

REGISTRAR'S REPORT TO COUNCIL

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1. GENERAL

The membership statistical data for the period January 1, 2011 to March 31, 2011 is provided on attached spreadsheets. The statistical data is compared to the same period for this time last year and a net overall growth to the membership, for all AScT/CTech Disciplines (1.6%) and for Technical Specialist categories (4.1%). This growth is slightly better than last year during this same time period and within the expected ranges when compared to previous years. One area that the Association needs to pay attention to is the increase in resignations. Analysis would show that the slight increase from last year is due to members not wishing to continue membership with 'Retired' member status. This Association's changing demographics, as we enter into a period when the baby boomers are starting to retire, suggest that retiring members numbers will only increase in the future. Council may wish to consider measures that would help to encourage retiring members to retain ASTTBC membership in the 'Retired' category. It should also be noted that Technical Specialist memberships do not currently have a 'Retired' category and this should also be considered. A positive indicator for future membership growth is the number of student members (1250), which continues to be at all time highs.

All categories of our Technical Specialist membership numbers continue to grow, with the exception being Building Design. This is no doubt due to the confusion in the industry created by the competing Associate Building Designer program of AIBC. The strongest growth numbers are in our Fire Protection Program (4.9%) for this period.

As of March 31, 2011 the total number of registrants in all disciplines, including Technologist / Technician membership categories and Technical Specialist groups, is **10,196**.

The Professional Regulation Enhancement Program 2012 (PREP2012) Plan proposed initiatives continue to move forward:

- National Technology Benchmark (NTB) Standards Implementation
More and more applicants who are challenged with respect to formal academic credentials are being referred to the Technology Registrations Canada (TRC) Website to complete the self-assessment process as part of their application to ASTTBC. A revamping of the current Phase I (TRC) Website is currently underway as a result of HRSDC funding. This new initiative, Phase II, will result in a fully e-based self-assessment, application and application management system and is well underway. The updated TRC Phase II site will be functional by mid-June with full completion scheduled for September 15th. A presentation will be made to the Council of Registrars at their June 13th meeting in Toronto. In addition, a full detailed introduction of the TRC application process is planned for the Board of Examiners and its File Reviewers on June 27th, with staff and Board in-house training to take place this fall; resulting in full implementation of the TRC application process once training is completed.
- Technology Credential Assessment & Continuing Education Course Database
While the Continuing Education Technology Course Database was completed some time ago, efforts to market the site's benefits and convince training agencies to populate the site has been slowed due to the priorities related to our TRC Phase II and PP&E activities.

- Professional Practice and Ethics Examinations (PP&E)
As part of the TRC Phase II development work, a PP&E online module will also be incorporated into the site. A basic web-based model for PP&E has been developed and an on-line PP&E manual draft is complete, but requires final integration into an on-line function. ASTTBC continues to work with ASET and other Associations on this initiative to try to harmonize PP&E across the country.
- Expansion of consumer protection and public responsibility by members through the ASTTBC E&O/CGL professional liability insurance
Last Spring ASTTBC returned to ENCON as our liability plan carrier after having been with another carrier for a couple of years and this move kept member's policy premiums at one of the lowest in the country when compared to other professional associations. While the May 1st policy renewal time can be hectic, all members who completed an application form have had their renewal documents posted to them in a timely manor.

The broker (Willis) noted that approximately 40% of members renewing policies might now in fact be practicing in areas for which ASTTBC did not certify them. The broker and ASTTBC will connect with these members to verify their area of practice and ensure that they understand the coverage provided only extends for works and services within their scope of certification. If in doubt as to whether a member has the appropriate coverage, they should contact the Registrar or Willis for clarification. In addition, Willis, through ENCON, has come up with insurance options under the ASTTBC plan that may better suit member's situations than with just the E&O liability Insurance. Changes with CGL and Contractor's insurance give new advantages in coverage not available before. Members should connect with Willis to ensure that they are taking best advantage of the available options. ASTTBC and Willis will be meeting in June to discuss marketing to members for these various options.

- Professional Assessment Program (PAP)
The PAP has been entrenched within the Regulations (Section 4.7.c.i) and this process has been quite successful with our Onsite Wastewater Technical Specialist Group in improving practitioner practice. It has also become an effective tool utilized by the Practice Review Board in complaint cases. ASTTBC staff and Boards continue to explore how the principles of PAP can be extended into all areas of member registration within the Association.

Pan-Canadian Framework for the Assessment and Recognition of Foreign Qualifications

In March the Registrar attended a Foreign Credential Workshop supported by the BC Government. It is clear that ASTTBC continues to be compliant to the TILMA/AIT requirements, as well as to the Pan-Canadian Framework for the Assessment and Recognition of Foreign Qualifications. Our 'Provisional' category of membership for Internationally Trained Professional (ITPs) continues to be leading edge (only ASTTBC has such a program in Canada for techs) and currently ASTTBC has 78 members registered as AScT or CTech (Provisional).

RTMgr

ASTTBC currently has 16 members who were granted the RTMgr certification and other applications are pending. The Certification Board and staff are working to revamp the RTMgr Certification Policy. This should be completed by this spring. ASTTBC is also looking for additional volunteers to serve on the RTMgr Certification Board.

PTech

ASTTBC and APEGBC's Joint Task Force on the implementation of the PTech certification/registration has now completed its works and provided its report to both Councils. More detailed information on this

will be found in the Executive Director's Report Information. It should be noted that ASET is now registering PTech members in Alberta.

Silo Competency Recognition (limited but highly specialized competencies)

This initiative has not been forgotten and it is hoped that the Registrar can provide Council with a proposal this fall for the possible recognition of individuals with competencies within narrow scopes of practice at the Technician or Technologist level.

2. PROFESSIONALISM

Accreditation Board

The Accreditation Board 'Terms of Reference' (ToR) will shortly be presented to Council for adoption. The ToR is also being harmonized with ASET and once approved, staff will then search out for appropriate volunteers to recommend to Council for approval to sit as members of the Board. Notice from Lay Public Representatives and members wishing to volunteer for the Accreditation Board are most welcomed; please connect with the Registrar for further information.

Council has approved The Canadian Technology Accreditation Board (CTAB) as the agency tasked with completing national accreditation in British Columbia. However, Technology Professionals Canada (TPC) has contracted with the Canadian Standards Association (CSA) to conduct a third party independent study of present Canadian accreditation practices compared with identified best practices and relevant standards. A stakeholder engagement forum, related to the National Accreditation System for Education Programs for Applied Science and Engineering Technicians and Technologists, has been arranged to take place in Richmond on June 15th.... Other meetings are also scheduled to take place with stakeholders across Canada.

Council of Registrars (COR)

The ASTTBC Registrar continues as the Chair of COR, which remains as the sole vehicle for dialog between all provinces regarding certification, registration, accreditation and transportability matters. The next COR meeting is scheduled for June 13th and 14th in Toronto. The Registrar will also use this opportunity to attend the OACETT AGM being held the weekend before. COR is working very closely with the National Technology Benchmarks Committee (NTBC) for reviewing and creating amendments to the National Technology Benchmark (NTB) outcome competency standards. Working with NTBC, COR has now set its priorities for review prior to the new NTB release on January 1, 2012.

4. BOARD REPORTS

Board of Examiners

Staff is gearing up for full implementation of NTBs and the application process through the TRC Phase II self-assessment website. As part of our preparations, training for the Board of Examiners on this new process will take place in the fall, but introduction of the site and detailed functionality information will be provided to the Board and all File Reviewers on June 20th and June 27th.... Some applicants, who would be better served by going through the NTB – TRC process, are already being directed to use the self-assessment process of the TRC in the submission of their application. The outcome based competency approach under the NTB will mean a philosophical shift for the Board, moving it from assessing credentials of applicants to one of auditing evidence to ensure the required competencies have been met.

Practice Review Board (PRB)

As you will see from the Summary Chart below, 2011 complaints continue to come in at a rate (approx. two per week) consistent with last year's record number of complaints handled by the Practice Review Board (PRB).

PRB INVESTIGATION & DISCIPLINE SUMMARY MAY 12, 2011

COMPLAINTS STATISTICS	2011	2010	2009	2008	2007	2006	2005	2004	2003
Technologist/Technician complaints									
Unauthorized use of ASCT, CTech, CET; Certified Technician etc.	1	6	6	7	1	2	3	8	1
Ethics/logo/procedural etc.	2	3	1	1		2		3	1
Inquiry – no action						1			
Special Certification Complaints									
Property Insp. Title/logo		2	11	2	6	5	12	5	2
Property Insp. Ethics/other	3	16	11	2	5	2	2	3	2
Fire Prot. Title/logo			1		2			2	
Fire Prot. Ethics/other		23	8	3	9	15	7	10	12
Onsite Waste. Title/logo						1	1		
Onsite Waste. Ethics/other	8	49	51	22	18	18			
All other Spec. Cert .groups – Title/logo			1	7	1				
All other Spec. Cert. groups - Ethics/other	2	1		1		2			
FILES CLOSED TO-DATE	16	100	90	45	42	49	27	32	18

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

COMPLAINT OUTCOMES	2011	2010	2009	2008	2007	2006	2005	2004	2003
Cease & Desist - ethics/logo/titles – complied	2	12	22	15	11	11	15	15	3
Ethics Complaint - censure applied	1	39	55	14	12	11	4	5	6
Ethics Complaint - no breach of code found	8	29	9	13	14	9	7	11	9
Ethics Complaint withdrawn					1	2	1	1	
Title/logo inquiry – no action taken by PRB		1		1	1	16			
Membership cancelled or resigned**	5	14	3	2	3				
TOTAL COMPLAINTS	16	95**	89**	45	42	49	27	32	18
TYPE OF ACTION INVOLVED		2010	2009	2008	2007	2006	2005	2004	2003
Disciplinary Hearing held					1		1		5
Special Investigative Meeting held						2			
Stipulated Order accepted		1	4	4	1	9			
Stipulated Order rejected				1		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'

COMPLAINTS IN PROGRESS	2011	2010	2009	2008	2007	2006	2005	2004	2003
Ethics Investigation in progress	50	36	42	29	16	13	13		
Cease & Desist order in progress (all – incl. ethics/title/logo/stamp/misc. inquiry)	1	2	1	6	4	3	2		

**Complaint Statistics and Complaint Outcomes may not necessarily balance due to a member having more than one complaint against them at the time their membership is cancelled or resigned. Cancelled/resigned members' complaints do not appear as part of 'censure applied' as the censure has not been completed at the time of cancellation/resignation. A member may be cancelled/resigned as part of censure by the PRB; or for non-payment of annual dues in which case, if there

is a PRB complaint against the member, the PRB will close the file and flag the database indicating that prior to reinstatement, PRB conditions must be satisfactorily completed.

The majority of complaint cases still involve our technical specialist groups, but we have experienced an increase in ASCT members complaints as well, having received three since the start of the year, with typically only one or two in for a full year as being normal. I expect that we will also be experiencing more complaint files going to Discipline Hearing, as some members choose to challenge the PRB recommended censure conditions. This is an extremely expensive process for all stakeholders and slows down the process to achieving a resolve to the complaint. One major Discipline Hearing, that has been ongoing since 2009, is scheduled for the end of June and will likely be at least a full two-day trial.

This ongoing focus on enforcement is an indication of how much importance government and the public expect from the mandate given to professional associations. As we become more effective and expedient at handling practice review and enforcement, the public becomes more comfortable with our ability to carry out the responsibility and role assigned to ASTTBC under the ASTT Act. We are victims of our own success....

SPECIAL CERTIFICATIONS UPDATE

Construction Safety

The Certification Panel recently had two members resign and Council approved replacements are expected shortly. As of May 3, 2011 membership stands at 176 plus 22 applications in process.

Fire Protection

The Manager, Fire Protection Registrations recently attended a Fire Protection Officers Association of BC (FPOABC) workshop as a vendor and attendee. In addition he has started a dialogue with the FPOABC Executive to support the resolution that the Fire Chiefs Association of BC (FCABC) passed last year promoting province wide requirements for ASTTBC certification. He will also be attending the FCABC Conference at the end of the month. In addition, he was appointed to the fire safety planning committee with FPOABC, as there has been some discussion/interest by a few fire prevention officers to have the fire safety planners certified.

The Fire Protection Certification Board's (FPCB) work plan for 2011 – 2012 now includes:

- update standardized forms in preparation for the changes in the BC Fire Code
- update the Fire Protection website
- update challenge exams in preparation for the changes in the BC Fire Code
- make presentations to communities requesting information on the Fire Protection Technician program – interest has been shown by Prince George, Kelowna and Creston
- complete the proposal for the Auditing/Assessment Program and plan for its implementation
- update Practice Guidelines to reflect codes changes
- Continue to work towards finalizing certification in Fire Alarm Verification
- update Practice Guidelines for Technicians Tags & Stamp Usage, and a new one for equipment impairment

Other areas that FPCB would like to direct its efforts are:

- establish a series of workshops for the technicians
- update the FPCP web site to reflect the needs of the technicians

- update BCIT FPCP courses (this has not been done since 1998)
- review of the disciplines of registration

House and Property Inspection

PROFESSIONAL STANDARDS & REGULATIONS

- Accreditation of Okanagan College. Assistance and monitoring of online Home Inspection Course that will begin September 6, 2011.
- Continue to work with Douglas College and Ashton towards accreditation.
- BCIT discussion continues with New Management of expansion of courses to include a Building Envelope Course for the Home Inspectors
- Audit of instructors and course changes at BCIT will begin in the fall.

BC INSTITUTE OF PROPERTY INSPECTORS

- Experience equivalency has been submitted as a permanent part of policy.
- Policy fine-tuning of Addendum D will be submitted for approval in the fall.
- Policy request covering the Audit of Mentors / Assessors will be submitted in fall of 2011.

PRACTISE REVIEW

- Mandatory use of engagement contracts and recommended use of BCIPI format has been submitted to Council for approval.
- BCIPI members have not had insurance claims in the past two years, as a result premiums remain the lowest in the home inspection industry.

Onsite Wastewater

Changes to the Onsite Wastewater Registration Policy

Extensive changes have been made to the OWRP policy that include a new Interim Education Assessment Policy, an updated Inspection Guideline for Private Inspectors, streamlining of the policy to better incorporate changes made over the last several years, the addition of practice information gleaned from Practice Review Board cases to reduce ROWP liability, clarifications and updates that make becoming a ROWP easier, and many more improvements. This is a big step forward for the Onsite Wastewater Program and is the largest change made to the policy since it was first written.

Application Package Updates

The OWRP application package was entirely overhauled with the intent of correcting outdated information and making it much easier for the applicant to follow the application process, as well as identify, and supply the necessary information.

File Reviewer Form Updates

Entirely new file reviewer forms were created that corrected outdated information and vastly simplified the file review process for the reviewer while ensuring a very thorough and consistent review of each application. This new form also simplifies the work for ASTTBC staff when preparing a file for the review Board. These forms were tested for the first time at the last OWRB meeting and were found to be highly valuable with only small improvements expected over the coming months. OWRB members are currently compiling their suggestions for this refinement.

Communication

Several presentations have been made over the past three months to home inspection groups and realtors. These presentations serve to promote the use of ROWPs and an understanding of their roles in the home sale and construction industries.

The OWRP continues to provide assistance to the Capital Regional District regarding the implementation of their new onsite wastewater maintenance bylaw. The OWRP provides expert assistance and clarification for the CRD in the areas of maintenance and reporting actions to assist the CRD with expected standards.

Provincial Health Hazard Protocol

The OWRP has been involved with the Provincial Health Hazard Protocol group, which includes representatives from the Health Authorities, APEGBC, and the Provincial Ministry of Health Services. The goal is to arrive at an accepted guideline for the actions of Health Officers, ASTTBC, ROWPs, APEGBC, and Professional Engineers when a health hazard is identified. The latest draft of the protocol appears to be close to finalization. Several positive and productive meetings were held between ASTTBC and APEGBC staff during these discussions.