

**106th Meeting of the Provincial Apprenticeship and
Certification Board
Conference Call
June 21, 2019**

MINUTES

Board Members Present:

- David Harris, Chair
- Sandra Bishop, Director of the Apprenticeship and Trades Certification Division
- Tyson Stanley Hedge, Employer Representative
- Karen Rowe, At-Large Representative
- Mona Morrow, At-Large Representative, Alternate
- Joann Greeley, Employer Representative
- Amanda Cull, Employee Representative
- Jennifer Hillier, Employer Representative, Alternate
- Karen Walsh, At-Large Representative

Board Member Regrets:

- Craig Randell, Employer Representative

Recording Secretary:

- Paula Dobbin – Administrative Officer 1

Invitees:

- Angela Abbott, Manager of Standards and Curriculum

1. Call to Order:

Chair, David Harris welcomed all members and called the meeting to order

2. Quorum/Attendance:

Chair confirmed that there was a quorum

3. Approval of Agenda:

MOTION:

A motion was passed by Tyson Hedge and seconded by Mona Morrow to approve the agenda as presented.

4. Approval of Minutes from the 105th PACB Meeting

MOTION:

A motion was passed by Karen Rowe and seconded by Joann Greeley to adopt the minutes of the 105th meeting as presented.

5. Business Arising from Minutes

a. Action items:

- Follow up with College as to the time line that is permitted to teach materials
 - Addressed next meeting

- CNA instructor's certificate
 - 24 instructors working on their certificates

- Labour Market statistics
 - Document in package

- List of courses that do provide a workterm
 - Document in package

6. Routine Business:

a. Plans of Training (POT)

- Insulator (Heat and Frost)

MOTION:

A motion was passed by Tyson Hedge and seconded by Joann Greeley to approve the POT for Insulator (Heat and Frost), Direct Entry

- Machinist

MOTION:

A motion was passed by Tyson Hedge and seconded by Joann Greeley to approve the POT for Machinist Direct Entry

- Refrigeration and Air Conditioning Mechanic

Motion:

A motion was passed by Tyson Hedge and seconded by Joann Greeley to approve the POT for Refrigeration and Air Conditioning Mechanic, Direct Entry

- Mobile Crane and Boom Truck Operator

Motion:

A motion was passed by Craig Randell and seconded by Tyson Hedge to approve the POT for Mobile Crane and Boom Truck Operator

b. Accreditation Agenda Items

- Five-Year Reaccreditation – Carpenters Millwright College (CMC), Carpenter Entry Level/Advanced Level

MOTION:

A motion was passed by Karen Rowe and seconded by Karen Walsh to approve the Entry Level/Advanced Level Carpenter program with CMC for a 5-year reaccreditation based on the accreditation report presented. Expiry date: December 31, 2023

- Five-Year Reaccreditation – CNA, Carbonear, Carpenter Entry Level

MOTION:

A motion was passed by Mona Morrow and seconded by Karen Rowe to approve the Entry Level Carpenter program with CNA for a 5-year reaccreditation based on the accreditation report presented. Expiry date: June 30, 2024

- Five-Year Reaccreditation-CNA, Carbonear Construction and Industrial Electrician Entry Level

MOTION:

A motion was passed by Tyson Hedge and seconded by Karen Walsh to approve the Entry Level Construction and Industrial Electrician program with CNA for a 5-year I reaccreditation based on the accreditation report presented. Expiry date: June 30, 2024

- Five-Year Reaccreditation UA Training Centre, Mount Pearl, Sprinkler Fitter Entry Level

MOTION:

A motion was passed by Karen Walsh and seconded by Jennifer Hillier to approve the Entry Level Sprinkler Fitter program with UA Training Centre for a 5-year reaccreditation based on the accreditation report presented. Expiry date: April 30, 2024

- Five-Year Reaccreditation-CNA, Gander Automotive Service Technician Advanced Level

MOTION:

A motion was passed by Karen Rowe and seconded by Tyson Hedge to approve the Advanced Level Automotive Service Technician program with CNA for a 5-year reaccreditation based on the accreditation report presented

7. List of Advisory Committee Activities

- a. Documents provided

8. Divisional Update

- a. Rate Increase on courses
- b. Application for designate Air Craft Maintenance-Kevin Warren will oversee this trade
- c. Application for Sprinkler Fitter and Refrigeration and Air Conditioning Maintenance
- d. Proposed phase 3 to Federal Government
- e. Final stages for the restructuring of the website.

9. Online Training

- Online training was delivered in all five trades this past fiscal year
- Approximately 40 apprentices availed of online training
- Evaluation will be conducted once all classes are completed
- The training is structured to ensure support for students from the instructor and specific milestones must be reached at certain points throughout the program to ensure progression in the course
- Group meetings are held every 3-4 weeks and message boards for students to discuss course work

10. New Business:

- Sheet metal trade is a pilot project with Trades NL. It is opened for Apprentices and Journeyperson

11. Review of Action Items

- ATCD:
 - Past minutes posted on website.
 - Follow up with CNA on instructors certificate
 - Vacancies of member for the Board
 - Members will be provided with a list of pre-employment programs that do not have a work-term

12. Date and location of next meeting

- September 26, 2019 – Face to Face

13. Adjournment

MOTION:

A motion was passed by Tyson Stanley Hedge and seconded by Joann Greeley to adjourn the 104th meeting.