



Minutes

Industrial Mechanic Millwright Trade Board Meeting

September 18, 2015 at 9:30 a.m.
The Matcom Group Inc.
1531 Creditstone Road - Boardroom
Vaughan, Ontario, L4K 5V6

Trade Board Members in Attendance

Dave Rampersad, Chair
Leon Feng
Garwin Pitman

David Kavanagh
Randy Lee
Shawn Brellisford

Trade Board Members not in Attendance

Michael Hahn

Resource Persons/Guests in Attendance

Bob Lowe, Director, Field Development and Deployment, The Matcom Group

Staff in Attendance

Rottena Sparks, Program Coordinator¹
John O'Rourke, Manager, Evaluations and Assessments*

*Attended via Teleconference

1. Call to Order/Welcome

The Chair called the meeting to order at 9:33 a.m.

2. Approval of Agenda

ON A MOTION MADE BY G. Pitman, SECONDED BY D. Kavanagh AND CARRIED, the agenda was approved, subject to certain changes.

3. Conflict of Interest

No conflicts of interest were declared.

4. Previous Minutes

ON A MOTION DULY MADE BY D. Kavanagh, SECONDED BY S. Brellisford AND CARRIED, the draft minutes of the Trade Board's March [INSERT DATE], 2015 meeting were approved as tabled.

5. Update on Trade Board Resolutions & Issues

The Trade Board is awaiting formal responses from the Industrial Divisional Board regarding its resolutions.

6. College of Trades Update

Program Evaluation Project (PEP)

Staff provided a draft outline of the Program Evaluation Project that has been approved by the Board of Governors. The Trade Board was asked to review this draft document and provide feedback.

Executive Summary – Registrar’s Report for the Second Quarter of 2015

Staff reviewed the Registrar’s Report for the Second Quarter of 2015.

Communications and Marketing

The College saw an increase in traffic to its earnwhileyoulearn.ca website and emails about how to get into the specific trades that were profiled. In the second quarter, College-written stories were placed in 46 publications reaching over 1,767,654 people and an additional 12 letters to the editor/ops eds were published. The College’s second Annual Report, titled *Leading the way: Skills for tomorrow*, was released at the Annual Meeting on June 16, 2015.

Member Services

The second quarter ended with a total of 226,977 members in good standing. Throughout the second quarter, the College continued to receive significant call and email volume from members and the general public. During this time, the College surpassed the 500,000 calls handled threshold since opening its doors in April 2013.

Compliance and Enforcement

Staff provided statistics to the Trade Board for the period of January-July 2015. Investigations and Hearings (I&H) has implemented the new Complaint Summary Report that was developed with recommendations from the Complaints Committee. I&H continues to work closely with the Complaints Committee to consider certain process enhancements. Two Ottawa staff members have now been classified as Complaints/Incidents Officers. These staff have been trained to receive and triage reports and incidents of unauthorized workers, and to dispatch the appropriate Enforcement Officer.

There has been an industry discussion regarding apprenticeship membership in voluntary trades. The Trade Board requested express clarification in the legislation that apprentices in the voluntary trades are deemed to be members of the College. Staff will follow up and provide the link to the Trade Board via email.

7. Program Update

7.1 Apprenticeship Trade Statistics

Staff provided College membership statistics for the Industrial Mechanic Millwright, Bearings Mechanic, and Packaging Machine Mechanic trades from April 2013 to August 2015.

7.2 Exam Complaint

Staff presented an exam complaint for Trade Board review and feedback.

7.3 Curriculum Standard Workshop

Staff updated the Trade Board on the upcoming Curriculum Standards Workshop. Since all levels of the curriculum are being updated, the workshop will include the Construction Millwrights for levels one and two. The workshop is scheduled to take place in November 2015.

8. Industry Update

8.1 C of Q Challenger Hours – Construction Millwright

J. O'Rourke joined the meeting via teleconference to speak to a recent resolution:

"CofQ Challenger Hours – Industrial Mechanic Millwright & Construction Millwright

The Program Coordinator updated the Trade Board on the resolution passed by the Industrial Mechanic Millwright Trade Board that proof of 2,000 hours is adequate to allow a 433A/426A Certificate of Qualification (C of Q) holder to challenge the alternate C of Q exam. However, the language outlining the criteria for construction or industrial work must be mutually agreed upon by the Industrial Mechanic Millwrights and the Construction Millwrights. The next step would be to follow up with John O'Rourke, Manager of Evaluations and Assessments, at the College."

J. O'Rourke discussed the current practice of an Industrial Millwright challenging the Construction Millwright exam. The Trade Board agreed to continue with the current practice and suggested that a letter must come from the union representative, and in the event that the union rep is not equipped with the full scope of the trade, the letter will be passed on to the appropriate person. J. O'Rourke signed off from the call at 12:40 p.m.

ON A MOTION DULY MADE BY G. Pitman, SECONDED BY S. Brellisford, AND CARRIED the Trade Board recommends that once an Industrial Mechanic Millwright C of Q is issued, the individual must complete an additional 2000 hours in order to obtain the Construction Millwright C of Q. Alternately, once a Construction Millwright C of Q is issued, the individual must complete an additional 2000 hours in order to obtain the Industrial Mechanic Millwright C of Q. In addition, an individual who has achieved a C of A but has delayed obtaining a C of Q in either discipline may have hours accredited towards challenging the alternate C of Q, only after achieving the primary C of Q.

8.2 Round Table

D. Kavanagh advised that he participated in the General Machinist training standard in July 2015. The Trade Board would like to know if it is possible to obtain an item analysis for the Industrial Mechanic Millwright trade.

9. Next Scheduled Meeting/Event

The Trade Board confirmed that its next meeting is scheduled for January 15, 2016.

10. Adjournment

ON A MOTION DULY MADE BY G. Pitman, SECONDED BY S. Brellisford AND CARRIED, the meeting was adjourned.

"Dave Rampersad"

Dave Rampersad, Chair

January 15, 2016

Date

ⁱ Recording Officer