

Commission Board of Directors June 22, 2022 10:00 AM – 2:23 PM 2140 Hamilton Street/Teams Virtual Meeting

Meeting Number 2021-2022-06

Members Present:

Drew Tiefenbach (Chair) Mike Berkes Bernie Boutin Aaron Laughlin Darcy Smycniuk Wayne Worrall Susan Nedlecov-Anderson Elaine Lafleur Mike Pestill (Guest)

Regrets:

Dion Malakoff Ian Knibbs

Staff:

Jeff Ritter (part) Sherry Morcom – Recorder (part) Nancy Porter (part) Elvis Kambeitz (part) Danelle Reiss (part) Jeff Sweet (Vice-Chair) - Teams Dana Paidel Karen Zunti Ryan Cunningham Wayne Stadnyk Brent Dubray Leonard Manitoken (in-person) Alison Poelen

Bryan Leier Brett Vandale

Shaun Augustin (part) Chelsea Coupal (part) Dawn Stanger (part) Tamara Sentes (part) Curtis Leung (part)

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS |
|--|---|
| Call to Order | |
| 1. Adoption of the Agenda | Motion #2021-2022-06-01 |
| | There was consensus to approve the agenda. |
| 2. Minutes of April 6 and 28, 2022 and Business Arising | Motion #2021-2022-06-02 |
| | There was consensus to accept the Minutes of April 6 and April 28 2022. |
| 3. Chair Report | Motion #2021-2022-06-03 |
| The Chair Report was included in the meeting package. The Directors roundtable questions were discussed. (Attached) | There was consensus to accept the Chair Report as presented. |
| 4. CEO Report | Motion #2021-2022-06-04 |
| • The CEO Report was included in the meeting package. | There was consensus to accept the CEO Report as presented. |
| Decision Items | |
| 5. 2022-2023 Business Plan | Motion #2021-2022-06-05 |
| On behalf of the Audit and Finance Committee, Leonard | There was consensus to approve the 2022-23 Business Plan and |
| Manitoken reported the committee met on June 17, 2022. | to present it to the Ministry of Immigration and Career Training |
| The committee approved the 2022-23 Business Plan. Shaun Augustin spoke to the item. | (ICT) for routing to the Minister's Office for approval. |
| 6. 2022-23 Enterprise Risk Management (ERM) Plan | Motion #2021-2022-06-06 |
| | There was consensus to approve the ERM Plan with 15 risks. |
| Elvis Kambeitz joined the meeting at 11:48. | |
| Eivis Kambeitz joined the meeting at 11:48. | |

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS |
|---|--|
| 7. Trade Examining Board Remuneration | Motion #2021-2022-06-07 There was consensus to approve the recommendation to process Trade Examining Board members as consultants and provide them \$30/hour when they are assessing practical examinations. |
| 8. 2022-23 Internal Audit Plan | Motion #2021-2022-06-08 There was consensus to approve the 2022-23 Audit Plan |
| 9. 2022-23 SATCC Board of Directors Meeting Dates | Motion #2021-2022-06-09 There was consensus to approve the 2022-23 proposed meeting dates Meeting 1 – At the Call of the Chair upon approval of the 2022-23 Business Plan by the Minister (usually a consent resolution in August) Meeting 2 – Wednesday, September 28, 2022 (AGM, required prior to September 30th each year and Regular Board Meeting) Meeting 3 – Tuesday, November 29, 2022 (Regular Board Meeting) Meeting 4 – Wednesday, November 30, 2022 (Strategic Planning Meeting and Board dinner) Meeting 5 – Wednesday, February 1, 2023 (Regular Board Meeting) Meeting 6 – Wednesday, June 21, 2023 (Regular Board Meeting) Meeting 7 – Wednesday, June 21, 2023 (Regular Board Meeting) Meeting 1 – September 27, 2023 (AGM, required prior to September 30th each year and Regular Board Meeting) |
| 10. TB-CEDB-TEB Recommendations | Motion #2021-2022-06-10 There was consensus to approve the following TB-CEDB-TEB appointments and removals. |

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS |
|--|--|
| Elvis Kambeitz reported that the Trade Board Appointments Committee met on June 6, 2022 and approved the TB-CEDB- TEB appointments and removals. | |
| Committee Reports | |
| 11. Trade Board Appointments Committee – met June 6, 2022 a) Trade Board Minutes | There was consensus to accept the report as information. |
| Elvis Kambeitz left the meeting at 12:15 | |
| The Board of Directors broke for lunch. 12:15-1:00 pm | |
| 12. Audit and Finance Committee | There was consensus to accept the report as information. |
| On behalf of the Audit and Finance Committee, Leonard | |
| Manitoken reported the committee met on April 1, | |
| 2022. | |
| Shaun Augustin spoke to the Audit and Finance Committee items. | |
| a. 2021-22 Provincial Auditor Audit Plan | |
| The Provincial Auditors provided their annual Audit for | |
| the year ended June 30, 2022. | |
| Their office recognized that COVID-19 related circumstances may cause adjustments to the work and | |
| timing. | |
| b. 2021-22 Public Sector Accounting Board Update | |
| • On April 1, 2022, the Saskatchewan Apprenticeship and | |
| Trade Certification Commission reviewed the following new standard and guideline: | |

| AGENDA ITEM/DISCUSSION POINTS | |
|--|--|
| PSG-8 Purchased Intangibles (effective April 1, | |
| 2023). This guideline permits recognition of | |
| intangibles assets that are acquired through an | |
| arm's length exchange transaction between willing | |
| parties. Previous recognition prohibition relating to | |
| purchased intangibles in Section PS 1000 was | |
| removed. | |
| PS 3160 Public Private Partnerships (effective April | |
| 1, 2023). This guideline explains the scope of | |
| recognition, measurement presentation and | |
| disclosure of public private partnerships. This | |
| applies to partnerships that involve the public sector | |
| entity obtaining control of the infrastructure asset | |
| and the private sector partner designing, building, | |
| acquiring and/or bettering the infrastructure. | |
| The above standard and guideline do not apply to the | |
| SATCC. | |
| The Commission adopted the following sections in April | |
| of the corresponding years with the effective dates | |
| delayed by one year due to Covid-19 pandemic. | |
| 2019-20 | |
| PS 1201 Financial Statement Presentation (deferred | |
| to April 1, 2022); | |
| PS 3400 Revenue (deferred to April 1, 2023); | |
| PS 3450 Financial Instruments (deferred to April 1, | |
| 2022); | |
| 2020-21 | |
| PS 1000 Financial Statement Concepts - (effective | |
| April 1, 2023); | |
| PS 1150 GAAP – April 1, 2021, amended - (effective | |
| April 1, 2021); | |

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS |
|--|---------|
| PS 2601 Foreign Currency Translation - (effective April 1, 2022); PS 3041 Portfolio Investments - (effective April 1, 2022); PS 3061 Public Private Partnerships - (April 1, 2023); and PS 3280 Asset Retirement Obligations - (effective April 1, 2022). | |
| Pulse Check The Pulse Check has a subset of all performance measures included in the business plan. The Board will use this dashboard reporting to frame its questions and discussion of performance with the CEO and management to be have a more strategic and high level focus in its meeting deliberations. | |
| d. Performance Management Measurement – Balanced Scorecard Reporting The 'Balanced Scorecard at a Glance' is used to summarize the SATCC performance measures on a regular basis for the Senior Management Team (SMT) and SATCC Board of Directors. To the end of April 2022, the SATCC is: Exceeding or achieving on 16 out of 32 measures (50.0% of the total) Progressing on another 10 measures (31.3%). Five (5) measures are not being met (15.6% of the total) | |

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS |
|--|---------|
| One (1) measure (3.1%) currently has a No Report status. Eight (8) of the measures have been completed for 2021-22. | |
| e. YTD Budget to Actual The SATCC's year-to-date (YTD) surplus is \$2.24M as of April 30, 2022. This amount is greater than the budgeted surplus of \$1.41M budgeted in first ten months of 2021-22 by \$825K (+58.3%). The greater than anticipated surplus is primarily due to: YTD revenues are higher than budget by \$2.92M (+13.3%) mainly due to an additional \$3.3M in funding from the Ministry of Immigration and Career Training (ICT) for the 'Tiny Home' Project partially offset by reduced Client Fees; and YTD expenses are higher than budget by \$2.10M (+10.2%) due to higher-than-budgeted spending in Program and Other Contractual Services being partially offset by cost savings in most expense categories. | |
| f. Training Schedule The 2021-22 Budget assumed the SATCC will purchase 4,173 technical training seats. As of May 2nd, 479 seats have officially been cancelled, 202 seats have officially been added, for a net decrease of 277 seats. No seats are forecasted to be cancelled or added for the remainder of the training year. The total forecasted seats to be purchased in 2021-22 is 3,896. | |

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS |
|--|---------|
| AGENDA ITEM/DISCUSSION POINTS Tuition revenue is forecasted to decrease \$360K. The decrease in forecasted tuition revenue is due to less tuition taken in. Training is forecasting a lower fill rate, cancellation of 463 seats, as well the postponed training seats that were added are not collecting tuition as it was already paid in 2020-21. The Program Contractual Services expense line item is currently forecasted to be \$2.27M over budget in 2021-22. Direct training expenditures are forecasting lower by approximately \$1.1M due to the reduction in seats purchased and actual changes to training dates. The Tiny Home Project proposals received exceeded expectations and plan to be over budget by \$3.23M. Additional funding of \$3.3M has been approved for the Tiny Home Project, which was not included in the approved budget, bringing the total cost of the funding to \$4.8M. The Indigenous Apprenticeship Initiatives (IAI) program funding is forecasted to be over budget by \$304K. The Harmonization funding (spent on updating resequenced curriculum due to harmonization) is forecasted to be under budget by \$32K. Innovation | ACTIONS |
| funding, spent on developing new training/curriculum, is forecasted to be under budget by \$70K. g. Financial Forecast The SATCC is forecasting a deficit, after amortization, of \$549K in 2021-22. This is \$789K (-59.0%) lower than the anticipated budgeted deficit of \$1.338M. The forecasted decrease in the deficit is due to the following: | |

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS |
|---|---------|
| Revenues are forecasted to be higher-than-budgeted by \$2.91M (+11.4%) Expenses are forecasted to be higher than budget by \$2.12M (+7.9%) Capital purchases are forecasted to be over budget by \$50K (4.2%) | |
| h. 2021-22 Internal Audit Plan Update Each finding reported in an internal audit report has a management action plan with an owner responsible and a deadline. Prior to each A&F Committee meeting, Internal Audit will update the status of Actions Plans for which the due date has arrived via communication with the owner responsible and update the below table accordingly. Internal Audit will consider what evidence is appropriate to validate that the Action Plans have been completed (i.e., closed) and review that evidence either a) during an audit of the same topic area that is planned during the current fiscal year; or b) when practicable by requesting evidence via email or when on-site. Once Internal Audit has validated that the Action Plans have been implemented (i.e., closed) we will update the below table as such. Action Plans are considered overdue when their due date has passed without being fully implemented | |
| i. 2021-22 ERM Report The Commission Board of Directors identified and ranked 14 risks within the 2021-22 Enterprise Risk | |

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS |
|---|---|
| Management Plan. This report summarizes management's progress at addressing each risk identified into Q4 2021-22. To the end of April 2022, the SATCC is 'on track' in addressing eight (8) risks (57.1% of the total) and progressing on six (6) risks (42.9%). There are currently no risks with a 'not meeting' status. | |
| 13. Governance Committee On behalf of the Governance Committee Dana Paidel reported that the Committee met on June 8, 2022. | There was consensus to accept the report as information. |
| 14. HR Committee On behalf of the Human Resource Committee, Drew Tiefenbach reported the committee met on May 24, 2022. a) SATCC CEO 2021-22 Performance Plan Evaluation b) Q3 2021-22 Short Term Incentive (STI) Program Status Update c) Human Resources (HR) and Succession Plan | There was consensus to accept the report as information. |
| 15. Committee Minutes Previously Approved. Previously approved minutes are available in the Aprio Library. | There was consensus to accept the report as information. |
| Information Items | |
| 16. Earnings and Mobility Indicators for Newly Certified Journeypersons in Canada, 2019 Journeypersons who certified in 2018 had a median employment income of around \$60K one year after certification. Notably, JPs' income was higher in Northern | There was consensus to accept the report for information. |

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS |
|--|---------|
| and Western Canada than in Central and Eastern Canada. | |
| For example, Saskatchewan recorded the second-highest | |
| employment income (\$68,390) among provinces, after | |
| Alberta (\$74,870) and above the national average. | |
| In 2019, the highest year-over-year growth in median | |
| earnings was observed in construction related trades. In | |
| Saskatchewan, construction employment and investment | |
| decreased by 5.4 and 9.4 per cent, respectively, compared | |
| to 2018 figures. | |
| • Journeypersons who were certified as powerline technicians | |
| (\$118,580), crane operators (\$102,560), and industrial | |
| instrumentation and control technicians (\$101,620) in 2018 | |
| had the highest overall median earnings one year after | |
| certification. In contrast, estheticians (\$21,390), hairstylists | |
| (\$24,140) and landscape horticulturists (\$33,930) earned | |
| the least. | |
| In 2019, more female apprentices certified in higher-earning | |
| trades like carpenters (+0.7%), construction electricians | |
| (+0.4%) and industrial mechanics (+0.4%), and fewer did so | |
| in hairstylist, one of the lowest trades in terms of median | |
| income but the most common among female apprentices. | |
| This may lead to higher employment income for female | |
| journeypersons in the future. | |
| Regarding mobility, in 2019, only 5.6 per cent of | |
| journeypersons lived or worked in a province or territory | |
| other than their certification jurisdiction. This represents | |
| the lowest national mobility rate of journeypersons since | |
| data collection started in 2008. On the other hand, | |
| Saskatchewan received net mobility of 115 JPs, the third | |
| highest among the provinces and territories. | |
| | |

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS |
|---|---|
| 17. 2021-22 Technical Training Exit Survey: July 2021-May 2022 | There was consensus to accept the report for information. |
| • The SATCC is conducting the 2021-22 Technical Training Exit | |
| Survey to understand apprentice program satisfaction with | |
| the delivery model, evaluate learning experiences, assess | |
| perceptions on career progression and success and gather | |
| feedback on improvement opportunities. | |
| • As of May 20, 2022, 408 apprentices have responded to the | |
| survey. These are the preliminary key findings: | |
| About 8 of 10 apprentices received in-person technical | |
| training with about 2 in 10 attending hybrid training | |
| (82% and 18%, respectively). | |
| About 7 of 10 (72%) of apprentices are overall very | |
| satisfied and somewhat satisfied with their experience | |
| with technical training. However, apprentices' | |
| satisfaction with technical training varies depending on | |
| the delivery method. For example, about three-quarters | |
| of apprentices (76%) who attended training in-person | |
| are satisfied, while the same was true for 55 per cent of | |
| apprentices who attended hybrid technical training. | |
| Most apprentices are satisfied with the different | |
| technical training areas (ranging from 73% to 93%). | |
| About 9 of 10 felt safe when attending training in | |
| person and found the physical environment was a safe | |
| learning space that encouraged participation. | |
| More than 9 of 10 males (93% and 94% respectively) felt | |
| safe when attending training in person and found shops | |
| and classrooms as a safe environment for learning. The | |
| same was true for 87 per cent of female apprentices. | |
| More than 7 of 10 apprentices (71%) who attended in- | |
| person training agreed that it was very effective. Almost | |
| the same (67%) found the in-person part of the hybrid | |

| AGENDA ITEM/DISCUSSION POINTS | ACTIONS | |
|---|---|--|
| | | |
| Curtis Leung and Tamara Sentes left the meeting at 2:15 pm. | | |
| Recurrent Information Items | | |
| 20. Commission Operational Update This information is included, and Directors are encouraged to share it with their respective stakeholders. Apprenticeship Awards format has changed for this year. Apprenticeship in Action Newsletter is now available. | There was consensus to accept the report for information. | |
| 21. Other BusinessThere was no other business. | | |
| 22. In-Camera | In-Camera items should be sent to Drew Tiefenbach by email. | |
| 23. Next Meeting TBD – Business Plan Adoption | · · · · · · | |
| 24. Adjournment | The meeting adjourned at 2:23 pm. | |

Commission/Committee Chairperson

Commission/Committee Vice Chairperson

| NAME | Industry representatives: What are you hearing from your peers in your sector about their labour market needs? How is the demand for apprentice training this year? More? Less? What are the lasting effects of COVID? Is apprenticeship training / progression in your sector still being impacted? (i.e., hybrid training success, delays progressing to the next level, etc.) Stakeholders: Are there any developments in the sectors you represent that may impact the apprenticeship system in the next 1 to 2 years? |
|---|---|
| Mike Berkes (er) | There is work but few responses for applications. They will hire anyone they can find. Big demand and no people to fill. Doesn't see any changes unless something drastic happens in the next few months Had an apprentice – pre-employment. An additional new one beginning today. A couple of high schools starting under SYA in July. 11 Journey persons to one 1 apprentice |
| Bernie Boutin (er) | Lots of discussion on wrapping up production in the mining sector. Usually spawns the need for more trades. Mosaic has approx. 30 apprentices indentured. The majority are level 3 or entry. If market conditions remain the same, will drive construction needs. Increase is expected to happen over the next 2 years. |
| Dana Paidel (er) | Audio trouble |
| <mark>Alison Poelen (er)</mark> | Still seeing struggles. Only journeypersons are educators. They are not getting a good solid training, there is no consistency. SaskHealth inspections have been problematic, there needs to a way to find a way to bridge the gap. Non-standard salons are compared to them. There should be different licensing. Getting products has also been problematic – borders inspections, shipping costs, etc. |
| Brent Dubray (other) | Pulp and Paper has had jobs for millwrights, etc. not a lot of applications. They have a older workforce, expecting a lot of retirees in the next few years and will be short staffed. The 4 th year electrical review caused issues for them. They have an undulating demand, up and down. |
| Susan Nedelcov-Anderson (Other) | Apprenticeship credits up to 4. Each credit a high school student receives is 100 hours. |
| <mark>Leonard Manitoken</mark> (Other) | Big demand for different trades. Carpenters can be placed easily, welders as well. Apprenticeship training – they sponsor a lot, but they have had less applications coming in lately. They have been using social media to try to recruit. Most prefer the hands-on training. |

| Wayne Stadnyk (Other) | Many departments are advertising for positions, tends to be a competition with post-secondary institution as salaries are a challenge. Cuts in K-12 system might allow them to hire more. |
|-------------------------------------|---|
| <mark>Elaine LaFleur (Other)</mark> | Mining in the north – have a lot of contracts to automate plants. Hired most that they need except for miners. Heavy Duty mechanic recruitment was problematic. Could be a shortage of instrument techs. Workforce is young. Shouldn't be a big increase in the number of apprentices. Heavy Duty mechanic trade – sending engines/transmissions off for rebuilds – apprentices don't get the full exposure. Not sure if all places do the same. |
| Darcy Smycniuk (Other) | Labour market conditions are the tightest in some time. Result is sectors across the province are feeling the pinch. Increasing pressure on the trade sector to meet construction jobs. |
| Drew Tiefenbach (SIAST) | Electrical industry is facing the same issues as other sectors. |
| Ryan Cunningham (ee) | A lot of journey persons have moved to truck and transport. One apprentice is a third year. 2 started 2 years ago and one is new (1 week). Rebuilding engines is largely gone. Not cost effective for small shops to do that. Automatic transmissions get done a lot. |
| Aaron Laughlin (ee) | MyATC has been good so far. Only issue has been that cancellation notifications. They should be notified when they happen immediately. JTC Agreement – components need to continue to develop. Ability added to register an apprentice on their end would be a benefit. Notifications do happen quickly – things are fluid and easy to find. Apprenticeship – probably at lowest numbers in long time. Driven by wages – money is lower, so young people aren't attracted. There are JPs available to mentor young people. Trades and Skills is good at directing young people to the trades. |
| Jeff Sweet (ee) | Lack of apprentices – recruiting new apprentices has been a challenge. They had a posting out and received only 3 responses, none were local or were apprentices. There is the potential for lots of work in the future. Trades and skills apprentices were all good. |
| Wayne Worrall (ee) | They need trades people, apprentices, journeypersons. Prior to Covid they had lots of apprentices. How do they get more apprentices and keep them. Old school was stick and stay and get the pay. Current apprentices are looking for new and different. Retention is the issue; they tend to disappear so finishing them is tough. Hybrid training has worked, but hands on training is the most successful. Apprentices are going to different companies and different parts of the country. |
| Karen Zunti (ee) | They have never had an issue with getting apprentices – they are a small trade. Usually a request by employees that want to become apprentices. The price of materials and gas has increased – finding that quotes done have had to be revised. A cost plus estimate needs to be done. Not a lot of big contracts out there now, people are doing their own work. |

| Training is still out of province and UofS online is also available. |
|--|
| |