



Minutes of the ECRA Advisory Council Meeting

May 26, 2022

9:15 a.m. to 11:35 a.m.

Meeting via Zoom Videoconference

<b>COUNCIL MEMBERS PRESENT</b>	<b>ESA EMPLOYEES PRESENT</b>
Cameron Hann, OEL, Vice Chair	Raymond Chan
Larry Allison, CAC	Scott Eason
Matthew Aston, AMCTO	Shana Hole
Vince De Gasperis, Utility Contractors Association	Alejandro Gonzalez
Steve Del Guidice, OEL	Soussanna Karas
Leo Grellette, ESA	Freda Lam
Larry Shaver, ECAO	Chelsea Lepage
Brian Smith, ESA	
<b>GUESTS</b>	<b>REGRETS</b>
Lucy Becker	Joe Kurpe, ECAO, Chair
Sean Bell	Catherine Taylor, Community at Large
Roy Ellis-Callow	
Laura Halbert	
Doug McGinley, Chair, MEC	
Matthew Scratch	
	<b>MINUTES</b>
	Claire Loucks, ESA

<b>AGENDA ITEM</b>	Call to Order Notice & Quorum No conflicts were declared with the Agenda
<b>PRESENTER</b>	Chair

**WELCOME AND INTRODUCTIONS**

Due to the absence of the Chair, the Vice-Chair assumed the role and responsibilities of Chair for the duration of the meeting. The Chair advised members that the meeting was being recorded for the purpose of minute taking and noted consent to this process.

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<b>MOTION</b>	The motion to accept the minutes of the March 29, 2022 meeting.
<b>MOTIONED SECONDED</b>	Matthew Aston Larry Shaver

**Motion carried**

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Review of Open Action Items:

1. Working Group for guidelines will be formed to update existing document:  
*Ongoing*
2. Members to provide ongoing feedback to ESA on remote inspections: *Ongoing*
3. Update on AGR 12: *Ongoing*
  - Process on pause as a result of the Writ.
4. Update on AGR 15: *Ongoing*
  - Process on pause as a result of the Writ.
5. Update on AGR 17.1: *Ongoing (see item #1)*
  - Process on pause as a result of the Writ.
6. Update on AGR 20.3: *Ongoing (see item #2)*

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<b>AGENDA ITEM</b>	Continuing Education Committee
<b>PRESENTER</b>	Training Program Manager

Training Program Manager introduced the nomination and voting procedures; results will be communicated via email to all nominees.

Nominees were provided with the opportunity to introduce themselves and make a statement regarding their interest in participating in the Continuing Education Committee.

ECRA AC members voted on the nominees. Based on the results of the vote, the members of the Continuing Education Committee have been elected by ECRA AC. The first meeting of the Continuing Education Committee will be held in the Fall.

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<b>AGENDA ITEM</b>	Report on Auditor General Recommendation #20.3
<b>PRESENTER</b>	Project Specialist, Licensing

Project Specialist, Licensing provided an update on the categories of information that ESA recommends for publication.

Comments:

- Members supported the categories of disclosure presented by the ESA.
- Member suggested using a colour-coded system to flag companies on ESA's look-up tool.
- The next step in the process will be ESA working on implementation of these categories through updated Licensed Contractor Directory (look up tool)

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<b>AGENDA ITEM</b>	Report on Auditor General Recommendation #25
<b>PRESENTER</b>	Safety Analyst/Epidemiologist

Safety Analyst/Epidemiologist provided information on ESA’s work to address the Auditor General’s recommendation to implement performance metrics regarding cost efficiency and safety improvement.

- Improving electrical safety
- Assessing the effectiveness of the risk-based inspections model
- Improving organizational excellence
- Improving customer service and accountability

Comments:

- Chair stated that reductions in safety incidents are a group effort, all partners in safety contributed to this overall result, not just ESA.

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<b>AGENDA ITEM</b>	Renting out DME Licence
<b>PRESENTER</b>	Group Discussion

ECRA AC members were asked to consider the following questions:

- What are trends in DME’s failure to comply with their obligations as Designated MEs? How can the concern be addressed *now*?
- What are some initiatives to educate DMEs so they are aware of how to comply with their obligations?
- How can ECRA AC and ESA partner on this issue?

Comments:

Members discussed:

- The need to better confirm employment, such as auditing T4 slips;
- The role of continuing education requirements for master electricians, and the new master electrician competency profile and expanded master electrician exam questions, to enhance awareness of requirements;
- The implementation of a penalty on multiple infractions and require additional education for those infringing;
  - The role of administrative monetary penalties;
  - Fines for homeowners who hire unlicensed workers;
- The production of a video regarding DME responsibilities as a joint venture between ESA and ECRA;

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<b>AGENDA ITEM</b>	New Business
<b>PRESENTER</b>	Chair

- The Chair raised the issue of property managers being able to designate competency and stated that property managers need more responsibility.
  - Manager, Government and Stakeholder Relations stated that the issue was raised at CoAC and as result of discussion regarding the information on ESA website, the content will be updated and will be ready to share at the next ECRA meeting.

***Action item: Updated information regarding property managers to be presented at the next ECRA meeting.***

- Licensing Manager provided an update on current Regulatory Compliance Program (RCP) pilots:
  - the Low Notification Pilot, which is designed to determine and contact LECs with low notification numbers over the past five years in order to increase compliance
  - the Former LEC Pilot, which reviews all licence holders that have been closed, suspended or expired recently to see if the individuals still have an online presence indicating they are still doing electrical work without a valid license.
- Licensing Manager asked members for suggestions regarding topics for the 2022 Licence Holder Meeting.
  - Chair suggested inviting the Ministry of Labour and Skilled Trades Ontario; suggested that the Code information portion could be a separate webinar.

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<b>MOTION</b>	To adjourn meeting.
<b>MOTIONED SECONDED</b>	Leo Grellette Stephen Green

*Motion carried*

**ADJOURNMENT: 11:25 am**

**End of ECRA AC meeting**

***If there are any discrepancies to these minutes, please report them by email to the Chair or Claire Loucks.***

Next Meeting: September 27, 2022

Location: Zoom Videoconferencing