



Minutes

Network Cabling Specialist Trade Board Meeting

Friday, September 9, 2016 at 9:00 a.m.

RYCOM Corp.

6201 Highway 7, Unit 8,
Vaughan, Ontario, L4H 0K7

Trade Board Members in Attendance

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

Trade Board Members not in Attendance

John Hogan

Resource Persons/Guests in Attendance

Cameron Anderson, Service Divisional Board Vice-Chair / Ontario College of Trades

Staff in Attendance

Joseph Pyringer, Program Coordinatorⁱ

1. Call to Order/Welcome

The Chair called the meeting to order and welcomed the Trade Board members and C. Anderson; formal introductions were made.

2. Approval of Agenda

ON A MOTION MADE BY J. Stewart, SECONDED BY D. Andreoff AND CARRIED, the agenda was approved as amended.

3. Conflict of Interest

No conflicts of interest were declared.

4. 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 April 8, 2016 meeting were approved as tabled.

The Trade Board discussed the Skills Competition and P. Olders said he contacted a skills competition representative who mentioned that since the Network Cabling Specialist (NCS) trade has already had

a competition in the past and it should not be a problem securing space for a NCS competition for the next event. P. Olders mentioned the need for Apprentices commitments to participate; there needs to be a way to contact the Apprentices. C. Anderson discussed that the TDA's need to be involved also. The Trade Board agreed, citing a problem with Apprentices not signing up with the College and then not being allowed to go to school. It was also suggested that Employers need to be more engaged and ask MAESD to offer more seats. NCS does not have an official association, there is BICSI, which is a professional association supporting the advancement of the information and communications technology (ICT) community, although BICSI does not recognize the NCS certification as they have their own. The Trade Board discussed how trades within the College distribute information to the people in each trade. C. Anderson mentioned that it was done mostly through the trades associations at this time.

5. Trade Board Resolutions & Issues Update

- 5.1** Regarding Section 6.2 of the June 12, 2015 Trade Board minutes (Recommendation #187) which discussed the request to update the exam, the manager of the Standards unit is currently reviewing this request with respect to budgeting, and also suggested requesting the names of the people who are complaining about the exam so that the College can contact them regarding exam counselling. The Trade Board states that it is the technical information that is outdated in the exam because it is from 2003, and they need to revise the exam. They feel it is not an issue of exam counselling as much as exam content and are still requesting that they are able to update the exam. Staff will advise the Trade Board by email as soon as a decision is made on updating the exam. The Trade Board will discuss this issue with persons who wrote the exam and complained and may forward the names to management if they agree to participate.
- 5.2** Regarding Section 9.3 of the October 30, 2015 Trade Board minutes (Recommendation #203) which outlines the Trade Board's recommendation to send out communication messaging to all College classes of the NCS trade through the College's communication process. This recommendation was approved by the Service Divisional Board and a response letter was to be drafted, but the Director suspended this resolution/letter to go forward for legal review and privacy considerations. The Manager of the Standards unit is currently working with the Director of Membership at the College to discuss developing a system that could work for all Trade Boards. Staff will keep the Trade Board updated on this issue.
- 5.3** Regarding the second motion in Section #9.3 of the October 30, 2015 Trade Board minutes (Recommendation #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. The College has suggested that for the time being, members of the College who wish to contact their respective Trade Boards can use the info@collegeoftrades.ca email address and put the name of the Trade Board in the subject line. (Example: For Network Cabling Specialist Trade Board.) The emails will then be routed to the respective Program Coordinator to bring forward to the Trade Board.
- 5.4** 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. The College has yet to make a decision on this issue.

5.5 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. The manager of the Standards unit noted that the Trade Board should be aware that there are a number of criteria for entering a trade into the competition. Items that the Trade Board should consider are:

- # of people in the trade
- Number of Training Delivery Agencies (TDAs)
- A person to develop the practical test
- A person who agrees to judge the event
- A person to evaluate the event
- A person to manage the project
- a \$10,000 deposit required to pilot new trades in this competition

The Trade Board responded that the NCS trade had a full competition at the event already established in the past and have already completed these initial processes with Skills Canada. A NCS trade demonstration continues to be presented at the event. They now want to move forward and re-establish a full competition and are requesting an endorsement letter from the College and a letter sent out by the College to the NCS Apprentices to invite them to compete in the event and to help promote this initiative.

5.6 Regarding the Trade Boards' recommendation (Recommendation #289) for the College to request the province to legislate a requirement for at least one person to have a NCS Certificate of Qualifications (CofQ) to bid on government tenders on data communication and cabling. Staff was instructed to send this issue to the Policy department to consider the issues and the implications. Staff will update the Trade Board once a response is received.

6. College of Trades Update

6.1 Draft Service Divisional Board Minutes – June 16, 2016

Staff reviewed the minutes with the Trade Board and C. Anderson was able to expand on many of the topics and discussed some issues with the Trade Board such as the Apprenticeship Training Tax Credit Eligibility for the Service sector.

The Trade Board also discussed that the Canadian Electrical Code needs to change with respect to Power over Ethernet (POE) items in order to make sure that emergency lighting systems work properly, and also with respect to inspections in Ontario. POE provides power through the network data system and is expanding into Light-emitting Diode (LED) lighting which enables adjustment of lighting through a computer. These systems are normally low powered but can run up to 100-watts of power, which incorporates life safety in components that are connected to the NCS trade, such as security cameras, phones, workstations, heating and cooling systems, etc.

Staff discussed the upcoming Program Evaluation Process and reiterated the criteria in which trades will be critiqued, including membership numbers and how the trade is conducted in other provinces. Discussion progressed on various scenarios that could result from this process which may affect the trade.

6.2 Registrar’s Report 1st and 2ND Quarter 2016

Staff reviewed the Registrar’s Report for the 1st and 2nd Quarter of 2016. The Trade Board discussed increasing the NCS membership at the College by promoting the trade and inspiring more people to participate in the trade. The Trade Board also discussed raising the participation in the Ontario Youth Apprenticeship Program (OYAP) for the NCS trade.

6.3 Amended College General Bylaw

Staff reviewed the revisions to the College General Bylaw under s. 25.7 which can waive ‘application fees’ payable under this By-law for Canadian Armed Forces Vets and Reservists as and when the Registrar considers it appropriate.

6.4 Hire with Confidence Job Board

Staff responded to a Trade Board inquiry regarding specifics of the duration job posts stay on the system, and whose responsibility it is to remove them from the Hire with Confidence Job Board, stating that currently the posts are removed from the site automatically after 4 weeks.

6.5 Ministry Transfer of Responsibilities – MTCU to MOL

The Trade Board discussed the College’s move to the Ministry of Labour (MOL) and questioned why it happened and who made it happen? It seems to have started a big rumor mill and the Trade Board would like to know why it has happened. Staff reported that the MOL has formally assumed responsibility for the College’s regulatory and administrative oversight, including the Tony Dean Report, and that the change does not impact the operation of the College. This decision was made by the Ontario government, and they have stated that the MOL’s responsibility for the College’s regulatory and administrative oversight will allow them to directly apply expertise to complex labour matters, including any role the Ontario Labour Relations Board (OLRB) may play with regards to enforcement activities. The Trade Board questioned if rulings made by the MOL ultimately negatively impacts a trade, will the decision be reversible or appealable? The Trade Board also affirmed that if there are additional responsibilities that need to be undertaken due to the College’s move to the MOL, then the MOL should fund it and not the members of the College.

7. Program Update

7.1 Trade Statistics

Staff briefed the Trade Board on the College’s trade membership counts for the Network Cabling Specialist trade as of September 1, 2016.

The Trades historical data is as follows:

- 1130 participants in the 631A Network Cabling Specialist apprenticeship program,
- 146 of whom have received the Certificate of Apprenticeship, and 444 participants in the 631A journey person program, 150 of who were issued a Certificate of Qualification through the ministry. That is a complete record, so it includes Apprentices currently active in the trade as well as journey person candidates currently working toward JP status.

7.2 NCS Curriculum Standard Update Discussion

The Trade Board will look at the curriculum standard and make suggestions as possible revisions.

8. Industry Update

8.1 Federal Skilled Worker Program (FSWP) Survey

Staff reviewed the Federal Skilled Worker Program Survey and the Trade Board stated they are not aware of these instances affecting the NCS trade.

9. Other Business

9.1 A Trade Board member sent out some questions to some NCS employers to gauge their interest in the NCS trade and their commitment to register Apprentices. The board member will continue to send out these questionnaires with the intent to gather information and to invite more interested Employers to the NCS Trade Board meetings.

9.2 A Trade Board member met with a school board and found that they had a large intake of electricians but there are not enough seats in OYAP for the demand. The Trade Board member explained about the opportunities for them to start an OYAP program for NCS.

9.3 The Trade Board stated that the Appointments Council should consider having Trade Board member’s delegated as alternates to help cover absenteeism. They could be called upon if a regular member cannot make the meeting.

10. Next Scheduled Meeting

The Chair confirmed that the next meeting of the NCS Trade Board is scheduled for Friday, January 20, 2017.

11. In Camera

The Trade Board held an in-camera session.

12. Adjournment

The meeting adjourned at 3:15 p.m.

“Peter Olders”

Peter Olders, Chair

January 20, 2017

Date

i Recording Officer