



Meeting Minutes

Construction Craft Worker Trade Board Meeting

October 15, 2015 at 12:00 noon
LiUNA Office Boardroom
1315 North Service Road East
Oakville, ON, L6H 1A7

Trade Board Members in Attendance

Craig Moore, Chair
Dennis Cancian
Eric Lewis
Jim Mackinnon
John Mandarino

Trade Board Members not in Attendance

Mike Ryan, Vice-Chair

Resource Persons/Guests in Attendance

None

Staff in Attendance

Joseph Pyringer, Program Coordinatorⁱ
Royden Trainor, Director, Policy and Programs

1. Call to Order/Welcome

C. Moore called the meeting to order and welcomed Trade Board members. Introductions were carried out for the benefit of the two new Trade Board members and staff in attendance.

2. Approval of Agenda

ON A MOTION DULY MADE BY J. Mandarino, SECONDED BY D. Cancian, AND CARRIED, the agenda was approved as circulated.

3. Conflict of Interest

No conflicts of interest were declared.

4. Vote for Vice-Chair

ON A MOTION DULY MADE BY C. Moore, SECONDED BY D. Cancian, AND CARRIED, E. Lewis is hereby elected Vice-Chair of the Construction Craft Worker Trade Board to hold office for one (1)

year. It was agreed M. Ryan should become Chair and that C. Moore will conduct the remainder of the meeting in M. Ryan's absence.

5. Trade Board Resolutions & Issues Update

- 5.1** Staff reviewed responses to previous issues presented by the Trade Board regarding the Appointments Council's application process and criteria, Dean Review reports, Compliance and Enforcement statistics, Trade Equivalency Assessment, and the Harmonization process.
- 5.2** The Trade Board acknowledged that the College will consider clarifying its Compliance and Enforcement statistical reporting by creating separate data sections for heavy roads, sewer, water mains and utilities. It was requested that the College also provide this information retroactively if possible.
- 5.3** The Trade Board inquired as to what is considered an apprenticeship 'completion', and what does it affect. It was stated that the Ministry of Training, Colleges and Universities considers completion to be the attainment of a Certificate of Apprenticeship, but the College views completion is the attainment of a Certificate of Qualification. The Trade Board requested a clear outline of what the completions represent.

6. College of Trades Update

- 6.1 Draft Construction Divisional Board Minutes – June 22, 2015**
Trade Board reviewed the draft June 22, 2015 Construction Divisional Board minutes.
- 6.2 Exam Preparation Guide (new Version 2 guide online)**
Staff introduced the new Exam Preparation Guide.
- 6.3 Program Evaluation Process**
Staff reviewed the process for the Program Evaluation.
ON A MOTION DULY MADE BY J. Mandarino, SECONDED BY C. Moore, AND CARRIED, the Trade Board recommends that all Trade Boards in their sector are notified of any trade that comes under review by the Program Evaluation Process.
- 6.4 Registrar's Report – Q2 2015**
Trade Board reviewed the Registrar's Report for the second quarter of 2015.
- 6.5 Communications and Marketing**
Staff presented two newly produced videos by the College: one called 'Tune in, Trade up' and one about the College's partnership with 'Helmets to Hardhats', both available online.
- 6.6 Compliance and Enforcement**
Staff provided Compliance and Enforcement statistics for January-August 2015.

7. Program Update

- 7.1 National Occupational Analysis**
Staff reported that the new National Occupational Analysis for the Construction Craft Worker trade is expected to be released in fall 2015.

7.2 Table of Specification Workshop

Staff will select a committee to conduct a Table of Specifications workshop in preparation for the upcoming Item Bank Workshop.

7.3 Item Bank Workshop (January 2016)

Staff reported that notices will soon go out for Subject Matter Experts to participate in the Construction Craft Worker Item Bank Workshop.

7.4 Trade Statistics

Staff provided trade statistics on Trade Counts, Exams and Registered Training Agreement registrations as of October 2015.

7.5 New Trade Fact Sheet

Staff presented the new Construction Craft Worker Trade Fact Sheet which will be posted on both the main College website and the youth-oriented Earn While You Learn website, as well as for other promotional purposes.

8. Industry Update

8.1 Canada National Apprenticeship Survey

Staff reported on the new Canada National Apprenticeship Survey, which is available on the Statistics Canada website.

9. Other Business

No other business was raised.

10. Next Scheduled Meeting

The next meeting of the Trade Board has been scheduled for February 25, 2016 at 9:00 a.m.

11. In Camera

An in camera session did not take place.

12. Adjournment

The meeting was adjourned.

“Craig Moore”

Craig Moore, Chair

April 14, 2016

Date

ⁱ Recording Officer