**Provincial Apprenticeship Certification Board**

**Minutes 101st Meeting**

**Provincial Apprenticeship and Certification Board Meeting**

**Conference Call**

**June 21, 2018**

**BOARD MEMBERS PRESENT**:

* Sandra Bishop
* David Harris
* Jennifer Hillier
* Mona Morrow
* Joann Greeley
* Karen Walsh
* Tyson Stanley Hedge
* Karen Rowe

**BOARD MEMBERS ABSENT:**

* Craig Randell
* Amanda Cull
* Geordie Walsh

**RECORDING SECRETARY:**

* Paula Dobbin

**INVITEES:**

* Angela Abbott

1. **Call to Order:**

The meeting commenced at 10:30 a.m. on June 21, 2018. Chair, David Harris and Director of Apprenticeship, Sandra Bishop welcomed all members to the meeting.

1. **Quorum/Attendance:**

Chair confirmed that there was a full quorum.

1. **Approval of Agenda:**

* **CWB discussion**

**MOTION:**

**A motion was passed by Karen Walsh and seconded by Joann Greeley to approve the 101st Meeting agenda as presented.**

1. **Approval of the minutes of the PACB 100th meeting:**

**MOTION:**

**A motion was passed by Tyson Stanley Hedge and seconded by Karen Rowe to adopt the minutes of the 100th meeting as presented**

1. **Business Arising from Minutes- Director**

**Action items from the 100th meeting:**

1. CanTraq first report on labour market information sent to members.
2. Sandra contacted Service NL on Sprinkler Systems and they will support to transition the trade to be compulsory. The Director of Fire & Emergency Services stated that individuals are required to have license to maintain and inspect.
3. Link for recent announcement on online training sent July 3, 2018.
4. Application for Advisory Committee. Workplan to be presented to Board
5. 3 year activity plan is sent in to executive and senior officials for approval.
6. **Routine Business:**
7. Plans of Training (POT)
   * Landscape Horticulturist.

**MOTION: A motion was passed by Tyson Stanley Hedge and seconded by Mona Morrow to approve the changes to the POT for Landscape Horticulturist**

**As of to date there are 12 Trade Qualifier Journeypersons, 5 apprentices and 3 trade qualifiers in school**

* + Sprinkler Fitter

**MOTION: A motion was passed by Karen Walsh and seconded by Tyson Stanley Hedge to approve the changes of the POT for Sprinkler Systems**

* + **Heavy Equipment Operator**

**MOTION: A motion was passed by Karen Walsh and seconded by Mona Morrow to approve the changes of the POT for Heavy Equipment Operator**

* + Boom Truck Operator

**MOTION: A motion was passed by Karen Walsh and seconded by Karen Rowe to approve the changes to the Provincial POT. A motion was passed by Joann Greeley and seconded by Mona Morrow to approve the Direct Entry POT for Boom Truck Operator**

* + Concrete Finisher

**MOTION: A motion was passed by Tyson Stanley Hedge and seconded by Jennifer Hillier to approve the changes to the POT due to an update of the NOA to a RSOS Concrete Finisher. A motion was passed by Karen Walsh and seconded by Karen Rowe to accept the realignment of training to meet National Harmonization levelling and sequencing for Concrete Finisher.**

1. Accreditation Agenda Items – presented to the members
2. Accreditations:
   * Two - 3 year initial accreditations:
3. **CNA - EL & AL Welder**

**A motion was passed by Tyson Stanley Hedge and seconded by Mona Morrow to approve the EL & AL Welder program with CONA, Port aux Basques for a 3 year initial accreditation based on the accreditation report presented. Expiry date: June 21, 2021**

1. **CNA - Heavy Equipment Operator**

**A motion was passed by Tyson Stanley Hedge and seconded by Karen Walsh to approve the Heavy Equipment Operator program with CNA Placentia for a 3 year initial accreditation based on the accreditation report presented. Expiry date: June 21, 2021**

* Six – 5 year re-accreditations

1. **Academy Canada - EL Plumber**

**MOTION: A motion was passed by Karen Rowe and seconded by Karen Walsh to approve the Entry Level Plumber program with Academy Canada, Harding Road for a 5 year re-accreditation based on the accreditation report presented. Expiry date: March 18, 2023**

1. **CNA - EL Construction/Industrial Electrical**

**MOTION: A motion was passed by Tyson Stanley Hedge and seconded by Karen Walsh to approve the Entry Level Construction/Industrial Electrical program with CNA, Labrador West for a 5 year re-accreditation based on the accreditation report presented. Expiry date: December 11, 2022**

1. **CNA - EL Industrial Mechanic (Millwright)**

**MOTION: A motion was passed by Jennifer Hillier and seconded by Karen Walsh to approve the Entry Level Industrial Mechanic (Millwright) program with CNA, Labrador West for a 5 year re-accreditation based on accreditation report presented. Expiry date: September 25, 2022**

1. **CNA - EL Welder**

**MOTION: A motion was passed by Karen Rowe and seconded Mona Morrow to approve the Entry Welder program with CNA, Labrador West for a 5 year re-accreditation based on the accreditation report presented. Expiry date: October 4, 2022**

1. **DieTrac - EL&AL Heavy Duty Equipment Technician**

**MOTION: A motion was passed by Tyson Stanley Hedge and seconded by Karen Walsh to approve the Entry/Advanced Level Heavy Duty Equipment Technician program with DieTrac, Lewisporte for a 5 year re-accreditation based on the accreditation report presented. Expiry date: December 7, 2022**

1. **Keyin Tech - EL Hairstylist**

**MOTION: A motion was passed by Jennifer Hillier and seconded by Mona Morrow to approve the Entry Level Hairstylist program with Keyin Tech Grand Falls-Windsor for a 5 year re-accreditation based on the accreditation report presented. Expiry date: November 1, 2023**

* CNA - Oil Heat System Technician Facilities

**Motion: A motion was passed by Tyson Stanley Hedge and seconded by Karen Rowe to approve the Oil Heat System Technician facilities at the CNA Placentia Campus for advanced-level training program.**

1. List of Advisory committee Activities – document in binder for review
2. **New Business:**
3. **POT for Instrumentation Control Technician has a few discrepancies with the 2017 New Harmonization. Introduction to Fluids are both in Pre-employment and also in Level Il**
4. **There have been 3 compulsory certification applications that were submitted.**

* **RACM- presentation to the Board and received approval to contact stakeholders. A survey will be conducted to send to employees and employers**
* **Sprinkler Fitter – Motion by Tyson Stanley Hedge and Joann Greeley to move ahead to next step**
* **Boilermakers – Wendy Robinson will contact for guidance on the application**

1. **Update on AAHP office – Update provided by Director of Apprenticeship and Trades Certification Division**
2. **Update on new Apprenticeship Management System –** Update provided by Director of Apprenticeship and Trades Certification Division
3. **Training Rates for New Apprentices**

**MOTION: A motion was passed by Karen Rowe and seconded by Mona Morrow to approve the alignment of Direct Entry, Trade Qualifier and Advanced Level weekly training rates**

1. **Review of Action Items**

* Instrumentation Control Technician POT discrepancies in the pre-employment and Level ll Introduction to Fluids
* Canadian Welders Bureau discussion on workplace exposure( on next agenda)
* Orientation Course for instructors
* Sending survey for RACM and Sprinkler Fitter
* Wendy Robinson to reach out to Boilermakers for guidance on the application submitted
* Documentation on students work
* Advisory committee application

1. **Date and location of next meeting**

* September 18 & 19, 2018

1. **Meeting was adjourned by Tyson Stanley Hedge and seconded by Mona Morrow.**