

## **REGISTRAR'S REPORT TO COUNCIL**

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**January 25, 2018**

Presented to Council for information purposes, this report includes registration data for 2017 and a summary of key events from September to December 2017.

### **Board of Examiners**

In 2017, the Board of Examiners (BoE) approved 675 applications for AScT and CTech of which 506 were for student membership. As of December 31, 2017, the number of AScT and CTech members decreased by 293 or 3.4 percent from the previous year. A review of key indicators for AScT and CTech members reveals that the number of retired members and members over 55 years old have increased steadily over the past six years. Similarly, over the same six years the percentage of female members has increased from 10.9 to 12.9 percent. Additional information on key indicators of ASTTBC membership is provided in Annex 1. A six-year history of membership by discipline or technical specialization is presented in Annex 2.

At the November 2017 meeting, BoE members were informed of an agreement between the Canadian Council of Technicians and Technologists (CCTT) and Technology Accreditation Canada (TAC) to establish one set of standards that would apply to all provincial associations.

The BoE was pleased that such progress has been made regarding the need for one set of standards. The BoE passed the following motion: *That the Board of Examiners absolutely, unequivocally and strongly supports the intention of the agreement; and recommends that the Council also show its appreciation for the undertaking that is commencing by the signing of this agreement.*

### **Technology Accreditation Canada (TAC)**

In November 2017, the Canadian Council of Technicians and Technologists (CCTT) and Technology Accreditation Canada (TAC) signed an agreement to work collaboratively to develop one set of national educational standards for Canada's engineering technology and applied science profession. Over the next 5 years, the standards will be reviewed and refined in cooperation with the Canadian Standards Association Group (CSA). It is hoped that with one common set of standards more institutions will seek accreditation.

The standards are a set of learning outcomes for technicians and technologists. Accrediting and certifying bodies, educational institutions, industry and government use the standards for program accreditation, certification of engineering technology and applied science professionals and curriculum development. The basis for the new set of standards will be the National Technology Benchmarks (NTB) and the Canadian Technology Accreditation Criteria (CTAC) used by CCTT and TAC respectively. The agreement included a possible name change for these standards.

### **Practice Review Board (PRB)**

In 2017, ASTTBC received 26 complaints of which 6 involved AScT or CTech (3 of the 6 held dual designation as Technical Specialist) and 20 for various technical specialists. By year-end, the PRB had processed and closed 34 complaint cases while 16 continue in progress. Data comparing PRB activity from 2012 to 2017 is provided in Annex 3. Summary descriptions and results of complaint cases are published on the ASTTBC website at <https://asttbc.org/practice/complaints/findings/>

### **Accreditation Board (AB)**

The Accreditation Board completed the accreditation audit of Construction Safety Officer training programs offered by three training providers (BCIT, Care Institute and ER Plus). Accreditation of two Onsite Wastewater training programs offered by one training provider is nearing completion. The outstanding requirement is a site visit to observe and confirm the quality of the training.

The AB has been active identifying ASTTBC members in various disciplines to volunteer as subject matter experts for TAC accreditations. As of December 31, 2017 ASTTBC has recruited and submitted the names and resumes of 16 ASCT and CTech members from various disciplines to TAC.

### **Professional Technologist Certification Board (PTCB)**

In September and October 2017, members of the PTCB evaluated applications for certification. At the November 2017 PTCB meeting the Board approved 11 of 14 applications for PTech. Three applications were held in abeyance to provide the applicants opportunity to further describe their competencies and submit evidence of work experience to satisfy the criteria for PTech certification. In addition to the applications for PTech certification from ASTTBC members, 3 applications for PTech transferring in from other provinces were received. ASTTBC policy requires applicants transferring in to first register as an ASCT and then be considered as a PTech. One PTech from New Brunswick and another from Newfoundland have been advised of the ASTTBC policy and are being assisted by ASTTBC staff as we process the first PTech transfers from provinces other than Alberta.

Correspondence with the Chair of the National Professional Practice Exam (NPPE) Advisory Committee regarding ASTTBC's request to register candidates to write the NPPE has resulted in the request being placed on the agenda of the NPPE Advisory Committee for their June 2018 meeting.

### **Registered Technology Manager Certification Board (RTMgrCB)**

Applications for RTMgr certification appear to have declined possibly due to several factors. First is the rigor of completing the competency-based application for certification and second is the possible impact PTech has had on applicants for RTMgr. To address the first issue, the RTMgrCB established a network of mentors for applicants that have not fully achieved some of the competencies or need support in describing their work experience that will satisfy the criteria specified in the RTMgrCB policy. The RTMgrCB will continue to monitor the demand for certification.

### **Public Works Inspection Certification Board (PWICB)**

The PWICB policy was substantially revised to include the certification criteria for Registered Public Works Technicians (RPWT). The revision included changing the composition and the name of the existing Board from PWICB to the broader name Public Works Certification Board (PWCB). The revised policy was approved by the PWICB however concerns expressed by the Practice Review Board (PRB) necessitated further consideration by the PRB and the Council.

### **Property Inspection Certification Board (PICB)**

ASTTBC continues to monitor the major changes introduced by the BC government in the regulation of home inspectors. Consumer Protection BC (CPBC) was identified as the entity responsible for home inspector licensing. Under the new regulation, membership with an association is not required. Many details relating to how CPBC will process applications for initial certification, ongoing professional development and complaint processing remain unresolved. In 2017, the number of ASTTBC Certified Home Inspectors (CHI) or Certified Property Inspectors (CPI) dropped from 159 in January to 132 at year-end.

### **Onsite Wastewater Certification Board (OWCB)**

In 2017, the OWCB continued the transition from paper-based to online processing of applications for certification, for adding an endorsement or for transferring in from another province. During the year, 11 applications were processed and as of the November 2017 OWCB meeting 6 were approved and 5 deferred. During the same period, 17 transfers from Alberta were processed. The jurisprudence exam for people transferring in from other provinces has been revised and applicants may take the exam at various exam center locations throughout BC. A condition of ROWP registration is that within 6 months of being registered the registrants from BC and from other provinces shall undergo a Practice Assessment Review (PAR). Over the past 5 years, ROWP registration has declined by 14% from a high of 584 in 2013 to 501 in 2017.

### **Fire Protection Certification Board (FPCB)**

A major initiative of the FPCB in 2017 was the revision of the Registered Fire Protection Technician (RFPT) Practice Guideline to become the RFPT Standards of Practice (SoP). The revised document was approved by the FPCB in September and submitted to the PRB for consideration at the November 2017 meeting. The PRB recommended some editorial changes to the document causing a delay in submitting the SoP to Council.

### **Continuing Professional Development (CPD)**

Mandatory reporting of CPD requiring members to achieve an average of 20 CPD points annually was introduced in January 2015. The 2015 guide to determine the number of points awarded for various CPD activities was revised based on member feedback. The revised guide was introduced in January 2017 and remains in effect. Monitoring member entries to achieve the required 20 points per year will begin with the completion of changes to the member database anticipated in 2018. The ASTTBC website includes an extensive list of CPD events and activities at <https://asttbc.org/our-events/events-conferences-seminars/>

### **Practice Assessment Reviews (PAR)**

In 2017, a total of 19 PARs were initiated and 13 were completed. The majority of PARs were for randomly selected Registered Onsite Wastewater Practitioners (ROWP) and House / Property Inspectors. Results of the completed PARs were that the majority of members were competently practicing within the ASTTBC practice guidelines. Suggestions for improving some part of their practice were provided to 5 members and 2 were unsatisfactory. ASTTBC has three years experience auditing member practice using the PAR policy and procedures. Administrative support and a growing network of subject matter experts trained as Quality Assurance Specialists (QAS) now exists. Plans to increase the number of PARs in 2018 have been made. Auditing member practice is a significant quality assurance factor for professional reliance.

### AScT and CTech Registrations 6-Year Comparative Summary

Note: The following table does not include Technical Specialists.

Category	2012	2013	2014	2015	2016	2017
AScT + CTech + Students approved	603	1,134	1,059	922	1,054	675
AScT + CTech + Students removed	700	831	778	922	1,015	957
Deceased AScT or CTech	17	13	11	9	11	13
Transfers in from other provinces	27	30	31	39	38	41
Transfers out to other provinces	16	17	6	12	10	4
Retired AScT or CTech	335 4.2%	354 4.3%	378 4.4%	393 4.6%	400 4.7%	403 4.9%
AScT or CTech over 55 years old	1,889 23.7%	2,054 24.8%	2,132 25.0%	2,367 27.8%	2,141 25.1%	2,101 25.5%
Female AScT + CTech – Honorary	859 10.9%	929 11.3%	967 11.4%	1,005 11.9%	1,093 12.9%	1,056 12.9%
Students	764 9.6%	1,020 12.3%	1,124 13.2%	1,028 12.1%	1,213 14.2%	1,068 13.0%
Grad. Technologists / Technicians	1,383	1,410	1,522	1,596	1,566	1,586
Associate Members	342	333	311	332	305	289
Honorary Members	73 0.9%	75 0.9%	76 0.9%	79 0.9%	79 0.9%	80 1.0%
<b>AScT + CTech + Students + Grad. Techs. + Associates + Honorary</b>	<b>7,971</b>	<b>8,284</b>	<b>8,529</b>	<b>8,514</b>	<b>8,531</b>	<b>8,238</b>

## ASTTBC Members by designation as of December 31, 2017.

AScT and CTech	2012	2013	2014	2015	2016	2017	2016-2017	2012-2017
Biological Sciences	241	250	250	243	316	276	-12.7%	14.5%
Biomedical Engineering	85	80	85	103	102	93	-8.8%	9.4%
Building	885	899	923	951	933	933	0.0%	5.4%
Chemical	172	164	199	181	149	115	-22.8%	-33.1%
Civil	2,307	2,423	2,465	2,571	2,622	2,582	-1.5%	11.9%
Electrical	574	628	638	655	807	854	5.8%	48.8%
Electronics	1,305	1,255	1,235	1,194	1,099	1,008	-8.3%	-22.8%
Environmental	200	209	217	232	244	264	8.2%	32.0%
Forest Engineering	19	18	17	14	14	13	-7.1%	-31.6%
Gas and Petroleum	109	114	112	106	97	94	-3.1%	-13.8%
Geomatics	345	338	332	331	329	312	-5.2%	-9.6%
Industrial Technology	80	81	79	74	73	71	-2.7%	-11.3%
Information Technology	87	123	119	94	73	52	-28.8%	-40.2%
Instrumentation	7	19	26	31	37	41	10.8%	485.7%
Marine Engineering	0	0	0	3	4	7	75.0%	N/A
Mechanical	1,343	1,452	1,576	1,502	1,385	1,304	-5.8%	-2.9%
Metallurgical	66	64	48	43	39	37	-5.1%	-43.9%
Mineral Resources	73	92	132	107	129	120	-7.0%	64.4%
<b>Total AScT + CTech</b>	<b>7,971</b>	<b>8,284</b>	<b>8,529</b>	<b>8,514</b>	<b>8,531</b>	<b>8,176</b>	<b>-3.3%</b>	<b>3.5%</b>
Honorary members	73	75	76	79	79	80	1.3%	9.6%
Registered Tech. Manager	29	34	33	35	36	39	8.3%	34.5%
Professional Technologist	0	0	0	0	11	25	127.3%	N/A
<b>Technical Specialists</b>								
Building Design	74	73	70	70	69	68	-1.4%	-8.1%
Construction Safety	236	283	323	363	383	342	-10.7%	44.9%
Fire Protection	790	824	833	854	877	906	3.3%	14.7%
Home / Property Inspection	179	175	170	173	159	132	-17.0%	-26.3%
Onsite Wastewater	571	584	574	539	523	501	-4.2%	-12.3%
Public Works Inspector	86	90	90	93	96	93	-3.1%	8.1%
Site Improvement Surveys	22	22	22	22	22	20	-9.1%	-9.1%
Steel Detailing	29	26	20	21	17	16	-5.9%	-44.8%
Underground Utility Locator	0	0	0	0	3	5	66.7%	N/A
Electrical Work Practitioner	0	0	0	0	0	0	N/A	N/A
	<b>1,987</b>	<b>2,077</b>	<b>2,102</b>	<b>2,135</b>	<b>2,149</b>	<b>2,083</b>	<b>-3.1%</b>	<b>4.8%</b>
Building Design	74	73	70	70	69	69	0.0%	-6.8%
Construction Safety	7	11	9	9	9	6	-33.3%	-14.3%
Fire Protection	24	21	17	18	19	18	-5.3%	-25.0%
Home / Property Inspection	72	66	43	45	42	36	-14.3%	-50.0%
Onsite Wastewater	24	21	13	15	14	14	0.0%	-41.7%
Public Works Inspector	58	61	57	61	64	65	1.6%	12.1%
Site Improvement Surveys	22	22	22	22	22	22	0.0%	N/A
Steel Detailing	7	8	6	6	5	5	0.0%	-28.6%
Underground Utility Locator	0	0	0	0	2	2	0.0%	N/A
Electrical Work Practitioner	0	0	0	0	0	0	N/A	N/A
Registered Tech. Manager	29	34	33	35	36	39	2.9%	N/A
Professional Technologist	0	0	0	0	11	25		N/A
<b>Total Dual Designations</b>	<b>317</b>	<b>317</b>	<b>270</b>	<b>281</b>	<b>293</b>	<b>301</b>	<b>2.7%</b>	<b>-5.0%</b>
	<b>9,670</b>	<b>10,078</b>	<b>10,394</b>	<b>10,403</b>	<b>10,434</b>	<b>10,102</b>	<b>0.3%</b>	<b>4.5%</b>

## Complaints and Complaint Processing

COMPLAINTS STATISTIC	2012	2013	2014	2015	2016	2017
<b>Total Complaints Received</b>	40	57	20	28	23	26
<b>AScT + CTech complaints Processed</b>						
Unauthorized use of AScT, CTech	4	1	1	0	1	1
Ethics/logo/procedural etc.	1	1	2	2	1	0
<b>Technical Specialists Complaints Processed</b>						
Property Inspector Title/logo	0	1	0	0	0	0
Property Inspector Ethics or practice	8	5	5	3	5	6
Fire Protection Title/logo	2	0	0	0	0	0
Fire Protection Ethics or practice	25	14	9	5	12	6
Onsite Waste. Title/logo	0	0	0	0	0	0
Onsite Waste. Ethics or practice	23	14	17	11	14	7
All other Tech. Specialist – Title/logo	3	0	2	2	1	0
All other groups – Ethics or practice	1	0	0	0	0	0
<b>FILES CLOSED TO-DATE</b>	<b>67</b>	<b>36</b>	<b>36</b>	<b>23</b>	<b>34</b>	<b>20</b>

COMPLAINT OUTCOMES	2012	2013	2014	2015	2016	2017
Ethics Complaint - censure applied	37	23	21	13	21	11
Ethics Complaint – Stipulated Order applied	1	0	0	1	0	0
Ethics Complaint - no breach of code found	18	6	9	6	10	5
Ethics Complaint withdrawn	0	0	1	0	0	0
Title/logo enforcement	9	2	3	2	2	0
Membership cancelled or resigned**	1	5	2	1	0	4
<b>TOTAL OUTCOMES**</b>	<b>66</b>	<b>36</b>	<b>36</b>	<b>23</b>	<b>33</b>	<b>20</b>
<b>TYPE OF ACTION INVOLVED</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Disciplinary Hearing held	0	0	0	0	0	0
Disciplinary Hearing censure finding	0	0	0	0	0	0
Stipulated Order applied	1	0	0	0	0	0
PRB recommendations applied	37	23	21	14	21	16
Appeal to ASTTBC Council upheld	0	0	0	0	1	0
Appeal to ASTTBC Council denied	0	0	0	0	0	0

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

COMPLAINTS IN PROGRESS	2012	2013	2014	2015	2016	2017
Ethics Investigation in progress	20	39	29	27	16	22
Cease & Desist order issued	1	0	1	2	2	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.