

**Minutes of the 111th Meeting
Provincial Apprenticeship and Certification Board
Conference Call
November 30-December 1, 2020**

Board Members Present:

- Lorna Harnum – Chair
- Jennifer Hillier – Employer Representative
- Joann Greeley – Employer Representative
- Barry Thomson – Employer Representative
- Scott Randell – Employer Representative (Alternate)
- Tyson Hedge – Employee Representative
- Bobby Meade – Employee Representative
- Marion Isaacs – Employee Representative (attended Dec. 1 only)
- Krista Piercey – Employee Representative (Alternate)
- Barry Roberts – At-Large Representative
- Krista Cox – At-Large Representative
- Steven Downer – At-Large Representative
- Chris Hewitt – At-Large Representative (Alternate)
- Sandra Bishop – Departmental Representative

Recording Secretary: Paula Dobbin – Administrative Officer

Invitees: Angela Abbott, Manager of Standards and Curriculum

1. Call to Order:

Chair, Lorna Harnum welcomed all members and called the meeting to order

2. Quorum/Attendance:

Chair confirmed that there was a quorum

3. Approval of Agenda:

Added discussion regarding the Mental Health Facility to the Agenda

MOTION:

- A motion was passed by Barry Roberts and seconded by Krista Cox to approve the agenda as presented.

4. Approval of Minutes from the 110th PACB Meeting

MOTION:

- A motion was passed by Tyson Hedge and seconded by Jennifer Hillier to adopt the minutes of the 110th meeting as presented.

5. Business Arising from Minutes – Chair

6. Routine Business

a. Plans of Training (POT) – N/A

b. Accreditations - Angela Abbott – Manager of Standards and Curriculum

MOTION:

- A motion was passed by Joann Greeley and seconded by Krista Cox to approve the Steamfitter/Pipefitter Pre-Employment and Advanced Level UA Local 740 Training Centre.

MOTION:

- A motion was passed by Joann Greeley and seconded by Steven Downer to approve the memo on Response to COVID-19: Extension Request.

c. List of Advisory Committee Activities – documentation presented

d. Request for Compulsory Certification:

1. Refrigeration and Air Conditioning Mechanic to be kept on agenda for regular updates
2. Sprinkler Fitter

MOTION:

- A motion was passed by Joann Greeley and seconded by Krista Cox to:
 - i. Invite the Sprinkler Fitter applicants to present information on how transitioning to compulsory certification addresses a need not currently met under the approach with Fire Commissioner in NL, and
 - ii. Invite the Fire Commissioner to present on their role.

3. Sheet Metal Worker

MOTION:

- A motion was passed by Barry Roberts and seconded by Krista Cox to continue the compulsory trade certification process of the Sheet Metal Worker trade and move to the next stage.

4. Boilermaker – work back with applicant to review the survey results and discuss next steps.

Letter of Support Trades NL

MOTION:

- A motion was passed by Barry Roberts and seconded by Krista Piercey to have Board Chair to respond to letter confirming PACB support for adding percentage of apprentices to be hired.

Mental Health Facility

MOTION:

- A motion was passed by Joann Greeley and seconded by Barry Roberts to request additional information for the employment plan for the Mental Health Facility.

e. Divisional Update

- Development work for the new Apprenticeship Management System (AMS) continues. NL is scheduled to Go-live in the fall of 2021. ATCD is developing a plan to on-board approximately 30,000 users into the new system. A demonstration of the new system will be provided to Board members once the system testing is completed.
- Online Training - ATCD continues to fund the transfer of in-class curriculum to an online platform. To date six high volume trades have been transferred over.

7. Action Items

- ATCD to provide Board with the process for assessing compulsory certification
- ATCD to provide a summary of additional questions related to Sprinkler Fitter request for compulsory certification and forward to Board members
- ATCD to request Sprinkler Fitter applicants to present at next Board meeting
- ATCD to request Fire Commissioner to present at next Board meeting as part of review for Sprinkler Fitter compulsory certification application
- ATCD to provide the link to Fire Protection services regulations
- Board Chair to respond to letter from Trades NL confirming PACB support for adding percentage of apprentices to be hired to public infrastructure projects
- ATCD to provide a list of online trades
- ATCD to provide a list to Board members with instructor certification completed
- Mental Health facility agreement wording should be changed from May to Must
- ATCD to request Marco Cahill adjust the document with more focused approach on hiring apprentices, and other under-represented groups
- Request a copy of the Women's Employment Plan from Marco Cahill

8. Date and Location of next meeting

- January 27, 2020 9:30-4:30 conference call

9. Adjournment

MOTION:

- A motion was passed by Barry Thompson and seconded by Joann Greeley to adjourn the 111^h meeting.