initiated by the shops or technicians themselves rather than customers.

A discussion took place regarding ways to improve the compliance rate via public education so that customers know to take their vehicles only to collision shops that have certified technicians. The Trade Board brainstormed ideas on how to foster better relations between OCOT/Enforcement Officers and Auto Body shops so that there is effective collaboration that results in a win-win situation.

6.3 310B Practical Exam

The Trade Board discussed the need for a practical exam for the Auto Body & Collision Damage Repair trade. The Trade Board asked that this remain a standing agenda item. If there is to be a practical exam in the future, the Trade Board wants to ensure that it meets the same standards as the Red Seal written examination.

6.4 Harmonization/RSOS Initiatives

The Program Coordinator provided an overview of the harmonization and Red Seal Occupational Standard (RSOS) processes undertaken by Employment and Social Development Canada. The Trade Board feels strongly that there needs to be consistency across Canada and would like to see this trade prioritized for the next phase of these projects. The Program Coordinator explained the Interprovincial Standards and Examination Committee (ISEC) Representative for Ontario can only recommend prioritization of this trade, but ultimately the decision rests with Canadian Council of Directors of Apprenticeship (CCDA). All jurisdictions have the opportunity to make recommendations.

ON A MOTION MADE BY W. James, SECONDED BY G. Breadman AND CARRIED, the Trade Board recommends that Motor Vehicle Body Repairer (310B – Auto Body & Collision Damage Repairer in Ontario) is prioritized for the next phase of the Harmonization.

7. Dean Review

The Trade Board reviewed the November 20, 2015 document provided by the Ministry of Training, Colleges and Universities (MTCU) which summarized the Dean Report recommendations in the four key areas: Scopes of Practice, Trade Classification and Reclassification Reviews, Ratio Reviews and Enforcement. The Program Coordinator provided the 150-page Dean Report via email immediately after its release. The Trade Board was reminded that comments could be sent to the following email address: DeanReview@collegeoftrades.ca.

The Trade Board requested an update on the progress of this Report as soon as it is available. The

Trade Board was advised that the College and MTCU are currently in discussions about the recommendations and that no decisions have been made at this time. The Trade Board noted that it has made several resolutions to amend its trade’s Scope of Practice in the past. The Trade Board would like to meet with the Automotive Service Technician (310S) Trade Board to discuss overlaps and work collaboratively, and is awaiting some direction with regards to a framework to follow. The Trade Board has also made resolutions with regards to the Trade Classification Review related to the two voluntary trades represented on this Board:

- Automotive Glass Technician (274L) - Glass is becoming more and more critical to the structural integrity of the vehicle and the operation of safety features.
- Automotive Painter (410N) – Environment issues as well as health and safety issues.

8. Program Update

8.1 Trade Apprenticeship/Journeyman Trade Statistics

The Program Coordinator shared statistics for Auto Body & Collision Damage Repairer (310B), Auto Body Repairer (310Q), Automotive Painter (410N) and Automotive Glass Technician (274L) trades for the period ending January 3, 2016:

Trade_Code	274L	310B	310Q	410N
Trade_Name	Automotive Glass Technician	Auto Body and Collision Damage Repairer	Auto Body Repairer	Automotive Painter
TradeTotal	16	4987	259	67
Apprentices	16	655	59	49
Candidate_JPs	0	25	3	0
Journeyman	0	4307	197	18
Tradespersons	0	0	0	0

A verbal update was also provided on the Apprentice/challenger C of Q exam pass/fail statistics for the period ending February 1, 2016.

A discussion took place regarding the increase in number of Journeyman in 310B which the Trade Board attributes largely to the activities of OCOT Enforcement Officers.

8.2 Apprenticeship Training and Curriculum Standards

The Program Coordinator reminded the Trade Board that the new Log Book for the Auto Body & Collision Damage Repairer (310B), Auto Body Repairer (310Q) and the Automotive Painter (410N) Apprenticeship Training Standards is available on the College’s website and is also being mailed out to the Apprentices once they become members of OCOT after signing a Registered Training Agreement (RTA). The Trade Board is pleased with the new format.

8.3 Curriculum Standards

The Trade Board was advised that the draft Curriculum Standards for 310B and 310Q are being presented to the Heads of Apprenticeship Training (HAT) committee in the next few weeks and then to the Motive Power Divisional Board for final review and approval. A decision would then be made on the implementation dates of these documents.

8.4 Red Seal Exams

The Program Coordinator advised that the Motor Vehicle Body Repairer (Metal and Paint) and

Automotive Painter Red Seal exams are scheduled to be released in the upcoming months and the Program Coordinator will communicate their release via email.

8.5 Motive Power Divisional Board Meeting Minutes

The Program Coordinator provided a copy of the draft December 2, 2015 Motive Power Divisional Board meeting minutes. The Trade Board reviewed the document.

9. Chair and Vice-Chair Elections

ON A MOTION MADE BY R. Hicks, SECONDED BY D. Deane AND CARRIED, W. James was elected as the Chair for a one-year term.

ON A MOTION MADE BY R. Hicks, SECONDED BY G. Breadman AND CARRIED, D. Deane remains the Vice-Chair until further notice.

10. Other Business

A. Matthews requested an invitation to speak to this Trade Board via email which was accepted by the Chair and other Trade Board members. He is a 310B technician and spoke about the issues impacting this trade, including:

- low hourly rates for insurance companies; and
- being instructed (by insurers) to carry out improper repair procedures not recommended by the manufacturer, making the technician ultimately responsible.

A discussion took place regarding these issues and others that are very challenging for this industry.

W. James provided an overview of the Canadian Collision Industry Forum which took place January 28-29 in Vaughan, Ontario. He advised that he was approached by an employer concerning the Training Delivery Agent (TDA) schedule issues. The employer stated that two of his apprentices were not able to complete their level 1 'in-school' training due to courses being cancelled or rescheduled. He expressed a great deal of frustration with this and the Chair communicated to the Trade Board that it is a critical problem that needs to be prioritized.

ON A MOTION MADE BY P. Topetto, SECONDED BY A. Leith AND CARRIED, the Trade Board recommends that the issue of TDAs cancelling, changing or postponing apprenticeship 'in-school' programs is critical and needs to be prioritized as apprentices are at a disadvantage and being ignored.

The Trade Board also reiterated its concern with Apprentices not receiving letters from the MTCU regarding their upcoming 'in-school' training schedules. Apprentices and employers are frustrated alike. Employers would like to be notified as well so that they can ensure that Apprentices are completing their programs. The Program Coordinator will inform her Manager so that this issue can be tabled at the next OCOT-MTCU co-delivery meeting.

J. Norris updated the Trade Board on several initiatives:

- C of Q prep courses are on-going and feedback has been positive;
- Apprenticeship Disconnect project: awards ceremony for Level 3 graduating Apprentices has received sponsorship/funding and a sponsor for the Orientation initiative will be

announced soon;

- Vehicle Security Professional program updates

11. Next Scheduled Meeting/Event

The Chair confirmed that the next meeting of the Trade Board is scheduled for June 7, 2016.

12. Adjournment

ON A MOTION MADE BY A. Leith, and CARRIED unanimously, the meeting was adjourned at 3:30 p.m.

“Wayne James”

Wayne James, Chair

June 17, 2016

Date

i Recording Officer