1. **Call to Order:**
The meeting commenced at 2:07 p.m. September 18, 2018. Chair, David Harris and Director of Apprenticeship, Sandra Bishop welcomed all members to the meeting.

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

3. **Approval of Agenda:**

**MOTION:**
A motion was passed by Joann Greeley and seconded by Mona Morrow to approve the 102nd Meeting agenda as presented.

4. **Approval of the minutes of the PACB 101st meeting**
5. Business Arising from Minutes - Director

Action items from the 101st meeting:

a. Plan of Training discrepancies in the pre-employment and Level II introduction to Fluids Instrumentation and Control Technician - Memo presented to Board
b. Canadian Welders Bureau discussion – Memo presented to Board
c. Orientation course for instructors – Standards & Curriculum working with training providers
d. Compulsory certification survey – will be sent to Board
e. Documentation on student work to be included in accreditation
f. New process for Advisory Committee members
g. Cantraq report
h. Pass/Fail rates- Full presentation next meeting

6. Routine Business:

a. Plans of Training (POT)
   I. Oil Heat System Technician

MOTION:
A motion was passed to accept and approve the changes presented to the Board on the revised Tool and Equipment list by Tyson Stanley Hedge and seconded by Karen Rowe

II. Introduction to Fluids – Course ER1530
   • Memo presented to Board on the explanation of why the course is being offered in both Pre-employment and Level II

III. Workplace Exposure Course in Welder POT

A motion was passed by Joann Greeley and seconded by Tyson Stanley Hedge to accept the recommendation from the PTAC that the Work Exposure course requirement continue to be met in industry and not at the campus.

IV. 3 year Activity Plan
   • Sandra Bishop, Director updated the Board on the 3 year Activity Plan which is going through the Final approval by Executive and should be ready to present to the Board by December. Everything that was entered in the report has been accomplished.
B. Accreditation Agenda Items – presented to the members

C. Accreditations:
   a. Three - 5 year re-accreditations:

I. BAC Training Centre - Entry Level Concrete Finisher

A motion was passed by Mona Morrow and seconded by Joann Greeley to approve the Entry Level Concrete Finisher program with BAC Training Centre, Kelligreens for a 5 year re-accreditation based on the accreditation report presented. Expiry date: September 23, 2023

II. Central Training Academy – Heavy Equipment Operator

A motion was passed by Karen Rowe and seconded by Amanda Cull to approve the Heavy Equipment Operator program with Central Training Academy, Badger for a 5 year re-accreditation based on the accreditation report presented. Expiry date: March 11, 2023

III. Die Trac Technical Institute – Entry Level

A motion was passed by Mona Morrow and seconded by Karen Rowe to approve the Welder program with Die Trac Technical Institute for a 5 year re-accreditation based on the accreditation report presented. Expiry date: June 18, 2023

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

7. New Business:
   a. HEO Red Seal

A motion was passed by Joann Greeley and seconded by Mona Morrow to approve

8. Review of Action Items
   - Stats - What percentage of passing in trades, Pass and Fail Rates
   - Presentation to send out Labour market information on 4 provinces
   - Sandra will contact Service NL and Fire Emergency Services to find more information on Sprinkler Systems
   - Link for announcement on the On Line Training to send to Board members
   - New approach to Journeypersons or Apprentices to apply for Provincial Advisory TradesCommittee.

9. Date and location of next meeting
   - November 28th (Wednesday) and 29th (Thursday), 2018. TBD
• Face to Face meeting

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