

**Sheet Metal Worker
Annual Trade Board Meeting
October 23, 2018
Davidson, Saskatchewan**

Board Members

Present:

Lorne Anderson
Allan Awrey

Dwight Davis
TJ King

Randy Steinhauer
Rod Craddock

Saskatchewan Apprenticeship and Trade
Certification Commission (SATCC)

Chelsea Coupal, Director, Communications and
Marketing
Anna Robinson, Executive Assistant to the CEO

Dean Frey, Acting Director, Program Development

Katherine Kawula, Program Development Officer

Training Provider(s)

Grant Paul, Academic Chair, School of Mining,
Energy and Manufacturing, Saskatchewan
Polytechnic

Maury Demmans, Sheet Metal Program Head,
Saskatchewan Polytechnic, Saskatoon Campus

Call to order: 10:30h			
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Agenda Item	Discussion	Motion	Action
1. Introductions and Approval of the Agenda		M/S TJ King/Name to recommend approval of the agenda. Carried.	
2. Approval of the Minutes and the Business Arising From the Minutes		M/S TJ King/Allan Awrey to recommend approval of the following minutes: <ul style="list-style-type: none"> • September 13, 2017 TB/CEDB meeting • September 25, 2017 TB meeting • October 10, 2017 TB meeting • October 23, 2017 Annual TB meeting • January 3, 2018 TB meeting • February 26, 2018 TB/CEDB meeting • June 19, 2018 TB meeting Carried.	

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3. Board Member Issues	<ul style="list-style-type: none"> Covered elsewhere on the agenda. 		
4. Discussion with the SATCC Communications and Marketing Director, and Executive Assistant to the CEO	<ul style="list-style-type: none"> Board members asked Chelsea Coupal if there would be a cellular app with the new AMS system. Chelsea explained that there will not be an App but the system will be cellular phone friendly. 		
5. Discussion with the SATCC Director of Program Development	<ul style="list-style-type: none"> Board members requested that Dean Frey follow up on the worker who was performing only a small percentage of the trade. Members specifically wanted to know what the scope of the work was exactly and what had happened after the board's discussion and decision. 		<ul style="list-style-type: none"> Dean Frey to provide an update to Katherine Kawula to share with board members.
6. Training Provider Reports	<ul style="list-style-type: none"> Maury Demmans provided information on apprenticeship and pre-employment classes, shop equipment, instructors, updating of training, products and innovations. 		
7. Program Development Officer (PDO) Report and <i>Fast Fact</i> Sheet for Board Members	<ul style="list-style-type: none"> Katherine Kawula provided statistics on apprenticeship and examinations numbers, and Curriculum and Examination Development Board and/or Trade Examining Board meetings. A <i>Fast Fact</i> sheet was distributed as an interim information document. Katherine Kawula reminded the group that the information outlined on the <i>Fast Fact</i> sheet is not for public disclosure or circulation, as the 2017-2018 Annual Report has not yet been released. 		
8. Industry Growth Predictions	<ul style="list-style-type: none"> Members indicated that they felt this industry will increase in the number of new apprentices in the coming year. The reason given was the need for newer entry level apprentices in the trade. 		<ul style="list-style-type: none"> Janise Lussier to note.
9. Review Trade Time Credits	<ul style="list-style-type: none"> No changes were required at this time. 		
10. Board Membership	<ul style="list-style-type: none"> No recommendations were made at this time, board members mentioned they will send me the contact information for a few people they know of who may be a good fit for the 		<ul style="list-style-type: none"> As received, Katherine Kawula to submit coordinates for all board member recommendations to

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	CEDB. They will speak with the people and forward their contact information if they are interested.		Abby Schoonmaker and Vivian Adzanu for processing.
11. Election of Chair		M/S Allan Awrey/Randy Steinhauer to recommend the appointment of TJ King as Chair for the Sheet Metal Worker Trade Board for the coming year. Carried.	<ul style="list-style-type: none"> Abby Schoonmaker/Vivian Adzanu to process.
12. Adjournment		M/S TJ King/Dwight Davis to adjourn. Carried.	
Adjournment: 13:45h			