



Minutes

Network Cabling Specialist Trade Board Meeting

Friday, April 8, 2016 at 9:00 a.m.
RYCOM Corp.
6201 Highway 7, Unit 8,
Vaughan, Ontario, L4H 0K7

Trade Board Members in Attendance

John Hogan, Chair
Peter Olders, Vice-Chair
Derek Andreoff
James Stewart

Trade Board Members not in Attendance

None

Resource Persons/Guests in Attendance

Ryan Garner, RCDD , Telecommunications Infrastructure Specialist, RYCOM TPM

Staff in Attendance

Joseph Pyringer, Program Coordinatorⁱ

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- 1. Call to Order/Welcome**
The Chair called the meeting to order and welcomed the Trade Board members and R. Garner.
 - 2. Approval of Agenda**
ON A MOTION MADE BY P. Olders, SECONDED BY D. Andreoff AND CARRIED, the agenda was approved as circulated.
 - 3. Conflict of Interest**
No conflicts of interest were declared.
 - 4. Vote for Vice Chair**
P. Olders was unanimously accepted as the Chair, and D. Andreoff was voted in as the Vice Chair.
P. Olders continued as the Chair of the meeting.
 - 5. Approval of Previous Minutes**
ON A MOTION DULY MADE BY J. Stewart, SECONDED BY D. Andreoff AND CARRIED, the draft

minutes of the Trade Board's October 30, 2015 meeting were approved as tabled.

The Trade Board discussed that there should be more contractors' input to help promote the Network Cabling Specialist (NCS) trade and that they should encourage their staff to get their NCS Certificate of Qualification (CofQ). It was noted that some industry stakeholders have stated that if the NCS trade became compulsory they would participate in the process.

The Trade Board also discussed electricians who also have their CofQ in the NCS trade should contact the College and request that their NCS certification is also added to their profile, which can be completed for no additional costs. This would help to increase the statistical information about the trade, but some Journeypersons have stated that they do not want to add their voluntary trade CofQ because they do not want to lose their "lifetime CofQ". The Trade Board stated that there is only one cost for both certifications, so as long as they keep their compulsory CofQ current, it should not be an issue. This led to a conversation regarding the problem of the "lifetime CofQ" holders losing their CofQ if they join the College and the Trade Board noted that the College should find a solution to this problem soon.

It was noted that there should be more focus on informing Employers on the benefits of their staff completing a NCS CofQ. One large employer told a Trade Board member that they do not need the NCS certification because they are certified in Systimax® Certification. They do not seem to understand all the other benefits of NCS certification. It was also noted that some employers are starting to commit to signing up as Apprentices once they have spent some time in the trade and show that they are committed to following through with an apprenticeship, but some employers say that they do not want to pay employees for more certification if it will not help them to secure more jobs.

The Trade Board agreed that more contractors should be invited to future Trade Board meetings to inform them on the Apprenticeship program and the benefits of training Apprentices and securing certified staff. The Trade Board also discussed the possibility of arranging a meeting with about 30 contractors for an apprenticeship information session.

6. Trade Board Resolutions & Issues Update

6.1 Regarding Section 6.2 of the June 12, 2015 Trade Board minutes (Resolution #187) which discussed updating the exam, the College has yet to make a final decision on this request. There is a high interest and commitment from the Trade Board to participate in the exam updates, possibly even providing a location to hold the meeting at little cost to the College. Staff advised on the related update provided in Section #13 of the Service Divisional Board November 25, 2016 minutes. Staff will advise the Trade Board by email as soon as a decision is made on updating the exam.

6.2 Regarding Section 9.2 of the October 30, 2015 Trade Board minutes (Resolution #202), the College states that there are privacy concerns with this request and the Ministry of Training, Colleges and Universities (MTCU) cannot provide the contact information. The Trade Board discussed gathering more trade contacts by requesting increased participation on their LinkedIn page and will continue to send informative emails to the subscribers about NCS trade issues. The Trade Board also discussed the possibility of arranging discounts with suppliers that would award discounts on products if the purchaser provides their NCS certification.

6.3 Regarding Section 9.3 of the October 30, 2015 Trade Board minutes (Resolution #203), this

recommendation was approved by the Service Divisional Board and a response letter was to be drafted, but the Director has now suspended this resolution/letter to go forward for legal review and privacy considerations. Staff asked his manager to check on this and confirm that there should not be privacy concerns because the Trade Board's request was for the College to send the information out, not to give the Trade Board the contact information. The Trade Board has stated that it would like to see a quick resolution to this item since the Divisional Board has already approved the request.

- 6.4 Regarding the second motion in Section #9.3 of the October 30, 2015 Trade Board minutes (Resolution #204), management has stated that the Trade Board email accounts have been shut down. The Trade Board requested to know the process for College members to contact their Trade Board.
- 6.5 Regarding Section 9.3 of the February 17, 2015 Trade Board minutes (Issue #210) where the Trade Board suggested that the College should initiate a webpage for the Network Cabling Specialist Trade Board on the College website in order to communicate trade information with Apprentices and Journeypersons in the trade. The Director has forwarded this information to the Communications unit as a suggestion. Staff gave the Trade Board the contact information of staff in the Communications and Marketing unit at the College, in order to coordinate the promotion of the NCS trade in a future Trades Today magazine edition.
- 6.6 Regarding Section 6.1 of the October 30, 2015 Trade Board minutes (Issue #261), the Trade Board questioned if the MTCU will re-issue a life-time issued Certificate of Qualification (CofQ) if it is lost and the person is not a member of the College in a voluntary trade. The College stated that MTCU was re-issuing the CofQ's to clients upon confirmation of identification, however, as these CofQ's were issued under either the Trades Qualification and Apprenticeship Act (TQAA) or the Apprenticeship Certification Act (ACA), which are now repealed Acts, the MTCU may only provide confirmation of CofQ's gained in the future through an MTCU form letter, which would verify that the person previously gained the certification.

7. College of Trades Update

- 7.1 **Draft Service Divisional Board Minutes – November 25, 2015**
Staff reviewed the minutes with the Trade Board
- 7.2 **Registrar's Report 4th Quarter 2015**
Staff reviewed the Registrar's Report for the Fourth Quarter of 2015.
- 7.3 **College Statement on Release of Dean Report**
Staff reviewed the College's official statement on the release of the Dean Report.
- 7.4 **Communications and Marketing**
Staff reviewed information on the latest initiatives from the Communications and Marketing department with the Trade Board.
- 7.5 **Compliance and Enforcement**
Staff provided Compliance and Enforcement statistics for 2015 and for the period from May 2013 to December 2015.
- 7.6 **Membership**

Staff reviewed information on new membership initiatives and statistics, including new membership certificates and stickers which will now contain security features.

7.7 Updated Travel Policy

Staff reviewed the new Travel Policy and highlighted the prospective changes.

7.8 Hire with Confidence Website

Staff reviewed the new Hire with Confidence website and the Trade Board is favorably impressed with the website. The Hire with Confidence site is a unique job board dedicated solely to connecting skilled trades-based Apprentices, Employers/Sponsors and certified Journeypersons across Ontario. The Trade Board questioned how the postings come off the site – is it the responsibility of the person who posts, or is there a set time period when it is automatically removed? Staff will look into this and provide a response to the Trade Board.

8. Program Update

8.1 Trade Statistics

Staff briefed the Trade Board on trade counts, and exam pass/fail statistics for the Network Cabling Specialist trade as of April 2, 2016.

8.2 Apprenticeship Completion

Staff reviewed the Apprenticeship Completion initiatives that MTCU is currently undertaking. The Trade Board and staff discussed exam preparation courses and content that should or should not be provided in these courses. Staff also discussed the importance of using the trade glossary provided in the Apprenticeship Training Standard and ensuring that mentors are using the correct terminology when training Apprentices.

8.3 In-School Training Availability

The Trade Board discussed in-school training availability and concluded that availability does not seem to be an issue with this trade at this time, but stated there does not seem to be enough apprenticeship training going on. More encouragement is needed to promote the benefits of apprenticeship to employers. Pre-Apprenticeship programs such as the Ontario Youth Apprenticeship Program (OYAP) were also discussed as an effective way to increase the chances of apprenticeship completion.

9. Industry Update

9.1 Dean Report Response

The Trade Board is unsure how the completed Dean Report recommendations will affect its trade and are waiting for the College's response on the implementation process. The Trade Board was also hoping to see more specific information that outlined procedures for voluntary trades in the report.

9.2 Diversity Award

Staff announced that the Ontario College of Trades has been selected as one of Canada's Best Diversity Employers for 2016.

9.3 Canadian Apprenticeship Forum (CAF) "On the Move" Tool

Staff provided an overview of the new labour mobility resource designed by CAF which can help provide Apprentices and Journeypersons with useful information regarding moving to a

different province or territory within Canada.

9.4 College News Release – Ipsos Poll

Staff reported that, according to a new Ipsos Reid poll conducted on behalf of the Ontario College of Trades, 95 per cent of Ontario parents are supportive of their children working in a trade-related profession – but they aren't talking about it. The Trade Board discussed a recent New York Times article that stated you can be further ahead over the course of a lifetime taking an apprenticeship, and earning while you learn, than getting a degree, trying to get a job in a related field and paying off a loan.

10. Other Business

10.1 The Trade Board announced that IBEW Local 105 in Hamilton has just received its Training Delivery Agent (TDA) status from MTCU and will be training Network Cabling Specialist Apprentices.

10.2 The Trade Board discussed the Skills Canada competition and would like to promote an NCS competition at future events. The Trade Board recommends that the Divisional Board supports a future NCS competition and sends a request letter to Skills Canada with this request.

At the June 12 2015 Network Cabling Specialist Trade Board meeting (Issue #232), the Trade Board requested that a letter and marketing information to support future NCS participation in the Skills Canada-Ontario Competition be sent on College letterhead to promote the Network Cabling industry. Given that the Ontario College of Trades is a gold sponsor of this event, the Trade Board felt it would be an excellent opportunity to increase public awareness and participation in the Network Cabling industry.

The Trade Board discussed promoting the need for Apprentices to participate in future proposed competitions, and requested that the College sends out a letter to Apprentice members registered with the College to request if they would like to put their name on a list of potential candidates for a possible future NCS competition at the Ontario Skills Competition that will be held in Toronto in 2017. A Trade Board member will draft a letter for this purpose if the College agrees to send out the letter.

10.3 The Trade Board noted that OYAP is a good promoter of the skilled trades and the Trade Board supports this program. It was noted that it is a good support structure for both the Apprentices as well as the employers, who are heavily involved in the process, including conducting interviews.

10.4 The Trade Board requests that the College ask the province to make it a requirement that at least one person needs to have a NCS CofQ to bid on government tenders on data communication and cabling. This would help support the government initiative to encourage and foster the development of skilled trades in Ontario and support emerging technologies.

11. Next Scheduled Meeting

The Chair confirmed that the next meeting of the NCS Trade Board is scheduled for September 9, 2016 at 9:00 a.m. at RYCOM.

12. In Camera

The Trade Board held an in-camera session.

13. Adjournment

The meeting adjourned at 3:35 p.m.

“Peter Olders”

Peter Olders, Chair

September 9, 2016

Date

ⁱ Recording Officer