

February 8, 2024

9:00 a.m. to 12:30p.m.

Meeting held virtually

COUNCIL MEMBERS PRESENT	ESA EMPLOYEES PRESENT
Cameron Hann, OEL, Chair	Raymond Chan
Larry Allison, CAC	Declan Doyle
Vince De Gasperis, Utility Contractors Association	Scott Eason
Steve Del Guidice, OEL	Shana Hole
Leo Grellette, ESA	Alexander Janack
Joe Kurpe, ECAO	Soussanna Karas
Cathy Taylor, Community at Large	Sarah Kempel
	Claire Loucks
	Mohammed Ali Marfatia
GUESTS	REGRETS
Doug McGinley, MEC Chair	Larry Shaver, ECAO, Vice Chair
Laura Campbell, MPBSD	Kelly Casey, ESA
Morella Aguirre, MRTR	
Amanda Baloukas, MRTR	
Tom Kaszas, MRTR	

AGENDA ITEM	Call to Order Notice and Quorum No conflicts were declared with the Agenda
PRESENTER	Chair

WELCOME AND INTRODUCTIONS

MOTION	The motion to accept the minutes of the November 16, 2023 meeting.
MOTIONED	Larry Allison
SECONDED	Cathy Taylor
Motion carried	

Review of Open Action Items:

- ESA to continue to provide updates to ECRA AC on steps taken to improve safety of those with high defect ratio: *Ongoing*
 - ESA is tracking top ten high defect contractors and is working internally to create a plan to work these contractors, educate them about their defects and create a plan to address them.
- ESA to review the issues of subcontracting as part of growing underground economy and look into ways to track and address these issues in a better way via RBO or other tools: *Ongoing*

- ESA is conducting ongoing work to provide clarification of requirements and definitions. Look out for the PluggedIn article on what is considered to be “actively employed” vs subcontracted
- Members to provide ongoing feedback to ESA on remote inspections: *Ongoing*

Action item: ESA to provide an update on high defect ratios at the next in person meeting.

Action item: ESA to provide update on number of app users and definition of the term “remote”.

AGENDA ITEM	Burden Reduction Initiatives
PRESENTER	Ministry of Red Tape Reduction

Guests from the Ministry of Red Tape Reduction (MRTR) discussed the Ministry’s role in regulating the regulator, in conjunction with partner ministries, to reduce regulatory burden and cost to business and individuals.

AGENDA ITEM	ME Competency Profile Resources Project
PRESENTER	Director of Licensing and Training; Project Coordinator

Soussanna Karas (Director of Licensing and Training) and Sarah Kempel (Project Coordinator) provided an update on the resources available to support the ME competency profile and the survey circulated for input and the provision of resources.

Comments:

- Chair suggested that future surveys be run through ECRA AC in advance for input.
- The provision of hard copies of the DME Guidelines available and how to access up to date versions in PDF format from the ESA website.

Action item: ESA to provide a specific survey link for ECRA AC members to use.

AGENDA ITEM	Licensing Technological Platform
PRESENTER	Project Specialist

Scott Eason (Project Specialist) discussed ESA’s plans to develop and enhance its digital functionalities using a new licensing platform, for both the licensed community and consumers.

Action item: ESA to circulate presentation to members - Completed.

AGENDA ITEM	Burden Reduction Amendments to Licensing Regulation
PRESENTER	Director of Licensing and Training; Manager, Stakeholder and Government Relations

Soussanna Karas (Director of Licensing and Training) discussed ESA’s proposal to amend Ontario Regulation 570/05 made under the *Electricity Act*:

- Remove the requirement for physical ME license cards and issue digital licenses instead;
- Remove the requirement that renewals be sent to ESA 30 days prior to expiration and renewals fourteen days after expiration. Licensees are now required to renew their licenses prior to expiration;
- Clarify Director's authority to request information from a license holder to confirm compliance.

Raymond Chan (Manager, Stakeholder and Government Relations) stated that ESA expects these amendments to be posted to the government's Regulatory Registry at the beginning of March, with a proposed effective date of July 1, 2024.

Action item: ESA to circulate a link to the Regulatory Registry when it is posted.

Action item: ESA to consider notifying DME's when an EC license is no longer valid.

AGENDA ITEM	ECRA AC Work Plan Review
PRESENTER	Stakeholder Advisor

Claire Loucks (Stakeholder Advisor) presented the 2024 ECRA AC work plan and asked members for their input on strategic items to be addressed.

Comments:

- Invite Chairs to attend other council meetings on a regular basis;
- Invite CEO and Board member to attend an ECRA AC meeting;
- Include time for raising unforeseen or emergent issues.

Action item: ESA to circulate revised work plan for member review.

AGENDA ITEM	MEC Chair Update
PRESENTER	Doug McGinley

Doug McGinley (MEC Chair) provided an update on MEC activities, including quarterly updates on ME exams stats; exam transfers; and the need to update MEC member term lengths in the Terms of Reference to align with ECRA AC term lengths.

Action item: ESA to circulate revised Terms of Reference for member review.

Action item: MEC Chair to provide an update on annual stats at the next meeting.

AGENDA ITEM	Roundtable Discussion
PRESENTER	ECRA AC Members

Members discussed:

- The Chair thanked ESA team for the recent improvement to have credit limits displayed for LECs on their account;
- The need to push continuing education forward;

Minutes of the ECRA Advisory Council Meeting

- An ask for an OESR presentation on electrical safety and fatalities at ECRA AC;
- OEL's request for more information on Board activities and share it with the other councils;
- Chair's presentation to the Regulatory Affairs Committee and the development of a letter in support of continuing education; will share with the members in advance of sending.

Action item: ECRA Chair to provide an update on his attendance and report to the RAC of the Board.

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AGENDA ITEM	<i>IN CAMERA DISCUSSION: UPDATE ON ME EXAM</i>
PRESENTER	Manager, Licensing
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AGENDA ITEM	<i>IN CAMERA DISCUSSION: FINANCIAL DISCLOSURE FOLLOW UP AND FEE INCREASE</i>
PRESENTER	Director of Finance
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MOTION	To adjourn meeting.
MOTIONED	Joe Kurpe
SECONDED	Vince De Gasperis
<i>Motion carried</i>	

ADJOURNMENT: 12:30 p.m.

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: May 9, 2024

Location: Virtual via Zoom