

# REGISTRAR'S REPORT TO COUNCIL

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## 1. GENERAL

The statistical data on the membership, as of June 30, 2008, is shown on the attached spreadsheets. The good news is that the total membership numbers are continuing to grow at a healthy net rate of approximately 4%; Technologist/Technician categories at 3.9% and Technical Specialists at 4.5%. Our AScT and CTech numbers continue to be at an all time high with most other categories remaining constant. The exception is that there has been a turnaround in our student numbers and we are up 62% from this same time period last year. Requests for applications, applications received and reclassification applications are also up significantly. As of June 30th, the total membership, including all Technologist / Technician categories and technical specialist groups, is **9, 351**.

On the matter of member retention, resignation rates (251) remain consistent with last year. Technologist/Technician categories of unpaid member dues (500 at August 27, 2008) are significantly lower than the total members cancelled for non-payment dues in 2007. A cancellation for non-payment of dues is not scheduled until November, so there is every expectation that the numbers of unpaid members will continue to drop until that time. The number of technical specialists that are outstanding is up about 14% for the same period last year. The increase is due primarily to the Building Design Group. (43 as compared to 12 in 2007). It should be noted that the technical specialists were just receiving their third dues reminder notice at the time of writing this report and the potential affect of this notice is not reflected in this statistic.

### Agreement on Internal Trade (AIT)

One of the challenges for all professional regulatory bodies is to meet government expectations for full national labour mobility by April of 2009. This is further complicated by the TILMA Agreement with Alberta. In British Columbia compliance to the AIT and TILMA is under the jurisdiction of the Ministry of Technology, Trade and Economic Development. ASTTBC has been audited in the past for compliance to the AIT and TILMA and recently responded to a questionnaire sent to all regulatory authorities. We are in constant contact with the Ministry and are generally found to be compliant with the AIT. The Ministry does want to meet with ASTTBC and ASET to discuss our recent MOU and may be looking for some changes to be made to that document.

What does AIT mean for ASTTBC? For Technologist and Technician transfers from and to other provinces, not much will change as we generally have an AIT compliant transfer agreement with our sister CMs across the country and the process for applicants has been greatly simplified. The main impact and difficulty will be with our technical specialists groups. The AIT requires that any individual who is licensed or registered by a statutory authority in Canada must be accepted for registration and licensing by the appropriate regulatory body in the province to which they are transferring.

Many of our Technical Specialists groups have no statutory equivalence in the other provinces, while those disciplines that do, may have different competency standards. This is problematic in regards to our mandate to protect the public interest from a health and safety perspective. An example would be onsite practitioners who transfer in from say Alberta or Nova Scotia where they were government licensed. We would be required to automatically grant them registration as ROWPs without an individual Board assessment. Resources have not permitted research into the complete differences of competencies with these other jurisdictions regarding onsite practice; however, we do know that the legislation in BC requires a competence in maintenance as well as planning and installation and the other jurisdictions do not address this aspect.

To ensure provincial standards are not lowered as a result of the AIT requirement, regulatory authorities are required to determine the equivalency in other jurisdictions and set 'legitimate objectives' if the competency standards are not being met. The 'legitimate objectives' must be proven and accepted nationally. Due to the unknowns and resources required to research all the possibilities, the total impact on ASTTBC can not be determined at this point for individuals transferring in and requesting certification in one of our Technical Specialist Groups. ASTTBC is not required to accept, without individualized assessment, any individuals who are not recognized by a statutory authority in another jurisdiction.

## **2. PROFESSIONALISM**

### **Governance**

#### **Regulation 4.7**

Regulation Section 4.7 ('Practice Review Board & Discipline Committee') was in need of a complete overhaul to better link current policy with Regulation requirements. The problem is that the current Regulation lacked clarity with respect to the Practice Review Board current policy and process. The reality is not whether the PRB is making the right decisions; the issue is whether those decisions could be challenged as a result of not following the required Regulatory due process. It therefore becomes necessary to ensure that the actions of the PRB are supported by powers defined within the Act and Regulations.

The review of the Regulations was started late last spring between the PRB and Legal Counsel, along with other interested parties within ASTTBC. The result of this review is a completely rewritten 4.7 Section of the Regulation that brings in sync the Regulation with policy processes. The Regulation revision for Section 4.7 is being presented to Council as a separate report for approval. Approval of the proposed Regulation change for Section 4.7 will ensure that the efficient and effective enforcement tools and procedures developed by policy, through experience, will remain valid and not subject to challenge on a point of procedure to a higher court.

### **E&O / CGL Insurance Plan**

ASTTBC has now entered into an 'Expectations Agreement' with Willis Canada, our E&O/CGL insurance broker. The major salient points of the agreement are as follows:

#### **The goals are to:**

1. Provide the 'best in class' E&O/CGL program in terms of features, cost and customer service for all ASTTBC certified registrant members.
2. Ensure that no category of ASTTBC certified registrant members are discriminated against in terms of coverage or cost, unless such discrimination is driven by market forces and has been advised to and accepted by the ASTTBC.
3. Increase the participation in the E&O/CGL program by ASTTBC '**certified**' registrant members.
4. Educate all E&O/CGL ASTTBC Policy holders on the limitations, constraints and coverage limits of the Insurance Plan.
5. Assist all ASTTBC members (not just policy holders) with risk management strategies that will minimize exposure to risk, which includes an understanding of the importance of adequate liability coverage.
6. Enhance linkages and co-management between the broker, underwriter and ASTTBC.

### Expectations Include:

1. ASTTBC will build a long term relationship with Willis Canada provided the long term goals indicated above are generally achieved.
2. Willis Canada will continue to investigate and advise on other E&O underwriting options, including but not limited to other carriers and/or self-insurance.
3. ASTTBC and Willis Canada will take the effort necessary of reaching a target goal to double the number of ASTTBC policy holders within the next 3 years.
4. Willis Canada, with support from the carrier will assist ASTTBC in putting on a minimum of two risk management or other relevant information sessions for ASTTBC registrants per year, with at least one of these being outside the lower mainland.
5. Marketing and profile...
  - Willis Canada will support at least three information/marketing inserts per year with ASTT News.
  - Willis Canada and the carrier will assist ASTTBC with two risk management articles per year that identify program benefits, claims examples, best practices guidelines, etc. for ASTT e-News or ASTT News.
  - Willis Canada will provide a Frequently Asked Questions page for the ASTTBC web site with a link to the broker site.
  - Willis Canada will be a sponsor at ASTTBC events such as the AGM, Awards & Recognition Celebration, and various Institute events.

In addition, ASTTBC will be exploring with Willis Canada the merits of a self-funded liability insurance plan that could cover all members.

### **Risk Management**

It is anticipated that there will be 2-3 Risk Management seminars offered to the ASTT membership in fall 2008. Staff is also exploring the option of offering CPD sessions this fall and upcoming winter. The risk management program will continue to develop and it is anticipated that a variety of sessions will be presented in the first quarter 2009.

### **3. REGISTRATION INFORMATION**

Implementation of the National Technology Benchmarks (NTB) for certification and registration continues to be a priority. The good news is that the General (previously called Generic) and Discipline Outcomes, with accompanying Indicators of Performance, have now been developed and in place for Technologist level programs accredited by CTAB. The Technician Outcomes and Indicators are for the most part developed. Unfortunately CCTT's development was concentrated on the accreditation functionality and not Constituent Member certification implementation requirements. At the last meeting of the Council of Registrars (COR) in Toronto in early June, it was agreed that much more work had to be completed on the NTB before it could serve as a functional certification and registration tool by the CMs. It was also agreed that use of the NTB for certification would have to be developed within the resources of COR.

ASTTBC was assigned the task of reviewing the General and Electrical Discipline NTB standards for recommendations, as to development of the implementation process. An internal decision was also made to include the Geomatics Discipline in this review as well. Different disciplines are being reviewed by other COR members so that the major disciplines could be ready for implementation by the time of the CCTT National Meeting in Vancouver in October. The NTB will not likely be fully implemented by the CMs for certification purposes until next spring at the earliest.

It is expected that the volunteer NTB implementation review teams for Electrical and Geomatics will have their preliminary reports ready by mid-September. We are working very closely with ASET to coordinate our approaches for NTB implementation and this will ensure future compliance to TILMA. This task is less daunting due to the fact that ASET has already adopted much of ASTTBC's current certification and registration policies.

It should be noted that the potential of the NTB, in addition to assessing academics, is yet to be also realized as a tool for assessing experiential learning. As part of our implementation review, we are assessing this aspect of the NTB to see how we can adapt the outcomes and indicators as a tool for measuring competency assessments for all factors influencing an individual's certification. An expected outcome of this process will be improved reporting by the Board of Examiners to applicants about any attributes which may have affected their level of certification and registration.

## **CCTT/CTAB**

Please note the attached update newsletter 'The Standard' from CCTT for your information.

ASTTBC's Registrations Staff attended a presentation by CTAB to the instructors at BCIT on the NTB requirements for Accreditation. This meeting was hosted by BCIT and included approximately 50 instructors from the Engineering Programs.

### Update to the International Qualifications Data Base (IQDB)

There were twenty-three programs received from India and New Zealand educational institutions, eighteen of those programs have been entered to the IQDB and five are on a way. In addition, nine new educational programs have been received from an educational agency in the Philippines. As with all programs received from schools directly, all these programs are not rated, but do contain course outlines. This brought the total number of programs in the IQDB to 5,124.

In addition, 36 programs from Bulgarian educational institutions were uploaded into the IQDB along with new synopses on the educational system of Bulgaria. Those programs are rated but do not include course outlines. CTTAM also sent in a program to the IQDB from an Indian educational institution. The program was rated by CTTAM but does not contain course outlines.

An online presentation of the IQDB was provided to the Deputy Minister of Alberta, at the Deputy's request. CTAB reports that the presentation went well and the Deputy was impressed with the information accumulated in the IQDB.

## **4. BOARD REPORTS**

### **Board of Examiners**

#### RTMgr

The Registered Technology Manager registration program is expected to begin in early 2009. A draft policy has been completed and will be submitted for Council approval once it has had a full internal review. There has been good interest generated through fairly low-key marketing to the membership for this certification and it is anticipated that marketing of the registration will begin as soon as we enter 2009.

### **Practice Review Board**

As you will see from the Summary Chart below, should 2008 complaint cases continue at the current pace, we will have one of the busiest years for the number of complaint cases.

**PRB INVESTIGATION & DISCIPLINE SUMMARY**  
AS OF DECEMBER 8, 2008

<b>COMPLAINTS STATISTICS</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>	<b>2003</b>	<b>2002</b>
<b>Technologist/Technician complaints</b>							
Unauthorized use of ASCT, CTech, CET; Certified Technician etc.	4	1	2	3	8	1	4
Ethics/logo/procedural etc.	1		2		3	1	
Inquiry – no action			1				
<b>Special Certification Complaints</b>							
Property Insp. Title/logo	2	6	5	12	5	2	4
Property Insp. Ethics/other	2	5	2	2	3	2	2
Fire Prot. Title/logo		2			2		
Fire Prot. Ethics/other	3	9	15	7	10	12	5
Timber Cruiser Title/logo			1				
Timber Cruiser Ethics/other				2	1		
Onsite Waste. Title/logo			1	1			
Onsite Waste. Ethics/other	20	18	18				
All other Spec. Cert .groups – Title/logo	5	1					
All other Spec. Cert. groups - Ethics/other			2				
<b>FILES CLOSED TO-DATE</b>	<b>37</b>	<b>42</b>	<b>49</b>	<b>27</b>	<b>32</b>	<b>18</b>	<b>15</b>

Note: Statistics for current year are year-to-date; other years are to year-end.

<b>COMPLAINT OUTCOME</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>	<b>2003</b>	<b>2002</b>
Cease & Desist - ethics/logo/titles – complied	9	11	11	15	15	3	8
Ethics Complaint - censure applied	14	12	11	4	5	6	4
Ethics Complaint - no breach of code found	11	14	9	7	11	9	3
Ethics Complaint withdrawn		1	2	1	1		
Title/logo inquiry – no action taken by PRB	1	1	16				
Complaint in abeyance (membership cancelled)	2	3					
<b>TOTAL COMPLAINTS</b>	<b>37</b>	<b>42</b>	<b>49</b>	<b>27</b>	<b>32</b>	<b>18</b>	<b>15</b>
<b>TYPE OF ACTION INVOLVED</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>	<b>2003</b>	<b>2002</b>
Disciplinary Hearing held		1		1		5	
Special Investigative Meeting held			2				2
Stipulated Order accepted	1	1	9				
Stipulated Order rejected			1				
Appeal to PRB upheld						1	
Appeal to PRB denied							
Appeal to ASTTBC Council upheld		1		1			
Appeal to ASTTBC Council denied				1			
Title/Logo/Stamp/Inquiry – no action by PRB		2	3				

Note: 'Type of Action' - included in totals of 'Complaint Outcomes'

<b>COMPLAINTS IN PROGRESS</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>	<b>2003</b>	<b>2002</b>
Ethics Investigation in progress	13	16	13	13			
Cease & Desist order in progress (all)	2	4	3	2			
Ethics or Title/Logo/Stamp; Inquiry/Misc.	2						

Note: Investigation in progress files are not included in totals

The greatest number of complaint cases involves our Registered Onsite Wastewater Practitioners and additional individuals with this expertise are likely to be added to the Board to assist with the investigations workload.

## **SPECIAL CERTIFICATIONS UPDATE**

### **Construction Safety**

In July the Panel completed a Strategic Plan for the CSO Program, setting objectives for short and long term projects. On 15-16 November 2008, ASTTBC will again be a major sponsor / participant in the 2008 Construction Safety Symposium. Jim Hopkins, a new Panel member and Safety Coordinator for SkyTrain, is the Conference Chair this year. Our membership continues to remain steady but the Panel is hopeful that the new initiatives will, over time, clearly demonstrate the benefits of membership.

### **Fire Protection**

The fire protection registration program has increased the list of municipalities requiring certification/registration of practitioners by two in the last four months – Pitt Meadows and Coquitlam. This brings the total municipalities requiring ASTTBC certification/registration (through bylaw enforcement) to 13. The Fire Protection Certification Board is working on the last phase of the Fire Alarm Verification Policy implementation that was approved by Council earlier this year. The challenge examinations required for this discipline are expected to be completed very shortly. The Board is also reviewing and establishing methods to accomplish the requirements of the strategic plan, as well as, starting a review on how to achieve an auditing program for the fire technicians.

### **House and Property Inspection**

As Registrations moves forward to full implementation of the new Property Inspection Certification & Registration Policy, it becomes necessary to ensure that the BCIPi Standards of Inspection (SOI) meet the needs of applicants, members and the Inspection Assessor requirements. A missing component from the current SOI is multi-family/strata dwellings. A BCIPi working task force has come up with a recommended revised SOI which has the support of a majority of the BCIPi Board members. This document was reviewed by the Practice Review Board and, although there is some BCIPi member opposition as to the document's contents and completeness, the PRB decided that the current need for a revision to this document outweighed the expressed concerns. The PRB is therefore recommending that Council approve this document and a separate Report will be made to Council in this regard.

It is recognized that the SOI is intended to be a dynamic document with regular revisions and all current concerns are being addressed by the BCIPi Board for a future revision. The PRB has stated that the revised SOI being proposed is clearly an improvement to the standards that are currently in use.

### **Onsite Wastewater**

#### **Onsite Wastewater Registration Program**

The new OWRP brochures (attached) were completed and distributed in July to all ASTTBC ROWP practitioners, Health Authorities, various Real Estate Boards, UBCM regional directors, Building Officials Association of BC, and various other stakeholders throughout the province. Most recently, there have been several requests by a number of municipalities to provide them with additional copies. We estimate approximately 600 additional brochures have been distributed.

ASTTBC staff is continuing to dedicate significant resources to front line services (calls/emails) to interested applicants, various Health Authorities (including Public Health Inspectors) and public enquiries. To further enhance the operations of the Onsite Program, Ron Hein, ROWP was installed at the start of September as the Manager, Onsite Wastewater Registration. Ron will also serve as the first alternate to Jason Jung, ASCT for representation (when needed) at the Sewerage Systems Leadership Council (SSLC). With Ron's previous background on the OWR Board and his involvement with the British Columbia OnSite Sewage Association (BCOSSA) and the Westcoast Onsite Wastewater Training Centre (WOWTC), the transition of responsibilities over to Ron is progressing smoothly.

In related activities impacting on the program, BCOSSA has indicated that their training for Professional Level (type 3) courses are nearing ready-state for delivery and the targeted availability date is this fall. APEGBC is developing guidelines for technical requirements and competencies for PEngs' and EngLs' which will also include and address "direct" supervision with a guide for proactive instruction. The guidelines are intended and can be used for more effective enforcement by APEGBC. ASTTBC and BCOSSA are generally supportive of this work and we may wish to adopt portions or develop our own guidelines for like purposes. In a recent meeting ASTTBC, BCOSSA and APEGBC expressed a common interest to work collaboratively.

A proposal to the Ministry of Economic Development to evaluate and compare onsite wastewater certification requirements between British Columbia and Alberta was successful. The value of the contract is \$35,000 with the final project parameters still under negotiation, including the timeline. This project is anticipated to be complete by the beginning of December.

### SSLC

The Onsite Wastewater portfolio now resides under the Ministry of Healthy Living and Sport and the new Minister is the Hon. Mary Polak. The SSLC's scope of work will remain focused on matters of onsite wastewater. However, there are plans to include more exposure to watershed issues on a 'whole' to include matters pertaining to small water systems and watershed management as it pertains to onsite wastewater. The new Ministry continues to explore possibilities of an enforcement model to address illegal systems installation. Changes to the Sewerage System Regulation (revisions) are unlikely to occur in 2009 (as anticipated) due to shuffling of ministries and the impending May election. However, work by the SSLC is continuing and recommendations will be provided to ministry staff regardless, to ensure advisory documentation is in place and ready when needed.