



Minutes

Elevating Devices Mechanic Trade Board Meeting

June 23, 2015 at 9:30 a.m.
The Ontario College of Trades
655 Bay Street, Suite 600, Room 601
Toronto, ON, M5G 2K4

Trade Board Members in Attendance

Jeff Righton, Chair	Ben McIntyre
Greg Huffman, Vice-Chair	Phil Staite
Hao Lu Guang	Sean Cowen

Trade Board Members not in Attendance

None

Resource Persons/Guests in Attendance

Tony Dean, Reviewer, Dean Review
Samantha Anderson, Project Director, Dean Review
Mary Yu, Ministry of Training Colleges and Universities

Staff in Attendance

Dev Baichan, Program Coordinator, Standardsⁱ
Royden Trainor, Director, Policy and Programs

1. Call to Order/Welcome

The Chair called the meeting to order at 9:45 a.m. The Program Coordinator officially welcomed the Trade Board and introduced himself. He welcomed newly appointed Trade Board member S. Cowen to the Trade Board and a round of introductions took place.

2. Approval of Agenda

The Trade Board informed the Program Coordinator that an election for a new Vice-Chair was to be added to the Agenda. **ON A MOTION MADE BY B. McIntyre, SECONDED BY G. Huffman AND CARRIED**, the agenda was approved as amended.

3. Conflict of Interest

The Program Coordinator briefed the Trade Board on the terms regarding conflict of interest as

stated in the Trade Board Orientation Manual. No conflicts of interest were declared.

4. Previous Minutes

ON A MOTION DULY MADE BY B. McIntyre, SECONDED BY P. Staite AND CARRIED the draft minutes of the Trade Board’s February 12, 2015 meeting were approved as tabled.

5. Update on Trade Board Resolutions & Issues

5.1 Technical Standards and Safety Authority (TSSA)

R. Trainor updated the Trade Board on ongoing discussions with the TSSA regarding the joint regulatory responsibilities of the Elevating Devices Mechanic trade. The Trade Board voiced its concerns of the dual fees that apprentices in this trade are subject to and continues to request that the College and the TSSA work together to resolve this issue. R. Trainor advised that there are ongoing meetings scheduled with the TSSA to discuss such issues and that the two regulating authorities are looking to develop a Memorandum of Understanding.

6. Tony Dean Review

6.1 Update on Written Submissions

The Program Coordinator provided an update regarding the Dean Review. He advised that the written submissions have been posted online and showed the Trade Board where to access the submissions on the Dean Review website. The Trade Board reviewed the TSSA submission.

6.2 Meeting with Tony Dean

T. Dean met with the Trade Board and discussed his ongoing review of the College’s scopes of practice and trade classification review process. Questions from the Trade Board included timing and parameters of the review.

7. Program Update

7.1 Training Standard Update

The Trade Board reviewed and discussed the draft Training Standard. The Program Coordinator informed the Trade Board of the next steps in development process of Training Standard.

7.2 Curriculum Update

The Program Coordinator advised that the Curriculum Standard for the Elevating Devices Mechanic trade is up for renewal and that the College has allocated resources for the development of this product. The Trade Board supports the development of the new Curriculum Standard. The Program Coordinator advised that the workshop will be held in the fall of 2015 and the Trade Board has been asked to nominate instructors that would be able to participate in the workshop.

7.3 Trade Fact Sheets

The Program Coordinator displayed the Earnwhileyoulearn.ca website and advised that the College will be developing new trade Fact Sheets – a one-page resource that serves as an introductory piece to the trade. The Fact Sheets will be used primarily by high school students, youth, and people looking to enter a career within the skilled trades. The Trade Board commended the College on the development of these products and in its effort to continue to fulfil its mandate of promoting the skilled trades to youth. The Trade Board suggests that the College incorporate links and information to employability factors and essential skills for the trades.

7.4 Trade Count as of June 3, 2015

	Active Apprentices	Active Journeyman Candidates	Active Journeymen
636E	622	0	7

8. College of Trades Updates

8.1 Industrial Divisional Board Update

The Program Coordinator advised that the Industrial Divisional Board met on June 10, 2015.

8.2 Registrar’s Reports

The Program Coordinator distributed the Fourth Quarter 2014 – February 24, 2015 and the First Quarter of 2015 reports. The Trade Board reviewed the documents which led to a further discussion around the College’s newly developed trade Fact Sheets and the youth microsite (earnwhileyoulearn.ca). The Trade Board sees these new resources as aids to help market its trades to youth.

8.3 Compliance and Enforcement

The Trade Board was updated on the College’s Compliance and Enforcement activities in the period May 2013-March 2015.

9. Election of Vice-Chair

G. Huffman accepted the role of Chair, while S. Cowen was elected as the new Vice-Chair for the Elevating Devices Mechanic Trade Board.

10. Next Scheduled Meeting/Event

The Trade Board is next scheduled to meet on September 17, 2015.

11. Adjournment

ON A MOTION MADE BY P. Staite, SECONDED BY J. Righton AND CARRIED, the meeting adjourned.

“Greg Huffman”
Greg Huffman, Chair

September 17, 2015
Date

ⁱ Recording Officer