



# Minutes

## Heat and Frost Insulator Trade Board Meeting

May 11, 2015 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

Randy Sloane, Chair

Adam Melnick

David Gardner, Vice-Chair

Walter Keating

### Trade Board Members not in Attendance

None

### Resource Persons/Guests in Attendance

None

### Staff in Attendance

Dev Baichan, Program Coordinator, Standards<sup>i</sup>

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#### 1. Call to Order/Welcome

The Chair called the meeting to order at 10:15 a.m. The Program Coordinator officially welcomed the Trade Board.

#### 2. Approval of Agenda

**ON A MOTION MADE BY A. Melnick, 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 D. Gardner, SECONDED BY A. Melnick AND CARRIED** the draft minutes of the Trade Board's January 13, 2015 meeting were approved as tabled.

#### 5. Update on Trade Board Resolutions & Issues

### **5.1 TEA update for 253C and 253A**

The Program Coordinator advised that the College has deemed the 253C trade to be equivalent to that of the 253A, and that any person possessing a 253C Certificate of Apprenticeship (C of A) issued by the Ministry of Training, Colleges and Universities (MTCU) can go through the Trade Equivalency Assessment (TEA) process with the College and, when approved, will be issued a 253A Provincial Certificate of Qualification (C of Q) issued by the College, prior to the implementation of the Red Seal Certification Exam in Ontario.

### **5.2 Membership Registration Update**

A. Melnick provided an update on the Master Insulator Associations (MIA) membership application process to the College. He advised that there are roughly 700 MIA members who hold an MTCU-issued C of A. A. Melnick advised that the College and the MIA were looking at various ways to do a mass registration for the MIA membership and that there were significant hurdles that were cleared in order to develop a process to have the MIA members join the College, including that mass registration may not be viable due to certain privacy protections and that individual applications may be the only way to move forward. Subsequently, the Trade Board agreed that the implementation of the Red Seal exam should be delayed and would like to discuss exam implementation timelines on a conference call scheduled for June 29, 2015.

### **5.3 Communications Plan and Exam Implementation Process**

The Program Coordinator advised that the College has developed a communications plan around the exam implementation process. The implementation date is a critical factor, as once the Red Seal exam implementation date has been finalized, communications on the Red Seal exam will be released on an ongoing basis by the College prior to the exam's implementation.

## **6. College of Trades Update**

### **6.1 Tony Dean Review**

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.

### **6.2 Registrar's Report**

The Program Coordinator distributed the February 24, 2015 report. The Trade Board reviewed the document which led to a discussion around the College's Communications and Marketing activities and recently developed promotional videos.

### **6.3 Compliance and Enforcement**

The Trade Board was updated on the College's Compliance and Enforcement activities for the period of May 2013 – March 2015 and from January – March 2015.

### **6.4 Trades Today Magazine**

The Program Coordinator handed out copies of the winter and spring editions of the Trades Today magazine and advised that extra copies of the magazine can be obtained from the College.

## **7. Program Update**

The Trade Board discussed the statistics of the various College membership classes for the Heat and Frost trade.

## **8. Next Scheduled Meeting/Event**

The Trade Board is next scheduled to meet on September 1, 2015.

**9. Adjournment**

**ON A MOTION MADE BY D. Gardner, SECONDED BY A. Melnick AND CARRIED,** the meeting adjourned.

“Randy Sloane”

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Randy Sloane, Chair

September 1, 2015

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Date

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i Recording Officer