

PROVINCIAL APPRENTICESHIP AND CERTIFICATION BOARD

Activity Report
2014-2015

August 31, 2015

Honourable Clyde Jackman
Minister
Department of Advanced Education and Skills
P.O. Box 8700
St. John's, NL,
A1B 4J6

Dear Minister Jackman:

I am pleased to submit the 2014-15 Activity Report of the Provincial Apprenticeship and Certification Board.

This report covers the period April 1, 2014 to March 31, 2015 and reflects the objectives outlined in the three-year activity plan covering 2014-17. The following two issues are the focus for the three-year period:

- Enhance the apprenticeship experience; and,
- Enhance apprentice mobility through regional and national harmonization strategies.

Details on the successful achievement of the associated objectives for 2014-15 are presented in this report. As a Board member, my signature below is on behalf of the Board and indicative of the Board's accountability for the actual results reported herein.

Respectfully submitted,



Travis White

Board Member

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OVERVIEW

The Provincial Apprenticeship and Certification Board (see Appendix A) was established under Section 5 of the *Apprenticeship and Certification Act* and is composed of the following:

- A chairperson;
- 2 or more employer representatives;
- 2 or more employee representatives;
- 2 or more representatives at large; and,
- The Director of the Apprenticeship and Certification Division, or his or her designate.

The Provincial Apprenticeship and Certification Board (the Board) serve without remuneration as per section 6 of the *Apprenticeship and Certification Act*. Travel and incidental expenses incurred by the Board in 2014-15 were approximately \$8,500 and are included in the budget of the Department of Advanced Education and Skills.

VISION AND MISSION

During the 2014-17 planning period, the Board is committed to supporting the vision and mission of the Department of Advanced Education and Skills (AES) as follows:

Vision

Growth through employment, strength in diversity, dignity by inclusion.

Mission

By 2017, the Department of Advanced Education and Skills will have improved the quality and the delivery of supports and services.

- The Board ensures that all individuals receiving apprenticeship training meet the highest standards of their profession. Ensuring an appropriate supply of trained apprentices to fill current and emerging skilled trade positions is essential to the provincial economy.
- The Board monitors all courses of study and training to ensure apprentices and journeypersons participate in a high quality apprenticeship system.

MANDATE

The mandate of the Board is established under Section 8 and Section 9 of the *Provincial Apprenticeship and Certification Act* and includes responsibility for:

- Designating an occupation for certification;
- Determining contents of a plan of training and a memorandum of understanding in designated occupations;
- Registering all apprentices and trade qualifiers and monitoring their progress leading to journeyperson certification;
- Approving assignments of memorandums of understanding for apprenticeship;
- Determining and evaluating the requirements for occupational training and experience, to complete a period of apprenticeship;
- Accrediting institutions for the purpose of delivering training in a designated occupation;
- Providing for examinations of apprentices and trade qualifiers;
- Appointing examining committee members to conduct practical examinations for the examinations of apprentices and trade qualifiers;
- Appointing advisory committees which shall be equally representative of employers and employees in respect of apprenticeship in occupations;
- Making the final determination regarding all disputes arising out of a memorandum of understanding for apprenticeship or a plan of apprenticeship training;
- Terminating, cancelling or suspending memorandums of understanding for apprenticeship upon agreement of the parties or for proper and sufficient cause in the Board's opinion;
- Revoking a certificate where evidence supports a finding of fraud by the applicant;
- Amending, varying, or revoking and substituting a plan of apprenticeship training;
- Ordering, with the approval of the minister, that persons cannot work in an compulsory occupation unless they:
 - hold a Certificate of Qualification issued or recognized by the Board;
 - are a trade qualifier under an arrangement acceptable to the Board; or,
 - are apprentices working under a memorandum of understanding for apprenticeship in accordance with its terms under a plan of apprenticeship approved by the Board.
- Issuing certificates or diplomas to apprentices and trade qualifiers who complete their training and pass the necessary journeyperson examinations; and,
- Setting fees (where appropriate) with the approval of the Minister of Advanced Education and Skills.

HIGHLIGHTS/ACCOMPLISHMENTS

The Board is generally responsible for approving the work of the Apprenticeship and Trades Certification Division which involves a range of activities such as changes to plans of training, the designation of new trades, changes to examinations, as well as the overall regulation of apprentices and journeypersons.

2014-15 has been a busy and productive year for the Board, with a total of four meetings occurring both in-person and via teleconference. Highlights of Board-approved initiatives included:

- The de-designation of the Blaster trade;
- New and revised Plans of Training for trades (e.g., Refrigeration and Air Conditioning Mechanic, Power-line Technician);
- Ongoing work related to Atlantic and National Harmonization and Mobility initiatives;
- Accreditation and re-accreditation of programs at various training institutes (e.g., entry-level welder at the Labrador West Campus of College of the North Atlantic);
- Initiatives to strengthen and improve the apprenticeship process; and,
- Appointments to several advisory committees to oversee work on Plans of Training.

Quick Facts 2014-15

Number of active apprentices as of March 31, 2015	6,620
Number of newly registered apprentices in 2014-15	1,399
Number of apprentices that received journeyperson certification	593
Number of trade qualifiers that received journeyperson certification	148
Number of apprenticeship incentive grant letters issued	1,508
Number of apprenticeship completion grant letters issued	547
Number of apprentices that received in-school training	3,146
Number of apprentices that received credit through the recognition of prior learning (Prior Learning and Assessment Recognition - PLAR)	83
Number of journeypersons that received enhanced training to keep skills current and respond to industry standards (e.g., heavy form work)	86

OUTCOMES OF OBJECTIVES

The Board identified two issues in the 2014-17 Activity Plan to guide the three-year reporting period.

Issue One: Enhance the Apprenticeship Experience

Over the past year, the Board worked with industry, labour partners as well as private and public sector colleges, to ensure that apprentices throughout Newfoundland and Labrador are trained to the highest provincial and national standards. This is in accordance with the Provincial Government strategic direction related to Skilled, Educated and Employed Citizens – in particular the area of Apprenticeship Policy and Training.

With respect to enhancing the apprenticeship experience, the following objective was the focus for the fiscal year ending March 31, 2015:

Objective: By March 31, 2015, the Provincial Apprenticeship and Certification Board will have collaborated with industry, labour partners and educators to identify new approaches to training for apprentices in Newfoundland and Labrador.

Measure: Collaborated with industry, labour and education partners to identify new approaches to training for apprentices.

Indicator # 1:

Met with industry and education partners to identify required changes to current Plans of Training.

Results:

Over the past year, the Apprenticeship Training and Certification Division, on behalf of the Board, worked with industry and education partners on the following:

- De-designation of the blaster trade and the development of new training program for the blaster occupation;
- Development of new plans of training for Refrigeration and Air Conditioning Mechanic;
- Development of online block exams for the following occupations:
 - Carpenter Block 3 – December 2014;
 - Electrician Block 2 – December 2014; and,
 - Carpenter Block 3 – January 2015.
- Atlantic harmonization initiatives which includes participation in Atlantic Trade Advisory Committees (ATACs) for cook and bricklayer as per the approved Atlantic Apprenticeship Harmonization schedule; and,
- National harmonization initiatives for carpenter, welder and metal fabricator which includes harmonization on Red Seal trade name, total training hours, number of training levels, sequencing of technical curriculum and use of most recent national occupational analyses.

Indicator #2:

Made changes to Plans of Training as per partner recommendations.

Results:

- Updated the Refrigeration and Air Conditioning Mechanic Plan of Training to meet National Standards; and,
- Developed a new Atlantic Apprenticeship Curriculum Standard for Cook and Bricklayer to support Atlantic Harmonization initiatives.

2015-16 Looking Forward

Objective: By March 31, 2016, the Provincial Apprenticeship and Certification Board will have collaborated with industry, labour partners and educators to identify new approaches to training for apprentices in Newfoundland and Labrador.

Measure: Collaborated with industry, labour and education partners to identify new approaches to training for apprentices.

Indicator # 1:

Met with industry and education partners to identify required changes to current Plans of Training.

Indicator #2:

Made changes to Plans of Training as per partner recommendations.

Issue 2: Regional and National Harmonization Strategies

The Board is dedicated to improving mobility strategies and apprenticeship harmonization, which will strengthen in-school training and work experiences and, ultimately produce highly qualified journeypersons. Working collaboratively provides an opportunity to achieve harmonization and enhance mobility with our Atlantic and national partners.

With respect to regional and national harmonization strategies the following objective was the focus for the fiscal year ending March 31, 2015:

Objective: By March 31, 2015, the Board will have worked with regional and national partners to enhance apprentice mobility in Atlantic Canada and nationally.

Measure: Worked with regional and national partners to enhance apprentice mobility.

Indicator # 1:

Held regular meetings with the Atlantic Harmonization Partnership.

Results:

- Held quarterly face-to-face meetings and bi-weekly conference calls; and,
- Conducted Atlantic Trade Advisory Committee meetings for bricklayer and cook trade.

Indicator #2:

Attended meetings of Atlantic Apprenticeship Council.

Results:

- Participated in bi-weekly conference calls; and,
- Participated in quarterly face-to-face meetings.

Indicator # 3:

Harmonized training, certification, and standards for a number of apprenticeship trades.

Results:

Harmonization supports the provinces to create a similar approach to apprenticeship training. This is achieved by common processes for: registering apprentices, tracking hours in logbooks, completing in-school training programs, sequencing training blocks, as well as ensuring similarities in examinations. Mobility agreements ensure apprentices receive recognition towards their apprenticeship program, while completing work-based training outside of their home province or territory. As such, results in 2014-15 included:

- Developing an Atlantic Apprenticeship Mobility Memorandum of Understanding (MOU);
- Developing a Provincial/Territorial Apprenticeship Mobility protocol;
- Developing a national apprenticeship harmonization plan with the Canadian Council of Directors of Apprenticeship, in cooperation with the Forum of Labour Market Ministers;
- Implemented the Atlantic Apprenticeship Harmonization Project which included:
 - Signing an agreement on Atlantic Apprenticeship Harmonization;
 - Aligning the rules, processes and standards within the four Atlantic Provinces in an effort to promote consistency and efficiency for individuals working toward Red Seal certification;
 - Harmonizing two Red Seal trades which includes a common curriculum; and,
 - Developing a Request for Proposals process for shared information management, known as Apprenticeship Management System (AMS).

2015-16 Looking Forward

Objective: By March 31, 2016, the Provincial Apprenticeship and Certification Board will have worked with regional and national partners to enhance apprentice mobility in Atlantic Canada and nationally.

Measure: Worked with regional and national partners to enhance apprentice mobility.

Indicator # 1:

Held regular meetings with the Atlantic Apprenticeship Harmonization Project.

Indicator #2:

Attended meetings of Atlantic Apprenticeship Council.

Indicator # 3:

Harmonized training, certification, and standards for a number of apprenticeship trades.

OPPORTUNITIES AND CHALLENGES AHEAD

The cyclical nature of the skilled trades can impact an apprentice's ability to earn qualifying work hours to achieve journeyman certification. The Provincial Government forecasts that over the 2019 to 2025 period, the number of major project construction workers is expected to increase by approximately 12,000 (or 4.5 per cent); until then Newfoundland and Labrador is expected to experience declines in construction related trades. Atlantic and national mobility agreements will allow apprentices to work and acquire hours and skills in another province during periods of decline in Newfoundland and Labrador while maintaining residency in this province. Developing mobility agreements will also provide an opportunity for apprentices in other Canadian jurisdictions to avail of apprenticeship employment opportunities not filled by residents of the province, due to lack of labour market supply.

As apprenticeship in Newfoundland and Labrador continues to evolve, the Board will continue to play an integral role in guiding these activities, including the ongoing implementation of the three-year activity plan, as well as apprenticeship renewal initiatives in the coming year.

APPENDIX A

Provincial Apprenticeship Certification Board Membership

POSITION	NAME	OCCUPATION	Location
Chair	Vacant	-	-
Employer Representative	Mr. James Loder	Director Academy Canada	Paradise
Employer Representative	Mr. David Harris	Superintendent of Training Iron Ore Company of Canada	Labrador
Employer Representative	Mr. Mike Lee	Canadian Home Builders Association Eastern NL	St. John's
Employer Representative	Mr. Craig Randell	Owner/Operator Vision Electric	Corner Brook
Employer Representative (Alternate)	Mr. Travis White	Project Manager North Shore Roofing	St. John's
Employee Representative	Ms. Angela Rowsell	Industrial Painter Long Harbour	St. John's
Employee Representative	Mr. Eli Dean	Red Seal Millwright (Retired)	Northwest Brook
Employee Representative	Mr. Gerard Shea	Journeyman Industrial Electrical (Retired)	Baie Verte
Employee Representative	Mr. Mike Goosney	Red Seal Steamfitter/Pipefitter Iron Ore Company of Canada	Goose Bay
Employee Representative (Alternate)	Mr. Martin Harty	Water Treatment Operator - GJ Cahill	Goulds
At-Large Representative	Ms. Annie Randell	Chief Executive Officer - Qalipu Mi'kmaq	Benoit's Cove
At-Large Representative	Ms. Karen G. Rowe	Instrumentation Instructor - College of the North Atlantic	Grand Falls-Windsor
At-Large Representative	Mr. Gordon Dunphy	Electrical Instructor - College of the North Atlantic	St. John's
At-Large Representative	Ms. Karen Walsh	Executive Director Office to Advance Women Apprentices	Paradise
At-Large Representative (Alternate)	Mr. William James O'Neill	Electrical Instructor College of the North Atlantic	Corner Brook

