



Minutes

Heat and Frost Insulator Trade Board Meeting

April 24, 2014 at 10:00 a.m.

The Master Insulators' Association of Ontario
2600 Skymark Avenue, Suite 1-101
Mississauga, ON, L4W 5B2

Trade Board Members in Attendance

Adam Melnick, Chair
Randy Sloane, Vice-Chair
Walter Keating

Trade Board Members not in Attendance

Ken Walsh

Resource Persons/Guests in Attendance

None

Staff in Attendance

Leah Tussman, Program Coordinator

1. Call to Order/Welcome

The Chair called the meeting to order at 10:00 a.m.

2. Approval of Agenda

ON A MOTION DULY MADE BY R. Sloane, SECONDED BY W. Keating AND CARRIED, the agenda was approved as circulated.

3. Conflict of Interest

No conflicts of interest were declared.

4. Previous Minutes

ON A MOTION DULY MADE BY W. Keating, SECONDED BY R. Sloane AND CARRIED, the draft minutes of the Trade Board's February 4, 2014 meeting were approved as tabled.

5. Update on Trade Board Resolutions & Issues

The Program Coordinator sent the Trade Board members electronic copies of the Schedule of Training for Heat and Frost Insulator and the National Occupational Analysis (NOA) for Insulator (Heat and Frost). As well, the Program Coordinator advised the Trade Board members that she sent them the process for multiple registrations by email on April 9, 2014.

6. College of Trades Update

6.1 Member Services

The Trade Board members reviewed membership statistics from the February 18, 2014 Registrar's Report. These included membership numbers, active trade qualifications and revenue.

The Program Coordinator updated the Trade Board members on the College's efforts to ensure that deemed apprentices had successfully renewed their memberships with College. These efforts included increased call centre hours, online and automated payment systems and targeted mail-outs and telephone messages to these members. As well, the Program Coordinator shared a letter sent by the Ministry of Training, Colleges and Universities (MTCU) to Employers/Sponsors reminding them of the importance of having their apprentices renew their memberships with the College.

The Program Coordinator then showed the Trade Board members the Public Register on the College website.

6.2 Ratio Reviews

The Program Coordinator advised the Trade Board members that the new ratio regulation, O. Reg 104/14, *Ratios of Journeypersons to Apprentices*, came into effect on April 14, 2014. All trades with a prescribed ratio are included in this new regulation. Even though the Heat and Frost Insulator trade's ratio did not change after its Ratio Review, the ratio is prescribed in s. 14 of the regulation.

The Program Coordinator showed the Trade Board members where to access the regulation on the College's website as well as where to locate helpful information about ratios on the website and Frequently Asked Questions (FAQs) about ratios.

6.3 Trade Classification Reviews

The Program Coordinator advised the Trade Board that the Review Panel released its decision on the Sprinkler Fire Protection Installer (SFPI) Trade Classification Review on April 23, 2014. The result, in a split decision, was that the trade should be re-classified as a compulsory trade. The Program Coordinator showed the Trade Board members where to locate the decision on the College's website.

The Trade Board also discussed the invitation for submissions for the Construction Millwright Trade Classification Review. The Trade Board members reviewed the process for the Trade Classification Reviews. The Program Coordinator showed the Trade Board members the guidelines, dates and criteria for submissions on the College's website.

After reviewing the scope of practice for the Heat and Frost Insulator trade, The Trade Board members passed the following motion:

ON A MOTION DULY MADE BY R. Sloane, SECONDED BY W. Keating AND CARRIED, the Trade Board feels that the scope of practice for the Heat and Frost Insulator trade, as written in O. Reg

275/11, is not reflective of the trade, has not been validated by this Trade Board, and therefore the Trade Board would like to review the scope of practice for the trade and update it to reflect the reality of the trade today.

6.4 Enforcement

The Program Coordinator shared Enforcement statistics that were gathered up to the end of February 2014.

7. Program Update

7.1 Apprenticeship Trade Statistics

The Program Coordinator provided College membership statistics for the Heat and Frost Insulator trade as of April 17, 2014.

7.2 Update on Construction Divisional Board

The Program Coordinator distributed the draft minutes from the Construction Divisional Board's March 25, 2014 meeting.

The Program Coordinator updated the Trade Board members on the upcoming consultation on Academic Entry Requirements for the 156 trades under the *Ontario College of Trades and Apprenticeship Act, 2009*. The Trade Board members discussed the Grade 10 academic entry requirement for Heat and Frost Insulator. The Program Coordinator agreed to advise the Trade Board members once the consultations are announced.

7.3 Review of Schedule of Training

The Trade Board members agreed to defer a review of the Schedule of Training pending the outcome of an amendment to the trade's scope of practice. Along with the Trade Board members, the Program Coordinator planned the upcoming validation workshop of the NOA for the Red Seal Insulator (Heat and Frost).

8. Next Scheduled Meeting/Event

The Chair confirmed that the next meeting of the Trade Board is scheduled for September 23, 2014.

9. Adjournment

ON A MOTION DULY MADE BY W. Keating, SECONDED BY R. Sloane AND CARRIED, the meeting was adjourned.

"Adam Melnick"

Adam Melnick, Chair

September 23, 2014

Date