**Provincial Apprenticeship Certification Board**

**Minutes 99th Meeting**

**Provincial Apprenticeship and Certification Board Meeting**

**Conference Call**

**December 5, 2017**

**BOARD MEMBERS PRESENT**:

* Sandra Bishop
* David Harris
* Joann Greeley
* Karen Walsh
* Tyson Stanley Hedge
* Karen Rowe
* Geordie Walsh

**BOARD MEMBERS ABSENT:**

* Craig Randell
* Amanda Cull
* Mona Morrow
* Jennifer Hillier

**RECORDING SECRETARY:**

* Paula Dobbin

**INVITEES:**

* Angela Abbott

1. **Call to Order:**

The meeting commenced at 10:40 a.m. December 5, 2017. 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 99th Meeting agenda as presented.**

1. **Approval of the minutes of the PACB 98th meeting:**

**MOTION:**

**A motion was passed by Karen Rowe and seconded by Joann Greeley to adopt the minutes of the 98th meeting as presented**

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

**Action items from the 98th meeting:**

1. Instructors are concerned about the high numbers of students in workshops. Not able to be there to oversee each student. (MVBR , CNA, PPD campus)
2. Instructor certificate update Post-Secondary Instructor Certificate.
3. **Routine Business:**
4. Plans of Training (POT) – Mobile Crane Operator
5. Accreditation Agenda Items – presented to the members
6. Accreditations:
   * Two - 3 year initial accreditations:
7. **CNA Entry Level Carpenter**

**A motion was passed by Joann Greeley and seconded by Karen Rowe to approve the Entry Level Carpenter program with CONA, Grand Falls Windsor for a 3 year initial accreditation based on the accreditation report presented. Expiry date: December 4, 2020**

1. **CNA Entry Level Construction/Industrial Electrician**

**A motion was passed by Joann Greeley and seconded by Karen Rowe to approve the Entry Level Construction/Industrial Electrician program with CNA HVGB for a 3 year initial accreditation based on the accreditation report presented. Expiry date: December 4, 2020**

Geordie Walsh abstained

* Six – 5 year re-accreditations

**MOTION: A motion was passed by Joann Greeley and seconded by Karen Rowe to approve the Entry Level Automotive Service Technician program with Academy Canada, Harding Road for a 5 year re-accreditation based on the accreditation report presented. Expiry date: September 28, 2022**

**MOTION: A motion was passed by Karen Walsh and seconded by Karen Rowe to approve the Entry/Advanced Level Sheet Metal Worker program with CNA, Burin for a 5 year re-accreditation based on the accreditation report presented. Expiry date: September 25, 2022**

**MOTION: A motion was passed by Joann Greeley and seconded by Karen Walsh to approve the Entry/Advanced Level Motor Vehicle Body Repairer program with CNA, Prince Philip Drive for a 5 year re-accreditation based on accreditation report presented. Expiry date: June 14, 2022**

**MOTION: A motion was passed by Joann Greeley and seconded Tyson Stanley Hedge to approve the Entry/Advanced Level Insulator program with Academy Canada, Harding Road for a 5 year re-accreditation based on the accreditation report presented. Expiry date: October 4, 2022**

**MOTION: A motion was passed by Joann Greeley and seconded by Geordie Walsh to approve the Entry Level Steamfitter/Pipefitter program with DieTrac, Lewispoert for a 5 year re-accreditation based on the accreditation report presented. Expiry date: September 25, 2022**

**MOTION: A motion was passed by Tyson Stanley Hedge and seconded by Geordie Walsh to approve the Entry/Advance Level Ironworker program with Ironworker Ed & Training Co., Mount Pearl for a 5 year re-accreditation based on the accreditation report presented. Expiry date: September 25, 2022**

* Welder – CNA, HVGB - Retuned to ATCD for follow up – Previous site visit concern is now a finding;

**The PACB requested that additional information be obtained from the Accreditation Specialist to determine next steps.**

1. List of Advisory committee Activities – document in binder for review
2. **New Business:**
3. **Update on new Apprenticeship Management System –** Update provided by Director of Apprenticeship and Trades Certification Division
4. **Update on Atlantic Apprenticeship Harmonization Project –** Update provided by Director of Apprenticeship and Trades Certification Division
5. **Review of Action Items**
6. List of acronyms forwarded to Board members
7. **Date and location of next meeting**

* The date of the next meeting will be determined as it is the 100th meeting and PACB will request participation from Minister Hawkins.

1. **Meeting was adjourned by Tyson Stanley Hedge and seconded by Geordie Walsh.**