At 8:45am, Minister Hawkins addressed the Board on the 100th PACB meeting and met each Board member.

1. **Call to Order:**
   The meeting commenced at 9 a.m. on March 8, 2018. Chair, David Harris and Director of Apprenticeship, Sandra Bishop welcomed all members to the meeting.
   The Board also recognized International Women’s Day.

2. **Quorum/Attendance:**
   Chair confirmed that there was a full quorum.

3. **Approval of Agenda:**

   **MOTION:**
   A motion was passed by Karen Walsh and seconded by Craig Randell to approve the 100th Meeting agenda as presented.
4. Approval of the minutes of the PACB 99th meeting:
   Mona Morrow was added to the minutes as in attendance.

   **MOTION:**
   A motion was passed by Karen Rowe and seconded by Joann Greeley to adopt the minutes of the 99th meeting as presented

5. Business Arising from Minutes- Director

   Action items from the 99th meeting:
   a. List of acronyms- presented to the Board

6. Routine Business:
   a. Plans of Training (POT)
      I. Sheet Metal

   **MOTION:**
   A motion was passed to accept and approve the changes presented to the Board on the pre-employment and Direct Entry for Sheet Metal by Jennifer Hillier and seconded by Karen Walsh.

   II. Motor Vehicle Body Repair.

   **MOTION:**
   A motion was passed to accept and approve the changes presented to the Board on the pre-employment and Direct Entry for Motor Vehicle Body Repairer by Craig Randell and seconded by Karen Rowe.

   III. Landscape Horticulturist

   **MOTION:**
   A motion was passed to accept and approve the changes presented to the Board on the changes to the plan of training for Landscape Horticulturist by Jennifer Hillier and seconded by Karen Rowe.

   IV. Heavy Equipment Operator (Provincial Trade).

   **MOTION:**
   A motion was passed to accept and approve the changes presented to the Board on the changes to Heavy Equipment Operator by Joann Greeley and seconded by Amanda Cull.
B. Accreditation Agenda Items – presented to the members

C. Accreditations:
   a. Two - 3 year initial accreditations:
      
      I. Academy Canada Entry Level Motor Vehicle Body Repairer
         A motion was passed by Karen Walsh and seconded by Craig Randell to approve the Entry Level Motor Vehicle Body Repairer program with Academy Canada, Corner Brook for a 3 year initial accreditation based on the accreditation report presented. Expiry date: March 9, 2021
      
      II. CNA Entry Level Welder
         A motion was passed by Craig Randell and seconded by Joann Greeley to approve the Entry Level Welder program with CNA Placentia for a 3 year initial accreditation based on the accreditation report presented. Expiry date: March 9, 2021
         Geordie Walsh abstained

D. List of Advisory committee Activities – document in binder for review

7. New Business:
   a. Sandra discussed the update on the Online Training.
   b. Beverly Moore and Stephanie Granville presented a demonstration of AST online course which is still in development.
   c. Board members paid a visit to the House of Assembly and the 100th meeting was acknowledged.
   d. Karen Walsh presented on the Office to Advance Women Apprentices.
   e. Joanne Greeley presented a document Using Balance to Build and promote Women in Apprenticeship
   f. AAHP Office transferred to NL - update
      • 3 staff members hired, Charmaine Flynn, Christie Meadus and Lorraine Kavanagh.
      • We are presently working on Phase Two deliverables.
      • 6 trades to be harmonized in 18 months.
      • Charmaine and Christie introduced themselves and gave insight on the project and the overall plan for the next 18 months.
   g. Brian Bickford and Glen Brown presented an Application for Compulsory Trades designation for Sprinkler Fitter. The Board will discuss and make a decision on whether to move to next step of assessment process.
   h. Sandra presented on the new Apprenticeship IT System.
      • The core system is currently being developed after which province will implement the new system.
• Newfoundland is looking at 2019 for early rollout.
• Training providers will have a presentation in the next couple of months.
• An updated policy manual is being developed.

i. Sandra and Dave reviewed the 3 Year Annual Activity Plan with the members. ATCD is required to report on the plan each year for three years.

8. Review of Action Items
• Statistics - What percentage of passing in trades, Pass and Fail Rates.
• Presentation to send out of Labour market information.
• Sandra will contact Service NL and Fire Emergency Services to find more information on Sprinkler Systems Compulsory Certification Application.
• Link for announcement on the On Line Training to send to Board members.
• New approach to Journeypersons or Apprentices to apply for Advisory Committee.

9. Date and location of next meeting
• Thursday June 21, 2018 @ 10:30a.m. to 12p.m.
• Conference Call.

10. Meeting was adjourned by Geordie Walsh and seconded by Jennifer Hillier.