

HIGH SCHOOL APPRENTICESHIP PROGRAM

Professional Learning Group

Meeting Notes

DATE: Friday, March 9, 2018
TIME: 9:30 a.m. (Coffee, Pastries at 9:00 a.m.)
LOCATION: Erickson Collegiate – 39 Queen Elizabeth Ave, Erickson, MB

1. Call to Order - Reg Toews
2. Welcome and facility orientation - Mel Henry
 - a. Note: School Tour just before lunch
 - Mel gave a brief orientation of the facility.
 - Mel introduced Barry Lee, principal of Erikson Collegiate.
 - Barry welcomed the HSAP-PLG group to Erikson Collegiate and thanked everyone for making the trip out.
 - Erikson Collegiate is a Grade 7-12 school with approximately 115-120 students each year.
 - Students come from Rolling River First Nations, Erikson, Sandy Lake, and the Onanole/Clear Lake area.
 - Diverse group
 - Barry would consider Erikson Collegiate a “high needs” school. Hands on programming is very important.
 - The importance of the HSAP program continues to grow.
 - One of the bigger obstacles of the HSAP Program is the distance to employers/businesses.
 - For a small school there are a lot of unique opportunities: Food and Nutrition Program, photography program, greenhouse, non-traditional band program (guitars, drums and keyboards).
 - Erikson Collegiate has a strong GSA program and hosted a Human Rights Conference in May 2017.
3. Introductions - Reg Toews
 - a. Review Agenda (3 agenda additions, noted below)
 - b. Name Place Cards & Introductions
 - Round table introductions
 - c. Sign in sheet
 - d. HSAP PLG Meeting Dates 2018-19
 - Dates listed at the bottom of the minutes.
4. Review Notes of last meeting - Andy Reimer
 - Meeting notes are posted on the RRTVA website.
5. Reports and Updates

a. Apprenticeship Manitoba

- Melissa Phaneuf-Ahi/ Jenna Smid

- Jenna Smid
Apprenticeship Manitoba
B1E-340 9th Street
Brandon, MB R7A 6C2
1-877-978-7233
(c) 204-573-5512
- Jenna is available for presentations or meeting, with/to students, staff, parents and the community. She is also available for career fairs, etc.
- When sending in applications forms, please make sure to include the Coordinator's name.
- Transferring of students from HSAP to a post-secondary apprentice
 - At the end of May, all Grade 12 HSAP students will receive a letter regarding registering for technical trades.
 - Students will not receive a letter notifying them that they have been transferred. If Apprenticeship MB has received a student's transcript, blue book, and hours, they will automatically transfer that student over.
 - It is helpful to send in a note identifying whether or not the student would like to be transferred.
- Registration process for post-secondary technical training classes
 - Registration for all post-secondary students (including high school students) will open up in mid-July.
 - A new system is in process that will allow high school students to be able to complete the registration process online.
 - Brandon has a smaller line up than Winnipeg for post-secondary registration.
 - Students can also sign up at some of the Service Centres, however many of the Service Centres are not capable/knowledgeable of the registration process.
 - Electric and Carpentry classes tend to fill up faster.
 - Specific class times fill up faster than others based on the time of year (ex. Carpentry classes tend to fill up faster in the winter)
 - Students do not line up to register for a specific trade. All students can register for any of the classes.
 - If students have questions regarding registration, they are welcome to call the Apprenticeship Manitoba office and speak with Melissa or Jenna.
- DT expiration and extension news – Board has recommended an extension and is waiting on Ministerial signature.
- 2018 Soaring: Indigenous Youth Empowerment Gathering on Thursday, March 22nd at the RBC Conventional Centre. 4 Try A Trade stations.
- A new HSAP map is posted on the RRTVA website.
- Employer engagement—Cadorath
 - Machinist, GTROT, AMJ, Welding, Tool & Die, etc).
 - Cadorath is looking for serious, mechanically inclined students. Student who wish to work for more than just credits.
 - Cadorath is willing to do tours and possibly present/host a booth at career fairs, etc.
 - Please contact Cadorath if you have a student that would be a great fit or for presentations or tours. Cadorath's contact information is posted on the RRTVA website.
- Lindsay Rubeniuk – Can students earn credits if they are working for a Saskatchewan company?

Melissa Phaneuf-Ahi – It is decided on a case by case bases. Please contact Melissa for if you have a unique situation you would like to discuss.

- b. Northern Skills (agenda addition) - Russ Dobie
- Recently hosted the Northern Manitoba Skills Challenge in The Pas (February 28th).
 - Partnership between Kelsey School Division and University College of the North.
 - Other partners included, Skills Canada, Apprenticeship, Manitoba Education and Training and Construction Association of Rural Manitoba (CARM).
 - Mirrored some of the same competitions that are seen at Skills.
 - Additional competitions: Job Search Skills, Public Speaking, and IT Software Solutions for Business.
 - 7 school division were invited. Out of the 7 invited, 5 participated.
 - 10 competition areas.
 - Skills MB does not host a secondary medal competition for Heavy Duty Mechanics. The Northern Manitoba Skills Challenge decided to run a Heavy Duty Mechanics challenge and is hoping to encourage the province to run a secondary medal competition at Skills.
 - The event was very well attended (Kim Poirier, Ken Falloon, Melissa Phaneuf-Ahi, Steven Larocque, and many more).
 - Apprenticeship MB had a booth set up.
 - The Northern Manitoba Skills Challenge was used as an opportunity to promote UCN as well as to find students for Skills MB.
 - The Challenge helps to make Skills Manitoba not as intimidating for students. Students are encouraged to challenge themselves.
 - UCN has held a similar event in the past, but this was the first year of the expanded model.
 - Melissa shared that she enjoyed the day and there was a feeling on inclusiveness at the event.
 - Looking at continuing this in the future.
 - Russ encourages others to consider hosting a similar event to help promote Skills MB.
- c. TVLC Northern Tour (agenda addition) - Grant Kreuger
- A tentative agenda for the Northern TVLC tour (May 2-4, 2018) was passed out to the group.
 - The TVLC meeting would be held at the Keeyask meeting room.
 - Grant highlighted the Keeyask and the opportunity to tour the Keeyask program.
 - Other possible tour sites; RD Parker Collegiate, Glacier Corp/MDS Aerospace, Vale, and ATEC at Nelson House.
- d. ICAB (agenda addition) - Reg of behalf of Kim Poirer
- Kim Poirier was unable to attend the HSAP-PLG meeting. Reg read Kim's notes on her behalf.
 - Anyone who has questions about filling out the second semester FB115, can contact Kim Poirier directly.
 - We would like to encourage HSAP coordinators to connect with their school division vocational teachers when ever possible to explain the HSAP system. I have had some inquiries from vocational teachers on the HSAP program and some teachers still do not fully understand the HSAP system and how it can compliment a technical vocational program.
 - The 2018-19 subject table handbooks are now posted on-line. Please be sure to verify course codes for next years planning.

- The department is pleased to announce that the Skills Strategy Equipment Enhancement Fund Grant will be available again for the 2018-19 school year. Applications will be on-line by mid April.
 - Skills Manitoba is coming up on April 12th at RRC. Good luck to all schools that will be competing or participating at the event.
 - On behalf of ICAB, have a wonderful and well deserving spring break!
- Cat Westlake – Push back from vocational teachers who don't agree with students receiving a tech vocational diploma for HSAP. Cat wishes that vocational instructors would attend a government run presentation. Top down approach. Reg will bring this topic up at the next TTAC meeting.
 - TTAC (Trades Training Advisory Committee)
 - The TTAC meeting notes are posted on the RRTVA website. Click [here](#) to view.
 - Tyson MacGillvray is the Chair of the TTAC.
 - Parent Advisory council was not on the list of attendees. The TTAC will invite them as guests but the Parent Advisory council will not be a part of the committee.
 - Kim requested that the HSAP-PLG group review the SWOT analysis from the TTAC meeting. The group broke out into small groups to discuss. Reg will collate the data from the group and will forward it to Kim Poirier. This information will also be shared at the next HSAP-PLG meeting.
 - The group would like to see more representation from HSAP.
 - Not enough grass roots people on the committee.

6. New Business

- a. Assiniboine Community College - Erin Lambert
 - Erin Lambert (Manager, Recruitment & Conversion), shared a Power Point presentation with the group, highlighting some of the wonderful things Assiniboine Community College has to offer. The Power Point presentation and the 2018 ACC Viewbook is posted on the RRTVA website.
- b. Presentation - Former HSAP Student - Lindsay Rubiniuk
 - Lindsay Rubeniuk introduced Darcy from Collyer Construction.
 - Darcey is a former HSAP student of Lindsay's.
 - An Apprenticeship presentation intrigued Darcey to pursue HSAP.
 - A very hesitant employer hired Darcey after he job shadowed for a day. The employer was able to see what type of worker he was.
 - Darcey completed Level 1, 3 and 4 at ACC in Brandon and completed Level 2 at RRC in Winnipeg.
 - Red Seal Carpenter at the age of 21.
 - Allows him to travel for work.
 - Has the ability to make money and do something his is passionate about.
 - Recently built his own home (with the exception of the electrical and plumbing).
 - Planning of starting his own business in the future and hiring apprentices.
 - Some of his dislikes were the technical training registration process and dealing with Unemployment Insurance.
- c. Next PLG Topic - TQ to Red Seal - Reg Toews for Judy Watson
 - Reg asked the group if there was any interest in discussing Trade Qualifying to Red Seal at the next HSAP-PLG meeting in MacGregor.
 - The group agreed that they would like to make TQ to RS a topic at the next PLG meeting.

- There is often a lot of interest in Trade Qualifying, but not as many that actually follow through.

d. MVIM update - Reg Toews

- Information on the 2018 MVIM Scholarship Fund was emailed out the group. A copy of the document is posted on the RRTVA website.
- Applications are due May 11th.

e. Erikson Collegiate - Mel Henry

- Prior to the tour of Erikson Collegiate, Mel Henry gave a Power Point presentation which shared some of the highlights, successes, and challenges of Erikson Collegiate. The Power Point presentation is posted on the RRTVA website.
- One of the biggest factors that deters students from HSAP is the travel.
- Power Mechanics out of Minnedosa is the only accredited program in the division.
- Busing is free if a student begins a vocational program in Grade 11 and completes all of the credits necessary for that program.

7. Business out of the notes

a. Agricultural Apprenticeship - Reg Toews for Bob Lepischak

- Bob met with a number of individual farmers and representatives from Agri-support industries at the annual AgDays meeting held in Brandon in mid-January.
- Bob also attended the Keystone Agricultural Producers Annual General Meeting and had several discussions with district representatives (250 producers were present) and provided a draft of a resolution to be presented at the Annual General Meeting Resolutions Forum. Bob met with Bruce Graham, District 9 and Simon Ellis, District 7 and the resolution was the "tweaked" with their assistance. The resolution was presented by the two directors who also spoke to the resolution. The resolution was passed unanimously.
- Subsequent discussion by telephone and in person with Dan Mazier and the Keystone Agricultural Producers and Alanna Gray Project Officer who will be working on the proposal in Apprenticeship Manitoba, have been asked to assist with work on this committee. Bob Lepischak - "As I begin a term as a Director of the Grain Growers of Canada, a National Agriculture lobby group, I would welcome input from the PLG representative and will continue to support efforts to establish an Agricultural Craft Apprenticeship"
- Reg will send out an email to the HSAP-PLG asking if anyone is interested in having input in the Agricultural Craft Trade being developed (Bob Lepichak).

b. Table Topics - Reg Toews

- Reg summarized some to the themes from the October 2017 HSAP-PLG meeting.
 - 1) Members appreciate the networking aspect of the HSAP-PLG and there should be even more time allotted to networking/sharing of ideas structured or otherwise.
 - 2) Members appreciate the professional support and advice from AM, ICAB and experienced HSAPers.
 - 3) There is great value in being current with the most recent information in regards to HSAP through meeting and email notifications.
 - 4) Continue to review the trades at meetings especially the tricky ones, have more newbie sessions. Intentional mentorship?

- 5) We all appreciate the value of HSAP and continually find ways to share it with everyone.
- 6) Employers should continue to be an important part of the HSAP-PLG meetings.

- Reg shared the potential revisions for the HSAP Purpose Statements. All present were in favour. Below are the revised statements.

HSAP-PLG Purpose Statements

- 1) To provide a networking opportunity for HSAP educators interested in promoting trades as career pathways in Manitoba High Schools.
- 2) To continue to cultivate the working relationship in Manitoba among educators, trades, industry and Apprenticeship Manitoba.
- 3) To give Manitoba Apprenticeship and industry stakeholders direct access to the potential skilled labour market in our schools and to give our students direct access to Manitoba Apprenticeship and industry stakeholders.
- 4) To promote apprenticeship as an equal avenue to post-secondary education.

- The revised statements have been posted on the RRTVA website. Click [here](#) to view.
- Reg will bring the HSAP-PLG Purpose Statements forward to the TTAC.

c. HSAP Promo Videos/Shaw in-service - Reg Toews for Justin Lawson

- Shaw would be happy to host a training session for any other HSAP members that would like to be trained and have access to their professional equipment.
- Justin would set this up with SHAW to help others move forward with videos of their students in their respective divisions.
- Please contact Justin Lawson if you are interested or if you have any students that would be a great fit to be on camera. lawson@pembinatrails.ca

d. HSAP - PLG Foundation and Direction - Reg Toews

- Russ Dobie is interested in hosting an HSAP-PLG meeting in The Pas.
- The meeting would be tied in with other events, touring, etc. Possibly, May 2019.
- The group showed interest but agreed that it would be hard to commit at this point. Individuals would need to get permission for their school.
- Reg requested that Russ get together a proposal of events, costs, etc. and we will pass it along to the group.
- A doodle will be sent out, prior to the next meeting to indicate the interest of attending an HSAP-PLG meeting in The Pas.
- We will continue to discuss this topic at the next meeting.

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| i. Skills Manitoba Competition | April 12, 2018 | RRC |
| ii. HSAP-PLG Meeting 4 | May 25, 2018 | MacGregor, MB |
| iii. Meeting 1: | Oct 12, 2018 | Apprenticeship MB Office |
| iv. Meeting 2: | Dec 7, 2018 | (Carla Mroz will look into the cost and accommodations of Pine Ridge Hallow) |
| v. Meeting 3: | March 8, 2019 | |
| vi. Meeting 4: | May 31, 2019 | The Pas? |

8. Action Items

- At the next TTAC meeting, Reg will discuss the topic of vocational instructors attending a government run presentation regarding students receiving a tech vocational diploma for HSAP. 5.d)
- Reg will collate the data from the SWOT analysis and forward the information to Kim Poirier. This information will also be shared at the next HSAP-PLG meeting.
- Reg Toews will bring forward the revised HSAP-PLG Purpose Statements to the TTAC.
- Russ Dobie will put together a proposal of events, costs, etc. of hosting the May 31, 2019 HSAP-PLG meeting in The Pas.
- A doodle will be sent out, prior to the next meeting to indicate the interest of attending an HSAP-PLG meeting in The Pas.
- Reg will send out an email to the HSAP-PLG asking if anyone is interested in having input in the Agricultural Craft Trade being developed (Bob Lepichak).
- Carla Mroz will look into the accommodations and cost of hosting the December 7, 2018 meeting at Pine Ridge Hallow.