

Saskatchewan Apprenticeship and Trade Certification Commission
Board Meeting
May 25, 2011 - Cumberland East Room
Travelodge Hotel & Conference Centre
4177 Albert Street, REGINA

Meeting Number 2011-03

Members Present:

Garry Kot (Chairperson) – by conference call	Doug Christie (Vice-Chairperson) - by conference call
Gerry Craswell	Jim Deck
Tim Earing	Clarence George
Teresa Hards	Bryan Leier
Doug Mitchell	Vince Morrissette
Marral Thomson	Linda Turta
Reg Urbanowski	Brett Vandale

Regrets:

Monte Allan	Brent Waldo
Frank Burnouf	Gregory Gaudet
Randy Nichols	

Staff:

Joe Black, CEO
Sherry Morcom-Runge, Recorder

Lillie Wong, Director of Corporate Services
Rick Ewen, Director of Apprenticeship
Dawn Stanger, Strategic Advisor

Guests:

Dave Fischl, Ministry of Highways

AGENDA ITEM/DISCUSSION POINTS	ACTIONS
<p>Call to Order Introductions were made.</p>	
<p>#1 Adoption of the Agenda</p>	<p>Motion #2011-03-01 M/S Deck/George that the Commission Board approves the agenda. Motion carried</p>
<p>#2 Adoption of April 6, 2011 Minutes and Business Arising from the April 6, 2011 Meeting</p> <ul style="list-style-type: none"> • Point of clarification. A certificate has been developed for the Blue Seal program, but the program has not yet been implemented. <p>Business Arising</p> <ul style="list-style-type: none"> • Quebec has requested Red Seal equivalency for two certification examinations. Quebec has advised that the two trades are being considered. The bricklayer trade and the construction electrician trade. Quebec has advised that the electrician certification examination they use has 40 questions. The Red Seal examination has 100 questions. Quebec has agreed to raise their pass mark to 70%. • The fact that the scope of the Quebec examination must be a reasonably close match to the Red Seal examination is an issue. • There is no reach back – equivalency is based on current examination results. • Quebec has agreed to have trade experts across the country review their examinations. • Program Development Officers will have the opportunity to review the examinations as well. • The CEO will report any new developments. 	<p>Motion #2011-03-02 M/S Vandale/Lcier that the Commission Board accept the Minutes of April 6, 2011 as amended. Motion carried</p>

AGENDA ITEM/DISCUSSION POINTS	ACTIONS
<p>#3 Chair's Report</p> <p>The Chair reported on the following:</p> <ul style="list-style-type: none"> • The statistics on the number of apprentices and youth apprentices was distributed prior to the meeting. • The Women's Summit was held in Saskatoon on May 6, 2011. The Summit was a success and the committee members involved were thanked for their efforts. • CAF held a pre-launch for the 2012 CAF conference at the Casino Regina Show Lounge on May 17, 2011. • The Chair is unable to attend the CAF and CCDA meetings in June in Toronto. Doug Christie, Vice-Chair, will attend the CCDA meeting on the Chair's behalf. 	<p>Motion #2011-03-03</p> <p>M/S Craswell/Christie that the Commission Board accept the Chair's Report as presented.</p> <p>Motion carried</p>
<p>#4 2011-2012 Business Plan – Decision Item</p> <ul style="list-style-type: none"> • The Business Plan was reviewed. Highlights included: <ul style="list-style-type: none"> ○ The leasehold improvements in the 2011-2012 Business Plan are significantly reduced compared to the previous year as the final Regina office improvements were included and completed in 2010-2011. ○ The Business Plan has been adjusted to include \$600,000 that had not been set aside for SIASST CBA costs in the April 2011 version of the business plan. ○ SATCC's net financial surplus is \$87,000. The Board policy calls for approximately \$500,000. However, it should be noted that the Salary and Leave liability amount would only be paid out if the SATCC were dissolved. ○ The Training Plan has been updated and includes an increase of 200 training seats over the previous year. There are 6,100 training seats included in the 2011-2012 budget. ○ SIASST will develop one level of carpenter computerized training based on Saskatchewan standards. ○ SATCC has difficulty in recruiting staff for enforcement. The change in 	<p>Motion #2011-03-04</p> <p>M/S Vandale/Earing that the Commission Board accept the 2011-2012 Business Plan as presented.</p> <p>Motion carried</p>

AGENDA ITEM/DISCUSSION POINTS	ACTIONS
<p>ratio has had some impact in reducing enforcement requirements. The CEO advised the Board of Director's that Senior Management Team would research the issue further.</p>	
<p>#5 CEO Report For detailed information, please refer to the CEO Report included in the Commission Board meeting package.</p> <ul style="list-style-type: none"> • The CEO identified a number of meetings he attended. • The SATCC – industry sector promotional brochures have had very positive responses. • STEC and the Auto Dealers Association are currently developing brochures in partnership with the SATCC. 	<p>Motion #2011-03-05 M/S Vandale/Craswell that the Commission Board accept the CEO's Report as presented. Motion carried</p>
<p>#6 Committee Reports #6a Governance Committee</p> <p>The Governance Committee did not meet. There was no report.</p> <p>#6b Finance/Audit Committee</p> <ul style="list-style-type: none"> • Brett Vandale reported that the Audit and Finance Committee met. • They reviewed the additions to the Business Plan. • Lillie Wong reviewed the 2009-2010 Year-to-Date Financial Information. <p>#6c Regina Trades and Skills Centre</p> <ul style="list-style-type: none"> • There was no report. <p>#6d Saskatoon Trades and Skills Centre</p> <ul style="list-style-type: none"> • There was no report. Gerry Craswell will participate in the next meeting as the SATCC Board representative. 	<p>Motion #2011-03-06 M/S Vandale/Leier that the SATCC Board accept the Finance/Audit Committee report as presented. Motion Carried.</p>

AGENDA ITEM/DISCUSSION POINTS	ACTIONS
<p>#7 Presentation by Dave Fischl – Ministry of Highways</p> <ul style="list-style-type: none"> • Dave Fischl made a presentation to the Commission Board of Directors entitled <i>Our Secret to an Efficient and Engaging Barrier Free Workforce</i>. Dave Fischl is the Workplace Diversity Coordinator/Fleet Services Manager with Ministry of Highways. 	
<p>#8 Trade Board Renewal and Board Appointments/Changes</p>	<p>Motion #2011-03-07 M/S Thomson/Deck that the Commission Board remove the members from the Trade Board (as per attached list) Motion Carried</p> <p>Motion #2011-03-08 M/S Morrissette/Hards that the Commission Board appoint members to the Trade Board (as per attached list). Motion carried</p> <p>Motion #2011-03-09 M/S George/Craswell that the Commission Board remove members from the Curriculum and Exam Development Boards (as per attached list). Motion carried</p> <p>Motion #2011-03-10 M/S Turta/Leier that the Commission Board appoint members to the Curriculum and Exam Development Boards (as per attached list). Motion carried</p>


AGENDA ITEM/DISCUSSION POINTS	ACTIONS
	<p>Motion #2011-03-11 M/S Mitchell/Thomson that the Commission Board remove the members from the Trade Examining Boards (as per attached list). Motion carried</p> <p>Motion #2011-03-12 M/S Craswell/Hards that the Commission Board appoint members to the Trade Examining Boards (as per attached list). Motion carried</p>
<p>#9 Trade Board Minutes</p> <ul style="list-style-type: none"> Minutes of the Trade Board meetings were distributed prior to the April 6, 2011 Commission Board meeting. 	<p>Motion #2011-03-13 M/S Earing/George that the Commission Board receive the Trade Board minutes as distributed. Motion carried.</p>
<p>#10 In-Camera Session (as required)</p> <ul style="list-style-type: none"> There was no In-Camera Session 	
<p>#11 Other Business</p> <ul style="list-style-type: none"> Rick Ewen attended the Foreign Qualification Recognition Conference in Australia from April 12 to 15, 2011. He made a presentation to the Commission Board members on the conference. 	
<p>#12 Next Meeting</p> <ul style="list-style-type: none"> The June meeting will be a conference call and determined at a later date, based on when we receive a response from the Ministry of Advanced Education, Employment and Immigration to our Business Plan. 	

AGENDA ITEM/DISCUSSION POINTS	ACTIONS
<p>#13 Adjournment</p> <ul style="list-style-type: none"> The meeting adjourned at 1:00 pm. 	<p>Motion #2011-03-14 M/S Reg Urbanowski moved that the Commission Board adjourn the meeting. Motion carried</p>

Minutes approved:



 Commission Chairperson



 Commission Vice Chairperson

Saskatchewan Apprenticeship and Trade Certification Commission

**Trade Examining Board Removals and Appointments
May 25, 2011**

Proposed for Removal from the TEB

Trade	Removal from the TEB	Reason
Partsperson	Mike Schatz	Resigned

Proposed for Appointment to the TEB

Trade	Nominated for Appointment to the TEB
Electronics Assembler	Sylvia Hamilton

Saskatchewan Apprenticeship and Trade Certification Commission
Curriculum & Exam Development Board Removals and Appointments
May 25, 2011

Proposed for Removal From The CEDB

Trade	Board Member	Reason
Food & Beverage Person/Guest Services Representative	Claudia Keewatin	Resigned
Industrial Instrument Technician	Michael Emiry	Resigned
Partsperson	Mike Schatz	Resigned

Proposed for Appointment to the CEDB

Trade	Nominated for Appointment to the CEDB
Bricklayer	William McNabb
Electronics Assembler	Jennifer Lester
Electronics Assembler	Shelley Stewart
Electronics Assembler	Jeanette Stringer

Saskatchewan Apprenticeship and Trade Certification Commission

Trade Board Appointments May 25, 2011

Proposed for Removal From the TB

Trade	Removal from the TB	Reason
Food & Beverage Person/Guest Services Representative	Hazel Haek	Resigned
Powerline Technician	Parker Neuls	Resigned
Roofer	Darryl Baptist	Resigned

Proposed for Appointment to the TB

Trade	Nominated for Appointment to the TB
Electronics Assembler	Sylvia Hamilton
Electronics Assembler	Trevor O'Byrne
Electronics Assembler	Shelley Stewart
Refrigeration Mechanic	Lee Buness
Roofer	Jason Baptist
Truck & Transport Mechanic	Mike Winters