Minutes of the Consumers Advisory Council (Council) meeting of the Technical Standards and Safety Authority (TSSA) held in Ontario Boardroom, 345 Carlingview Drive, Toronto, Ontario at 10:00 a.m. on the 15th day of June, 2017.

Present: Jane McCarthy (Chair), Robert Brady, Elizabeth Nielsen, and G. Rae Dulmage.

In attendance: David Scriven, Acting President and CEO, Ian Shaw, Governance and Planning Advisor, Sandra Cooke, TSSA Ombudsman (Item 7), Kristian Kennedy, Stakeholder Relations, Supraja Sridharan, PSRM, Steve Robinson, Communications Manager

Via teleconference: Dolly Gerrior, Shranna Jaggernath, MGCS

Regrets: Kathryn Woodcock, Peter Wong, Vice President Operations

1. Constitution of Meeting

J. McCarthy, Chair, welcomed everyone to the meeting, called the meeting to order and provided an overview of the meeting. As the Safety Moment for this meeting, the Committee viewed four videos designed to educate the public on some of the dangers when using elevators. The Council discussed and provided feedback to management on the videos.

2. Approval of Agenda

Council members approved the Agenda for the June 15, 2017 meeting as drafted.

3. Approval of Minutes

Council approved the Minutes of the February 8, 2017 meeting as drafted.

4. Review of Action Items

Council reviewed the action items.

5. Council Chair’s Report

J. McCarthy spoke to her Chair’s report, highlighting the success of TSSA’s participation at the Skills Competition.

6. CEO Report

D. Scriven spoke to the recent changes in leadership at TSSA and spoke to his new role as Acting President and CEO. He also spoke to the departure of Wilson Lee, the onboarding of a Chief Information Officer and an update on the 20/20 Program. D. Scriven also updated the Council on NPSAC and the ongoing work towards a Canadian Free Trade Agreement (CFTA). The Council discussed the CFTA and
how consumers are not guaranteed the same level of safety from province to province. S. Jaggernath spoke to the rationale of the CFTA and the work being done to determine how it will affect Ontario.

7. TSSA Ombudsman Report

S. Cooke spoke to her presentation on the role of the Ombudsman at TSSA, highlighting the past year and the different interactions she has had with the public and external stakeholders. She provided an overview of a new whistle-blower service that will be coming into effect. S. Cooke then responded to questions from the Council.

8. MGCS Update

S. Jaggernath updated the Council on the recent staffing changes at the Ministry, including the retirement of the Deputy Minister. She briefed the Council on the issue of elevator availability and it’s profile in the media and with the government. She spoke to the Private Member’s Bill and an RFP that was being conducted for a firm to study this issue and provided recommendations. S. Jaggernath responded to questions from the Council.

K. Kennedy updated the Council with regards to the Regulatory Review Initiative (RRI). He spoke to the progress of Phase I and the beginning stages of Phase II. In response to a question from the Council, K. Kennedy spoke to the engagement of the federal government in this process. R. Dulmage and E. Nielsen advised that they would like to be involved with the USA regulation review, K. Kennedy agreed to follow up.

9. Recruitment

J. McCarthy spoke to the need to get more members for the Council and suggested that the current Council members could engage to people on the Industry Advisory Councils to enquire about people about may be available and interested. R. Brady agreed that this was a good initial approach to increase recruitment. E. Nielsen suggested a post on the TSSA website calling for nominations would help. R. Dulmage suggested working with Standards Council of Canada to post on their website.

10. CAC Remuneration Review

The Council briefly discussed the process for remuneration and expenses. The Council approved the draft Policy.

11. CAC Priorities

The Council viewed a wrap up video on the Silent Killer campaign which spoke to the success of the campaign and the number of people it reached. D. Scriven provided a brief overview of TSSA’s safety priorities priorities and actions taken to date. The Council discussed the priorities.
S. Robinson updated the Council on the ongoing Advocacy campaigns and next steps going forward. S. Sridharan spoke to the Annual State of Public Safety Report (ASPR) and provided the Council with background of the report and its design. The Council focused their discussions around the rise in incidents at Academic Locations and offered suggestions on how best to approach this issue. K. Kennedy updated the Council on the work being done with the Ministry of Education.

**ACTION:** Provide the CAC with data on the occurrences at schools.

**12. Safety Education Fund Update**

The Council was provided with an update on the Fund and briefly spoke about the Ontario Skills Competition.

**13. Summary verbal reports**

The Council briefly discussed and provided updates from the Industry Advisory Councils.

**14. Other Business**

There was no other business identified.

**15. In Camera**

The Council met In Camera.

**16. Termination**

The meeting was adjourned at approximately 4:00pm.