

Minutes of the 121st Meeting
Provincial Apprenticeship and Certification Board
9:00am – 1:30pm
June 21, 2023
Confederation Building

Board Members Present:

- Lorna Harnum – Chair
- Jennifer Hillier – Employer Representative
- Tyson Hedge – Employee Representative
- Bobby Meade – Employee Representative
- Steven Downer – At-Large Representative
- Barry Roberts – At-Large Representative
- Krista Cox – At-Large Representative
- Bonnie Steele – Departmental Representative

Board Member Absent:

- Scott Randell – Employer Representative (Alternate)
- JoJo Greeley – Employer Representative
- Chris Hewitt – At-Large Representative (Alternate)
- Krista Piercey – Employee Representative
- Marion Isaacs – Employee Representative (Alternate)

Recording Secretary:

- Paula Dobbin – Administrative Officer

Invitees:

- Angela Abbott, Manager of Standards and Curriculum
- Dean Byrne, Manager of Industrial Training
- Erika Harris, Policy and Program Development Specialist
- Georgina Lake, Trades NL, Director of Operations, Workforce and Business Development

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. Introduction of New Director, Bonnie Steele

Chair introduced the new Director and thanks leaving Board members for their service.

4. Approval of Agenda:

MOTION:

- A motion was passed by Barry Roberts and seconded by Krista Cox to approve the 121st agenda as presented.

5. Approval of Minutes from the 120th PACB Meeting

MOTION:

- A motion was passed by Barry Roberts and seconded by Jennifer Hillier to adopt the minutes of the 120th meeting as presented.

6. Business Arising from Minutes – Chair N/A

7. New Business

a. Division Update

- **Pass/Fail rates** – members were presented with 2022 level and Red Seal exam pass rates
- **Post-secondary Instructor's Certificate** – discussion occurred regarding the roll out of the PSIC from CNA; the Departmental Representative was tasked with seeking information regarding enrolment for all instructors
- **Apprenticeship Review** – members were provided a status update and indicated willingness to participate in a focus group at its September meeting
- **Apprenticeship Management System** – members were provided a status update on the project
- **Introduction of online Red Seal Exams** – members were provided an overview of the upcoming option to implement online Red Seal exams
- **Update on New Board Member recruitment** – members were provided a status update on the recruitment of new members; orientation will occur at the September meeting
- **Expansion of the Virtual Learning Strategist Program** - members were provided an overview of the VLS expansion and noted a need to review supports for Trade Qualifiers
- **Youth Apprenticeship Summer Program** – members were provided a status update of the YASP program and expressed support for this initiative
- **Office of Indigenous and Northern Skilled Trades expansion** – members received an overview of funding provided to date, supports available and clients served
- **Staffing** – members received a status update on the recruitment efforts to fill vacant positions within ATCD
- **Skills Canada** – members were provided an overview of the Skills Canada event that took place in Winnipeg, Manitoba in and the success of the NL delegation
- **CNA Modular training** – members were provided a status update on the modular training initiative

b. AAHP

- Nova Scotia level exams – members were advised of NS's recent decision regarding level exams
- AAHP Maintenance Office – members were advised of the Maintenance Office initiative

- c. **New applications for designation** – members were informed of the three new applications and were provided a status update on information requested from applicants
 - Aircraft Maintenance Technician
 - Aircraft Avionics Technician
 - Aircraft Structure Technician
- d. **Incident of exam misconduct** – members were informed of the recent decision by the Exam Misconduct Appeal Committee
- e. **SK-350 mobile crane at the White Rose worksite in Argentina** – the Chair provided a status update on this issue

8. **Presentation – Office of Indigenous and Northern Skilled Trades** – member received a presentation by Georgina Lake, Director of Operations, Workforce and Business Development

9. Routine Business

a. Plans of Training (POT)

MOTION:

- A motion was passed by Barry Roberts and seconded by Jennifer Hillier to approve the Oil Heat System Technician Plan of Training.

b. List of Provincial Trade Advisory Committee meetings

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

MOTION:

- A motion was passed by Barry Roberts and seconded by Jennifer Hillier to approve the Plumber (Pre-employment) program at Academy Canada, Harding Road Campus for a five-year re-accreditation

MOTION:

- A motion was passed by Bobby Meade and seconded by Krista Cox to approve the Sheet Metal Worker (Pre-Employment) program at Academy Canada, Harding Road Campus for a three-year initial accreditation.

MOTION:

- A motion was passed by Bobby Meade and seconded by Tyson Hedge to approve the Sheet Metal Worker (Pre-Employment & Advanced Level) program at College of the North Atlantic, Burin Campus for a five-year re-accreditation

MOTION:

- A motion was passed by Krista Cox and seconded by Barry Roberts to approve the Heavy Duty Equipment Technician (Pre-Employment & Advanced Level) program at Dietrac Technical Institute, Lewisporte for a deferral. The board members wanted to know who granted the instructor the exemption

from completing PSIC courses and what the process was for giving that exemption

MOTION:

- A motion was passed by Krista Cox and seconded by Jennifer Hillier to approve the Welder (Pre-Employment) program at Dietrac Technical Institute, Lewisporte for a five-year re-accreditation

MOTION:

- A motion was passed by Barry Roberts and seconded by Krista Cox to conditionally approve the Powerline Technician (Pre-Employment) program at College of the North Atlantic, St. Anthony for a five –year re-accreditation subject to the instructor providing proof of his enrolment into an approved PSIC program within two weeks as of date June 21, 2023.

10. Action Items

- Provide Trades NL handouts to members participating via online
- Contact CNA to confirm enrolment process of PTI instructors in the PSIC
- Check with Education regarding exemption to instructor’s course for medical reason.

11. Date and Location of next meeting

- September 12, 2023 at Confederation Building

12. Adjournment

MOTION:

- A motion was passed by Krista Cox and seconded by Jennifer Hillier to adjourn the 121st meeting.