



# Minutes

## Instrumentation and Control Technician Trade Board Meeting

October 20<sup>th</sup>, 2015 at 8:30AM  
Ontario College of Trades  
Room 601, 655 Bay Street  
Toronto, ON, M5G 2K4

### Trade Board Members in Attendance

Dan Bryck, Chair  
Charles Rittner, Vice-Chair  
Harold Gruneberg

Brian Perreault

### Trade Board Members not in Attendance

None

### Resource Persons/Guests in Attendance

None

### Staff in Attendance

Ricardo Paniagua, Program Coordinator<sup>i</sup>

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#### 1. Call to Order/Welcome

The Chair called the meeting to order.

#### 2. Approval of Agenda

**ON A MOTION MADE BY H. Gruneberg, SECONDED BY C. Rittner AND CARRIED**, the agenda was approved as tabled.

#### 3. Conflict of Interest

No conflicts of interest were declared.

#### 4. Previous Minutes

**ON A MOTION MADE BY Dan Bryck, SECONDED BY C. Rittner AND CARRIED**, the draft minutes of the Trade Board's June 26<sup>th</sup>, 2015 meeting were approved.

## 5. Update on Trade Board Resolutions & Issues

### 5.1 MTCU In-School statistics

The Trade Board discussed the In-School statistics provided by MTCU regarding the below breakdown:

Trade Code	Trade Name	Active Apprentices	No Schooling	Level 1	Level 2	Level 3
447A	Instrumentation and Control Technician	470	187	70	151	62

Based on the recently updated (June 2015) list of TDAs currently approved to offer apprenticeship classroom training, the following seven (7) TDAs offer classroom training for all three levels for the 447A trade:

- 1) Algonquin CAAT
- 2) Cambrian CAAT
- 3) College Boréal
- 4) Confederation CAAT
- 5) Conestoga CAAT
- 6) Lambton CAAT
- 7) Mohawk CAAT

### 5.2 Trade Board Appointments

Charles Rittner and Harold Gruneberg terms as Trade Board members are to expire on February 14, 2016 and they both will be submitting their application form for the possibility of a third and last term re-appointment.

### 5.3 Trade Board Resolution

**ON A MOTION DULY MADE BY all the members of the Instrumentation and Control Technician Trade Board**, the Trade Board recommends that the College of Trades should institute the Red Seal Policy 1580. Such policy states the following:

An upgrading activity approved by the Director of Apprenticeship or designate (Ontario College of Trades in the province of Ontario), should be successfully completed prior to the third and every subsequent attempt to re-write a Certification of Qualification examination.

## 6. Red Seal Commitments

### 6.1 Instrumentation and Control Technician Training Standard Update

Program Coordinator discussed the upcoming workshop to review the Training Standard. The workshop is being held at the Ontario College of Trades end from October 21<sup>st</sup> through October 23<sup>rd</sup>, 2015.

## 7. College of Trades Update

### 7.1 Dean Review

Program Coordinator provided an update on the current work performed by Mr. Dean on his review from the College and will communicate with all Trade Board members upon release on this report.

### 7.2 Enforcement Update

An update on the current work of the Compliance and Enforcement Division was provided. It was noted some of the work that the Enforcement Division of the College is performing. Between January 1<sup>st</sup>, 2015 and September 30<sup>th</sup>, 2015, 7,787 field inspections and compliance promotion visits were conducted across the province.

### 7.3 Instrumentation and Control Technician Fact Sheet

Program Coordinator provided an overview of the newly developed Fact Sheet for the Instrumentation and Control Technician available online at [http://www.collegeoftrades.ca/wp-content/uploads/TFS Instru Control Tech Oct20153.pdf](http://www.collegeoftrades.ca/wp-content/uploads/TFS_Instru_Control_Tech_Oct20153.pdf)

## 8. Program Update

### 8.1 Trade Statistics

Program Coordinator has provided an overview of current trade statistics as of October 3<sup>rd</sup>, 2015:

447A	Instrumentation and Control Technician	Total	Apprentice	Journey person Candidates	Journey person	Tradesperson
		<b>730</b>	<b>464</b>	<b>28</b>	<b>227</b>	<b>11</b>

### 9.2 Industrial Divisional Board Update

Program Coordinator distributed the draft minutes of the October 8<sup>th</sup>, 2014 Industrial Divisional Board meeting.

## 9. Next Scheduled Meeting/Event

Tentative date for a future Trade Board Meeting is February 26<sup>th</sup>, 2015. Date is to be confirmed by all Trade Board members.

## 10. Adjournment

The meeting adjourned at 3:30PM.

“Dan Bryck”

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Dan Bryck, Chair

April 8, 2016

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Date