



Minutes

Auto Body & Collision Damage Repairer Trade Board Meeting

July 11, 2014 at 9:30 a.m.
Carstar Oakville East
916 Winston Churchill Blvd., Boardroom
Oakville, ON, L6J 7X5

Trade Board Members in Attendance

Robert Hicks, Chair
Greg Breadman

Don Deane
Peter Topetto

Trade Board Members not in Attendance

Henning Hansen
Alex Leith, Vice-Chair

Resource Persons/Guests in Attendance

John Norris, Executive Director, CIAA

Staff in Attendance

Franca Silvaggio, Program Coordinator

1. Call to Order/Welcome

The Chair called the meeting to order at 9:30 a.m.

2. Approval of Agenda

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

3. Conflict of Interest

No conflicts of interest were declared.

4. Previous Minutes

It was noted that A. Leith's name was misspelled. **ON A MOTION MADE BY G. Breadman, SECONDED BY D. Deane AND CARRIED**, the draft minutes of the Trade Board's March 10, 2014 meeting were approved as tabled, subject to the above-noted change.

5. Business Arising from Previous Minutes

The Program Coordinator provided an update on outstanding issues and reminded the Trade Board that the approved minutes will be made public via posting on the Ontario College of Trades (OCOT) website.

5.1 Deferral of Trade Classification Reviews (TCR) for Automotive Painter and Automotive Glass: Members were notified that this was triaged and addressed.

5.2 Request for Scope of Practice amendments to Auto Body & Collision Damage Repairer and Auto Body Repairer: the Trade Board was informed that this process is currently on hold and that updates will be provided as they become available. Members requested guidelines for writing 'proper' Scope of Practice statements to ensure it meets approval..

6. College of Trades Update

6.1 Academic Entry Requirements

The Program Coordinator provided the Trade Board with the Information Note regarding Consultation and Review of Academic Entry Requirements (AER).

A discussion took place regarding the AER for all trades represented by this Board which is grade 12, with the exception of Auto Body Repairer (310Q) which is grade 10. The Trade Board suggested that this should be changed to grade 12. Members were informed that Trade Boards will be part of the consultation process for any potential changes to AER.

6.2 Trade Equivalency Assessment (TEA)

The Program Coordinator advised that on April 8, 2014 the College assumed responsibility for conducting trade equivalency assessments and credential validations.

6.3 Exam Preparation Guide

The Program Coordinator advised that there is an Exam Preparation Guide on the OCOT website that provides guidelines and resources for those intending to write their Certificate of Qualification/Red Seal exam.

6.4 Enforcement Update

The Program Coordinator updated the Trade Board on recent statistics and data provided by the Compliance & Enforcement Department.

A discussion took place regarding the issues that exist within the Auto Body trades, specifically the issue of those who are working without valid certification. The Trade Board believes that enforcement is very important and requested statistics on the numbers who have come into compliance after a visit from College Enforcement staff. J. Norris reported anecdotal evidence suggesting an increase in interest in the TEA process as a means to become compliant.

6.5 Registrar's Report

The Program Coordinator provided a copy of the March/April 2014 Registrar's Report and highlighted some key sections.

6.6 Motive Power Dialogue Summary

The Program Coordinator provided a copy of the summary of the Motive Power Dialogue meeting of January 27, 2014.

7. Program Update

7.1 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) from the period April 8, 2013 to July 1, 2014. For future reports, the Trade Board requested statistics on the completion of the in-school portion of apprenticeship programs.

7.2 Apprenticeship Training and Curriculum Standards

The Program Coordinator advised that the Apprenticeship Training Standards for the Auto Body & Collision Damage Repairer (310B), the Auto Body Repairer (310Q) and the Automotive Painter (410N) trades are in the process of being approved and officially released. She also advised that the workshop to update the Curriculum Standard for 310B and 310Q is scheduled to take place on July 28, 29 and 30, 2014.

The Trade Board conducted a brief review of the Level 1, 2 and 3 Reportable Subjects and hours, and indicated an interest in requesting an additional 4 to 6 weeks of in-school training to accommodate technological changes in the industry and ensure apprentices are properly trained.

7.3 Motive Power Divisional Board Meeting Minutes

The Program Coordinator provided a copy of the draft minutes of the March 24, 2014 Motive Power Divisional Board meeting.

7.4 Program Summaries/Fact Sheets

The Trade Board reviewed the existing Program Summary for Auto Body and Collision Damage Repairer (Branch 1) developed under the guidance of the Ministry of Training, Colleges and Universities (MTCU). The Trade Board was invited to review and provide feedback at the next Trade Board meeting.

8. Election of Chair and Vice-Chair

The Trade Board agreed to defer this item until the next meeting.

9. Trade Classification Review Update

The Trade Board received an update on the current status of Trade Classification Reviews at the College, including that the Board of Governors has approved the development of a regulation that, if passed, would allow for a two-year implementation plan for the reclassification of the Sprinkler and Fire Protection Installer trade from voluntary to compulsory membership in the College.

10. Other Business

The Trade Board conducted a roundtable discussion on current labour market trends in the auto body field, including requirements for restoration garages and whether they require 310B or 310Q licences. J. Norris provided an update on several items, including the nine CIIA workshops that took place across Ontario at which Enforcement & Compliance staff presented. He advised that letters were sent to Auto Painter companies who may be interested in being a Training Delivery Agent. He also provided a summary of the April 25, 2014 Apprentice Disconnect meeting that took place at OCOT.

11. Next Scheduled Meeting/Event

The Chair confirmed that the next meeting of the Auto Body & Collision Damage Repairer Trade Board is scheduled for November 14, 2014.

12. Adjournment

The meeting was adjourned.

“Robert Hicks”

Robert Hicks, Chair

December 11, 2014

Date