



Minutes

Heat and Frost Insulator Trade Board Meeting

September 23, 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

None

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 April 24, 2014 meeting were approved as tabled.

5. Update on Trade Board Resolutions & Issues

The Program Coordinator advised that any amendments to scopes of practice in the four

regulations have been put on hold. She will advise the Trade Board once there is an opportunity to amend the scope of practice for Heat and Frost Insulator.

6. College of Trades Update

6.1 Member Services

The Program Coordinator informed the Trade Board members that in March 2014, the College informed those in the Journeyperson Candidates class set to expire on April 8, 2014 and shortly thereafter that they would be offered a one-time extension until July 4, 2014 to write and pass their Certificate of Qualification (C of Q) exam.

All those who have not yet passed their C of Q exam and moved into the Journeypersons class by July 2014 will have their status in the Journeypersons Candidates class marked as expired. The College has reached out to these individuals via letter, email and automated voice messages to remind them of their requirement to write and pass their C of Q exam by the deadline.

As well, the Program Coordinator shared a letter from the College that was sent to all ‘deemed’ apprentices. It informed them that they had until September 19, 2014 to renew their membership with the College or it would expire and their Registered Training Agreement (RTA) with the Ministry of Training, Colleges and Universities (MTCU) and employer/sponsor would be suspended. If the apprentice’s RTA is cancelled, a new agreement will have to be signed with MTCU and the employer/sponsor and the apprentice’s College membership fee will need to be reinstated and a reinstatement fee will be charged. She explained that the College has reached out to these individuals through various reminder letters.

Finally, the Program Coordinator showed the Trade Board members the Member Benefits tab on the College’s website and informed the members of the new additions to the College’s affinity program.

6.2 Strategic Plan/Annual Report

The Program Coordinator advised that the College’s Strategic Plan had been approved by the Board of Governors (BoG) at its August 2014 meeting. She showed the Trade Board members where to access the Strategic Plan on the College’s website.

She also showed the Trade Board members where to access the College’s Annual Report on the website and they discussed the June 17, 2014 Annual Meeting of Members.

6.3 Trade Classification Reviews

The Program Coordinator advised that the BoG 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. It has also approved a ‘grandparenting’ provision — an exemption from the C of Q exam for the trade will be available to qualified candidates during the first year of the two-year implementation period.

The exam exemption would apply to individuals who are engaging in the work of the Sprinkler and Fire Protection Installer trade who do not have a C of Q in the trade, but who have a Certificate of Apprenticeship (C of A) in the trade or who have qualifications and experience that are equivalent to a C of A in the trade.

6.4 Enforcement

The Program Coordinator shared enforcement statistics from May 2013 to the end of August 2014. She then showed the Trade Board members the latest Public Advisories on the College's website. The Public Advisories provide information on violations of the *Ontario College of Trades and Apprenticeship Act, 2009*.

6.5 Communications Update

The Program Coordinator informed the Trade Board members of the College's new apprenticeship brochure and youth microsite that came out this Fall. The new brochure provides easy-to-follow guidance and Frequently Asked Questions (FAQs) about exploring careers in the skilled trades. The youth microsite is designed for those exploring careers in the skilled trades, not for those who have already registered as apprentices. It is a tool for youth as well as the service providers who serve youth. The FAQs have been specifically drafted to respond to youth-specific issues.

The Program Coordinator also distributed the Summer 2014 edition of "Trades Today" to the Trade Board. As well, the Program Coordinator distributed a handout detailing financial grants and incentives for apprentices and employers.

7. Program Update

7.1 Apprenticeship Trade Statistics

The Program Coordinator provided College membership statistics for the Heat and Frost Insulator trade as of September 2, 2014. She also provided apprenticeship statistics for the trade from MTCU for the first quarter of 2014-2015.

7.2 Red Seal Status Update

The Program Coordinator advised that the Interprovincial Standards and Examination Committee (ISEC) approved Ontario's request to adopt the Insulator (Heat and Frost) Red Seal exam. The next step in the approvals process is to receive approval from the Canadian Council of Directors of Apprenticeship. Once this is received, the College will work with the Trade Board on implementation dates and outreach. The Program Coordinator will work with John O'Rourke, Manager of the College's Evaluations and Assessments team to discuss Trade Equivalency Assessment (TEA) requirements for the trade.

7.3 Update on Construction Divisional Board

The Program Coordinator shared the draft minutes of the May 13, 2014 and May 26, 2014 Construction Divisional Board meetings with the Trade Board.

8. Trade Board Voting

The Trade Board recognized that every member of the Trade Board will have one vote, including the Chair.

9. Next Scheduled Meeting/Event

The Chair confirmed that the next meeting of the Trade Board is tentatively scheduled for February 10, 2015.

10. Adjournment

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

“Adam Melnick”
Adam Melnick, Chair

January 13, 2015
Date