

Contractor Advisory Council

Minutes of Meeting

September 19, 2022

9:00 am via Zoom

Present:

Contractors	ESA	MGCS	Regrets
Ron Bergeron Shawn Blacklock Ryan Delisle Steve Green Doug McGinley James McKellar Chris Ruber Rob Smith	Will Barrett Patience Cathcart Raymond Chan Esau Habibulla Eric Kingston Emily Larose		Dave Ackison Mark Hopkins Joe Kurpe Dan Williams Scott Yemen

ITEM	SUBJECT	ACTION
1	<p>Preliminaries</p> <p><i>Motion:</i> <i>Ron Bergeron to act as chair for the meeting.</i> <i>Moved by: Doug McGinley</i> <i>Seconded: Steve Green</i> <i>Carried.</i></p> <p><i>No conflicts of interest were declared.</i></p> <p><i>Motion:</i> <i>The Agenda be approved.</i> <i>Moved by: Rob Smith</i> <i>Seconded: Doug McGinley</i> <i>Carried.</i></p> <p><i>Minutes of June 2, 2022 meeting were approved electronically on July 7, 2022.</i></p>	
2	<p>Fused Test Leads and Multi-Meters</p> <p>1) Patience Cathcart spoke to this topic.</p> <p>a) There are considerably fewer multi-meter incidents over the past 10 years</p> <p>b) There are various factors such as : ESA training and Health Canada interventions.</p> <p>c) This is no longer a serious issue.</p> <p>2) Steve Green noted there are incidents not being reported.</p>	

- 3) Ron Bergeron spoke to: fused test leads.
 - a) These are recognized safety features
 - b) The issues now are:
 - i) Interrupting ratings are only 20KA or 30KA
 - ii) Ratings are not indicated on the packaging, nor the leads but only on the fuses
 - iii) Such ratings are much too low for ICI purposes
 - c) The question is:
What can be done to have the fuse ratings clearly indicated?

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Plan Review

- 1) Emily Larose spoke to this.
 - a) Contractor concerns were noted. A review of the process is on-going.
 - b) Process changes were highlighted.
 - c) This includes:
Inspection services will not be withheld during the process.
- Doug McGinley took over as Chair
- 2) Steve Green and Ron Bergeron spoke to this topic
 - a) Safety is not enhanced by comparing permits to drawings.
 - b) There is no data to substantiate safety is at risk
 - c) The quality of the review of plans needs improvement. Examples were provided.

Motion:

CoAC requests ESA to stop the permit comparison Process.

Moved by: Ron Bergeron

Seconded by: Steve Green

Carried.

4	<p>In favour : <i>Ron Bergeron, Shawn Blacklock, Steve Green, Doug McGinley, James McKellar, Chris Ruber, Rob Smith</i></p> <p>Opposed: <i>Ryan Delisle</i></p> <p><i>Motion:</i> <i>CoAC requests that ESA inspectors be more involved in the plan review process and for inspectors to have a copy of the plan review ahead of inspection process/rough-in stages</i></p> <p><i>Moved by: Steve Green</i> <i>Seconded by: Ryan Delisle</i> <i>Carried.</i></p> <p>Ron Bergeron returned as Chair</p> <p>General ESA Updates</p> <ol style="list-style-type: none">1) Advisory council reimbursements are to be via the new email system. The window is 30 days.2) Terms of Reference are being reassessed. Review will be part of a governance session likely on Dec 8th	5
5	<p>Incident Reporting</p> <ol style="list-style-type: none">1) Contractors noted that information on electrical incidents would assist LECs in enhancing safety in their firms2) What to share and how to share information was discussed.3) A sample communique to be presented by Dec. 8th	Karen Ras
6	<p>Non-Compliance Feedback</p> <ol style="list-style-type: none">1) Those reporting non-compliance are not given results.2) ESA notes the reports using a Z number3) Contractors made suggestions on providing the Z number to plaintiffs for follow-up.	

7	<p>Fee Project Updates</p> <p>Esau Habibulla spoke to this.</p> <ol style="list-style-type: none">1) ESA is responding to ECAO-OEL survey showing a need for simplifying the fee structure2) A working group of OEL, ECAO contractors and ESA has been established.3) Stakeholder interviews presently being conducted by a consulting firm. Info will be shared on Dec 8th4) Implementation of fee simplification is proposed for March 20235) Project is open to consider differing models and approaches. <p>Ron Bergeron read a memo from the 2002 ESA CEO . The process then is the same as now. The outcome is predictable.</p>	Esau Habibulla
8	<p>Account Blocks</p> <p>Eric Kingston and Will Barrett spoke to this:</p> <ol style="list-style-type: none">1) Statistics for April to August Accounts 4 Defects. 46 Licensing 2932) Warnings for Defects are being sent by courier3) A typical warning letter was provided to members4) The Block is put on hold (Paused) when a contractor responds and the resolution process starts5) Defect blocks are now dropping, and most situations are resolved in 3 to 7 days.6) Licensing, (85% of Blocks) is observing the Defects process.	

9	<p>Inspector Absence</p> <p>Doug McGinley spoke to this.</p> <ol style="list-style-type: none">1) Information is not being transmitted to other inspectors when an inspector is absent.2) The contractor also needs to be informed. <p>Will Barrett said ESA is working to make the process more seamless</p> <p><i>Motion:</i> <i>To adjourn the meeting</i> <i>Moved by: Steve Green</i> <i>Seconded by: Doug McGinley</i> <i>Carried.</i></p> <p>Future meeting dates: October 27, 2022 December 8, 2022</p>	ESA
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