



Minutes

Roofer

Trade Board Meeting

May 25, 2014 at 9:00 a.m.

Ontario Industrial Roofers Contractors Association (OIRCA)
940 The East Mall, Etobicoke, ON, M9B 6J7

Trade Board Members in Attendance

Dan Schmidt, Chair
Paul Graveline

Michael Smaill
Gordon Sproule

Trade Board Members not in Attendance

Jose Manso, Vice-Chair

Resource Persons/Guests in Attendance

Don Marks, Executive Director, OIRCA

Staff in Attendance

Dev Baichan, Program Coordinator*

*Recording Officer

1. Call to Order/Welcome

The Chair called the meeting to order at 9:30 a.m. and welcomed resource persons D. Marks and the rest of the members in attendance.

2. Approval of Agenda

ON A MOTION MADE BY P. Graveline, SECONDED BY M. Smaill, AND CARRIED, the agenda was approved as circulated.

3. Conflict of Interest

None were declared.

4. Previous Minutes

Notes from the May 21, 2014 meeting were circulated and reviewed. As quorum was not achieved at the previous meeting, no formal motion was needed to approve the notes.

5. Trade Board Resolutions/Issues and Updates

ON A MOTION DULY MADE BY P. Graveline, SECONDED BY G. Sproule, AND CARRIED, the Roofer Trade Board requests that the Appointments Council fill the current Employee vacancy immediately as the Trade Board has operated from its inception with an Employee vacancy resulting in a number of meetings not achieving quorum. It was noted that the Trade Board has repeatedly requested that this vacancy be filled.

ON A MOTION DULY MADE BY G. Sproule, SECONDED BY D. Schmidt, AND CARRIED, the Trade Board requests that the Appointments Council provide an update on the number, names and qualifications of applicants on file, as the Trade Board members require lead time prior to the end of their term to make a decision on their tenure moving forward and to ensure the ongoing viability of this Trade Board. It was noted that terms of four (4) members of the Trade Board are set to expire on February 14, 2015.

5.1 Construction Divisional Board Update

The minutes from the May 13 and 26, 2014 Construction Divisional Board meetings were distributed and reviewed. The Program Coordinator updated the Trade Board on the Harmonization project and discussed the need for the newly developed Training Standard template.

5.2 Classification Process

A review of the College's trade classification process and criteria will be commenced shortly. All classification submissions are on hold until this review has been concluded.

5.3 Academic Entry Requirements

The Program Coordinator advised that the College has postponed the Academic Entry Requirements consultation as the Sprinkler and Fire Protection Installer classification and the review of the classification process are underway.

5.4 Chair/Vice-Chair Training

The Chair discussed the importance and relevance of the September 11, 2014 training session to the Board. It was noted that the Chair did not attend the session as his term as Chair on the Trade Board will soon come to an end. The Chair recommends that the Vice-Chair attend the next training session. The Program Coordinator went through the opening slides of the slide deck presented on September 11, 2014 to provide some context on what was covered at the first training session.

5.5 Scope Line Item – 3 – List of Materials

The College's Trades Analyst has requested that the Trade Board specify what materials may be referred to in line item 3 of the Roofer's Scope of Practice. The Chair asked D. Marks to draft a list of materials on behalf of the Trade Board.

5.6 Supreme Installer Certification

The Trade Board is looking at different initiatives of having the OCOT Certificate of Qualifications acknowledged by the roofing industry as the highest level of achievement, superseding manufacture-specific training programs. The Board feels that a certified Roofer should have already been tested on the fundamental areas of manufacture-specific training and be competent in the different installation processes. The Board would like to conduct an analysis between manufacture-specific training and the Apprenticeship Training Standard.

Condensing the amount of training and loss of time a Roofer faces while attending the manufacture-specific program is a possible benefit/solution for a Roofer who has achieved their Red Seal certification.

6. College of Trades Update

6.1 Registrar's Report

The Board reviewed the May/June 2014 and the July/August 2014 reports. Topics covered included Communications and Marketing, Compliance and Enforcement, Policy and Programs, Corporate Governance, Membership and Client Services.

6.2 Enforcement

The Trade Board was updated on the status of the Enforcement division and were provided with statistics regarding the division's activities. During the period from May 2013 to August 31, 2014 there have been 10,533 field inspections conducted by College Enforcement Officers and 280 provincial offences notices/tickets were issued. 3,577 people have been found working in a compulsory trade or as an Apprentice without any authority or credentials to do so. Links to Enforcement statistics, as well as the public advisories, are available on the College website.

6.3 Trades Today Magazine

The Trade Board was provided with the College's inaugural Trades Today magazine. There was discussion around the Communications and Marketing department and its strategy for the upcoming year. The Program Coordinator provided an update on the College's affinity program, including insurance discounts offered to the College's members.

6.4 TEA Process

The Program Coordinator advised that on April 8, 2014 the College assumed responsibility for processing Trade Equivalency Assessments (TEA) and credential validations from the Ministry of Training, Colleges and Universities (MTCU). A discussion around the availability, process and cost of the TEA process took place and the Trade Board was shown where to access the information and the TEA forms on the College's website.

6.5 Expiring Journeyperson Candidates and Apprentice notice

The Program Coordinator described the College's continued efforts to reach out to the deemed individuals.

6.6 Exam Preparation Guide

The Trade Board was made aware of the newly developed Exam Preparation Guide, a resource geared towards apprentices and exam challengers. The Program Coordinator discussed the resources found within the guide and where it is found on the College's website.

7. Program Update

The Trade Board was informed on the status of the Roofer Training Standard that is currently being revised and updated. The Program Coordinator provided trade statistics and exam pass rates.

8. Election of Vice-Chair

The Trade Board agreed that the election of the new Vice-Chair should be postponed until the

vacancies and re-appointments have been addressed.

9. Next Scheduled Meeting/Event

The Trade Board would like to hold its next meeting after February 14, 2015 to coincide with the new appointments and/or re-appointments to the Trade Board.

10. Adjournment

The meeting adjourned at 2:30 p.m.

“Dan Schmidt”

Dan Schmidt, Chair

March 19, 2015

Date