Minutes of the Operating Engineers Advisory Council (OEAC) meeting of the Technical Standards and Safety Authority (TSSA) held in Boardroom 1434, 14th Floor, Centre Tower, 3300 Bloor Street West, Toronto, Ontario at 09:30 a.m. on the 2nd of April 2014.


In attendance: Mike Adams, Director BPV/OE (all except item 15), John Coulter, Manager and Chief Officer (all except item 17), Maram Khalif, Council Coordinator (all except item 15), Wilson Lee, Director, (item 12), Srikant Mangalam, Director (item 9), David Scriven, VP Research and Corporate Secretary (all except items 15), Richard Smart, Chief Financial Officer (item 7), Supraja Sridharan, Public Safety Risk Analyst (item 9), Jonathan Tsao, Advisor, Government Relations (all except items 15), Peter Wong, VP of Operations (all items except 15).

Guests: Sarah Jeffrey-Hampton, Senior Policy & Program Analyst, Ministry of Consumers Services MCS), (all except item 15), Hussein Lalani, Manager, MCS, (all items except 15), and Steve Lawrence, Chair Boilers and Pressure Vessels (all items except 15).

Regrets: Robert Brady, Consumers Advisory Council.

1. Constitution of Meeting

Chair called the meeting. K. Hillman was introduced as a new member representing the Private Power Generation sector of the Operating Engineers Advisory Council.

S. Lawrence, a new Chair of TSSA’s Boilers and Pressure Vessels Advisory Council, was also introduced as a guest to observe the council meeting.

Roundtable introductions followed.

2. Approval of Agenda

Council members approved the April 2, 2014 meeting agenda, as revised, by combining items 8 and 12.

3. Approval of the Minutes

Council members approved the minutes of November 26, 2013 for the Operating Engineers Advisory Council meeting, as presented.

4. Review Action Items from Last Meeting

J. Coulter reviewed the action items with council members noting that the highlighted items have been completed and will be removed from the list for the next meeting.

The outstanding action items were discussed as follows:
November. 21, 2012 issue regarding developing a survey on skills training and labour market of Ontario, M. Adams reported to council that TSSA’s Research and Education Department is assisting him with this issue. He noted that in order to avoid duplications of work already completed by the Institute of Power Engineers, other options are currently being explored. This item will be added to the agenda for an update at the next meeting.

- The other outstanding item regarding preliminary meetings around OE regulation review has been noted on the agenda as item 12 for today’s meeting.

5. Council Chair’s Report

The Chair reported to council that the annual Chair’s report to the President and CEO has been completed. He highlighted that the major achievement of the council was the development of a promotional video for attracting Power Engineers in Ontario, which has been received successfully. Key opportunities were noted as developing significant progress toward an OE regulation review in the upcoming months.

The Chair’s report will be shared with Council at the next meeting.

6. TSSA President & CEO’s Report

As part of the advanced materials for this meeting, members received a written report from the President and CEO regarding TSSA’s key activities over the last quarter. This report was treated as read.

D. Scriven, on behalf of M. Beard, shared with council the appointment of a new Board of Director, Susan Kushneryk by the Ministry of Consumers Services and the recruitment of additional staff to the Senior Management team at TSSA, Director of Internal Audit, Steven Matos. Both will join TSSA in April 2014.

7. Fee Review Framework and Process Update

With the aid of a PowerPoint presentation which will be part of the record of the meeting, R. Smart highlighted the challenges of the last fee review framework and process, fee framework objectives, options, and timelines.

The challenges and lessons learned were shared, such as, concerns with the complexity of invoicing process; transparency; effectiveness of fee incentives and deterrents; program cross subsidization; and the use of technology. He also highlighted the need to ensure some predictability in invoicing.

Fee framework objectives were illustrated, such as, reduce fee burden while not compromising safety; influencing positive safety behavior and deterring adverse safety behavior; reflect on efficiency of cost model; and leveraging Risk Informed Decision Making (RIDM) which has been utilized by the OE Safety Program.

The use of the Declaration of Compliance by many safety programs was highlighted.

Moving forward, TSSA is utilizing its Research and Education Department to conduct a research; engage its stakeholders; and utilize a third party to find a comprehensive options fee framework. The process will include dialogue with multiple departments within TSSA, Advisory Council, MCS, and TSSA’s customers. The research portion will include a benchmark report involving other similar organizations for safety and regulatory bodies.
TSSA’s new Innovation Committee is collecting information regarding how to improve the technology including e-commerce and communication. They are currently focusing on preparing for Pan Am Games 2015. Council expressed interest in learning more about the Innovation Committee.

Any new information around the options fee will be posted on the Council Portal which will be launched prior to the next meeting. The portal allows comments and discussion and council was encouraged to take full advantage of this tool.

8. Ministry of Consumer Services (MCS)

Item 8 update is included in item 12.


With the aid of a PowerPoint presentation which will be part of the record of the meeting, S. Mangalam highlighted the safety and compliance state of the program.

There were no reported or investigated occurrences with or without health impacts in fiscal year 2013/2014.

Breakdown of orders issued in sector specific were presented and discussed. Top five orders issued through Periodic Inspections were also presented.

Discussion ensued around the difference in the number of orders issued at attended and unattended plants. Unattended plants received more orders than attended plants. However, it was noted that all high powered plants were attended. Shutdowns were noted as uncommon occurrences for this program.

TSSA has a comprehensive check list for this program and has captured data for high risk plants.

ACTION: Presentation to be sent to council.

10. Steam Turbine Governor RRG

R. Philip reported to council that the most current metric was shared at the last meeting. Additional contacts were needed and further analysis with more manufacturers were sought after since the last meeting.

The final report for this RRG will be provided at the next meeting.

11. Future of Power Engineers RRG

R. Klopf reported to council that there was not a significant update on this RRG at this time. However, he noted that a presentation developed by TSSA highlighting the challenges facing the industry would be beneficial to be shared with council. J. Coulter committed to providing the 3rd version presentation of the Power Engineering profession and its personnel future.

Moving forward, collecting the data and developing recommendations were discussed. The members of the RRG noted that they would like more time to conclude this RRG.

TSSA’s administrative support for the RRG was acknowledged. J. Coulter recommended the RRG to provide a significant level of progress for the next meeting.
ACTION: The latest presentation developed by TSSA highlighting the challenges facing the industry in regards to skills shortage is to be sent to council with the minutes.

12. **Priority Safety Issue: Operating Engineers Regulation Review RRG**

This item included item 8 – MCS Update.

As the result of discussions from the last meeting, W. Lee provided council with an update. Council requested to create a panel to review the status and make recommendations around next steps regarding the OE regulation review.

He acknowledged the complexity and challenges of having the OE regulation review process stagnant. TSSA and MCS discussed the council’s request and in light of council’s concerns, agreed for the integrity of TSSA’s reputation, the safety of Ontarians, the legal implications of the issue, and the credibility to the industry that there is a strong need to convene a meeting and propel this issue forward at this time.

The processes in place for the Propane Regulation Review and Boilers and Pressure Vessels (BPV) Regulatory Compliance Project were noted as another catalyst supporting that it is the right time to move forward with OE regulation review.

A commitment has been made to convene a meeting for the OE regulation development between MCS, W. Lee, J. Coulter, M. Adams and C. Andrews in order to develop a project management approach.

Council was encouraged by the strong commitment shown and acknowledged that it is more beneficial for the industry to have an updated regulation rather than having a significant incident force the issue.

As per MCS’ update, MCS representatives noted that most of the MCS initiatives involving TSSA were noted in the CEO report. The Propane regulation review and BPV Regulatory Compliance Project progresses were further highlighted.

It was also noted that TSSA and MCS were looking into ways to streamline timely regulation reviews in the future.

ACTION: MCS to share a developed process structure for OE regulation review with council at the next meeting.

13. **Membership and Matrix Review Update**

As part of the advanced materials for this meeting, council received a revised matrix, which was treated as read.

D. Scriven informed council that the changes made to the matrix were a result of revamping all council matrices to ensure the sectors have evolved within the current members.

Discussion ensued around how the terminology was determined, including the background of setting the matrix and the importance of including owners or those ultimately responsible for the safety of devices and plants.

Council was encouraged to discuss the changes made to the matrix in-camera and provide any feedback if necessary.
The Chair noted the need for discussion around the numbers needed for each sector as well as vacancies where necessary.

14. Questions and Other Business

SOPEEC - National Standard for Plant Ratings and Attendance Update:
The initiative is based on the National Public Safety Advisory Committee’s (NPSAC) request to develop a national standard for plant ratings of boilers, steam prime movers, compressions, and refrigeration technology. Boilers and refrigeration technologies have been completed during the past three meetings. It is expected that the remaining technologies will be completed by the fall 2014 meeting.

The objective is to have all provinces and territories to standardize their regulation plant requirements for the benefit of national industries. The new proposed Ontario Operating Engineers regulation has been developed to accommodate many of the national plant rating levels.

Further discussion ensued pertaining to the differences of the existing national regions and advantages of standardized plant ratings.

Roundtable:
K. Hillman expressed interest in joining the Steam Turbine Governor RRG and will follow up with R. Phillip offline.

15. In Camera

Council members met in camera without management and guests.

16. Termination

The meeting was terminated at 1:45 p.m. The next meeting is scheduled for November 12, 2014.