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 22nd of April 2015.


In attendance: Mike Adams, Director BPV/OE (all except items 13), Jennifer Berg, Human Resources Business Partner (item 7), John Coulter, Manager and Chief Officer (all items), Maram Khalif, Council Coordinator (all except item 13), Wilson Lee, Director, (items 1 - 9 ), David Scriven, VP Research and Corporate Secretary (all except items 13), Supraja Sridharan, Public Safety Risk Analyst (item 6), Kristian Kennedy, Policy Advisor (all items except 13),

Guests: Judith Borts, Senior Policy & Program Analyst, Ministry of Government and Consumer Services (MGCS) (all except item 13), Sarah Jeffrey-Hampton, Senior Policy & Program Analyst, MGCS, (all except item 13), Hussein Lalani, Manager, MGCS, (all items except 12 and 13).

1. Constitution of Meeting

The Chair welcomed council members and called the meeting to order. A roundtable introduction followed.

As part of the safety moment, council viewed a safety video about the prevention of Carbon Monoxide poisoning.

2. Approval of Agenda

Council members approved the April 22, 2015 meeting agenda, as presented.

3. Approval of the Minutes

Council members approved the minutes of November 12, 2014 for the Operating Engineers Advisory Council meeting, as revised.

4. Review Action Items from Last Meeting

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

5. Council Chair’s Report

The Chair informed council that he filed the Chair’s annual report to the President and CEO. He highlighted the completion of the Steam Turbine Governor Risk Reduction Group (RRG). He also noted that the Future of Power Engineers RRG provided final recommendations to TSSA with next steps being discussed. In addition, he acknowledged MGCS’ decision to prioritize the review of OE regulations.
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, treated as read.

   D. Scriven, on behalf of M. Beard, highlighted TSSA’s external safety award, which was on the agenda at today’s meeting.

7. **TSSA’s External Safety Award**

   With the aid of a PowerPoint presentation, which forms part of the record of the meeting, J. Berg provided an overview of the eligibility and the selection criteria, as well as the nomination and recognition processes.

   A high-level discussion ensued around the process and criteria with a desire to ensure that both are quantifiable and measurable. Council noted caution regarding the possibility of big companies overshadowing small businesses. The Council was advised that the nomination committee would consider council’s concerns.

   In regards to launching and reaching out to the industry, inspectors will distribute pamphlets, and invoices may indicate information on how to get involved in this initiative. Other ways of communicating and reaching out to clients, including small businesses, were discussed. The use of social media will be a central part of reaching out to the industry and to the public.

   As the program progresses, it will be monitored and evaluated for success.

8. **Ministry of Government and Consumer Services (MGCS) Update**

   S. Jeffrey-Hampton informed council that J. Borts would be replacing her as the MGCS representative at the council’s meetings.

9. **Priority Safety Issue: Operating Engineers Regulatory Review Update**

   The MGCS representatives presented the progress for the OE regulatory review. The MGCS developed a Request for Proposal (RFP), which will be initiated in phases, rather than as one RFP for the full duration of the OE regulation review. Different consultants will be recruited to address the various elements of the regulations, for example, a jurisdictional review will be different from policy review. This method was perceived as a way to expedite the regulation review while allowing a learning curve for the MGCS representatives. The process was designed to be very methodical and systematic to ensure there would be no gaps. A government decision should be rendered immediately to address issues.

   J. Coulter shared some of the work with the Standardization of Power Engineers Examinations Committee (SOPEEC), which reports to OE Chief Inspectors noted in the CEO report. He noted that work may contribute to Ontario’s OE regulation review. M. Adams also shared some of his work with the Association of Chief Inspectors (ACI) relating to a national standardization. The ACI will report to NPSAC with their recommendation. All these above-mentioned committees and organizations (which are all under NPSAC jurisdiction) were working on various ways of harmonizing the plant rating across Canada among themselves as well as other issues related to OE industry. Incorporating their findings or recommendations into Ontario
OE regulation review process was noted. The benefits and the challenges those recommendations may entail were further discussed. Without having a definite scope or analysis, further discussion around the next steps in OE regulation review is required.

The issue of how to attract the right persons and businesses (including small businesses) for consultation on this review, in addition to including TSSA’s advisory council members, was discussed. The Boilers and Pressure Vessels (BPV) ongoing regulation review developed a process of identifying the right stakeholders for its RRG. Utilizing similar methods of finding the right stakeholders for OE RRG for regulation review was recommended.

J. Borts reported to council that the MGCS have conducted a document analysis and developed a scope for the regulation review. Next steps were to start a stakeholder consultation. This phase was termed as the identification phase to determine outstanding crucial issues before options for solutions are considered. It is extremely important that the decision makers will be given an opportunity to understand the issues at hand since most of them are not familiar with technical terms.

MGCS would like to utilize stakeholder consultation prior to the next OEAC meeting. Creating an RRG appropriate for this purpose was further discussed.

Council would like to receive the MGCS’ timelines, scope and project definitions prior to creating RRG to tackle a regulation review. The MGCS noted that the stakeholder consultation would have to commence prior to the next OEAC meeting.

ACTION: MGCS will provide an overview of the regulation process, timelines, and scope for regulation changes to council and TSSA.

ACTION: Council will discuss creating an RRG for the regulation review in-camera and will provide their response to TSSA prior to the next meeting.

ACTION: After a decision is provided from council (in camera), TSSA will provide a process for developing an RRG and member identification similar to that of BPV’s RRG for regulation review as mentioned during today’s meeting.

10. Report on Operating Engineers Safety Compliance

With the aid of a PowerPoint presentation, which forms part of the record of the meeting, J. Coulter provided an overview of operating engineers’ compliance safety report.

The report did not include Q4 (which ends on April 30, 2015) results. Discussion ensued around how risk based inspections were determined. Council was advised that the frequency of inspections is based on previous inspections and the number of risk rating of orders issued, if any.

Council were encouraged to utilize and share the Annual Public Safety Performance Reports posted each on TSSA’s website.
11. Priority Safety Issue: Future of Power Engineers Risk Reduction Group (RRG) Follow-Up

*Ontario Ministry of Training, Colleges and Universities (MTCU) follow-up:* S. Jeffrey-Hampton provided the contact information for MTCU's contact for this issue.

The concern over CO-OP placement for students was discussed in detail, noting that because of limited placements being available, some colleges were reducing their student intake. This situation reflected the limited number of plants engaged in CO-OP training. Reasons for some plants not engaging students included – union rejection, general company policy, and lack of staff support. Suggestions to assist in engaging additional plants included - government incentives to plants in the form of a wage subsidy, co-ordination of all colleges and the Institute of Power Engineers to achieve a common industry approach initiative.

E. White and J. Coulter with the support of S. Jeffrey-Hampton will follow up with MTCU on the issues relating to Power Engineers in Ontario and will update council at the next meeting.

*RRG for regulation review recommended at the last meeting follow-up:*

Council discussed this matter under item 9.

12. Questions and Other Business

*Membership renewal:* C. Andrews, the Chair, has resigned from council both as a Chair and as member. He noted there were two nominations for the Chairmanship and a vote will take place in-camera session.

The Chair's contributions to TSSA and to the council were acknowledged.

13. In Camera

Council members met in camera without guests. J. Coulter joined council for this item.

*Items from in camera provided by the Chair:*

R. Klopf withdrew his nomination for the Chairmanship.

Council requests TSSA to respond to the recommendations from Future of Power Engineers RRG (from November 12, 2014 mtg presentation).

Council will establish RRG for regulation review after MGCS shares overview of the regulation process, timelines, and scope for regulation changes.

14. Termination

The meeting was terminated at 1:15 p.m. The next meeting is scheduled for November 12, 2015.