

## REPORT TO ASTTBC COUNCIL

Meeting date: May 6, 2021

1. **SUBJECT: Registrar Report for May 2021 Council Meeting**

2. **PURPOSE:**

To provide Council with a summary of ASTTBC's regulatory activities for the period of March 11, 2021 to April 17, 2021.

3. **DISCUSSION:**

- **Transition**

ASTTBC's journey as a PGA regulator is now underway. This includes a number of long-term projects involving harmonization of legacy processes, procedures, communications materials, and software systems to the requirements of the new PGA framework in regulatory areas such as registration and practice quality assurance.

The introduction of a new legislative framework has the potential to place additional pressures upon regulatory staff and the professionals we regulate in the very best of times. With gratitude, we report that ASTTBC staff are responding to the *PGA* and ASTTBC bylaws with initiative and excellence, despite the continued challenges of over a year of the COVID-19 pandemic.

Significant progress has been made since the ASTTBC Bylaws came into force on February 12. Some examples are set out below.

- **Statutory committees**

*Chair appointments*

At its previous meeting, Council approved a procedure for the appointment of committee chairs under the new ASTTBC Bylaws. The call for applications was circulated and applications have been received and reviewed by the nomination committee. By the time of the May 6 Council meeting, the nomination committee will have made its recommendation to Council.

*Meetings*

The Credentials Committee met on March 24 to review and clarify new procedures and requirements of the *PGA* and ASTTBC Bylaws. Members and staff worked together to update procedures and forms for review of initial applications for registration, good character requirements, course and training recognition, and criminal record checks.

Meetings of the investigation committee and audit and practice review committee are expected to take place just after the May 6 Council meeting. It is anticipated that the committees will similarly address themselves to harmonization of legacy investigation and practice review procedures to new legislative requirements, among other matters.

*Recruitment, training, evaluations and appointments*

Development of on-boarding and training materials and opportunities for statutory committee members continues. Several inspectors, who will assist the investigation committee in conducting investigations under section 68.3 of the ASTTBC Bylaws, recently attended the NCIT Training offered by the Council on Licensure, Enforcement, and Regulation. Plans for additional trainings on drafting written reasons for decision for committee members, on procedures for the review of registration files for the “qualified individuals” who will assist the registrar and credentials committee in reviewing applications for registration, and on conduct of practice reviews for the “assessors” who will work with the audit and practice review committee to perform practice reviews, are underway.

- **Registration and renewal**

Harmonization of registration procedures to the new requirements of the *PGA* and ASTTBC Bylaws continues apace with the system upgrade of our registration application software and operationalization of new requirements in areas such as reinstatement. New template communications are under development. Our registration and accounting teams are working together more closely, seizing opportunities to collaborate on streamlined procedures under our new Bylaws.

ASTTBC’s first annual registration renewal as a *PGA* regulator, which will open on September 30 pursuant to section 45 of the Bylaws, is such an opportunity. Between September 30 and November 30, 2021, we will have a unique chance to communicate with every ASTTBC registrant for the first time about their new annual renewal requirements and procedures. These requirements extend beyond an annual fee payment and include declarations regarding continuing professional development and compliance with the *PGA* and Bylaws.

- **Change management**

ASTTBC staff continue to receive questions and communicate regularly with registrants about the *PGA* and what it means for the public and the profession. Our approach is to support registrants and members of the public alike through regulatory change. Communications that support safe, competent, ethical practice and help everyone to understand our regulatory role are one of the many ways we protect the public and the environment.

Recent anecdotal data from the registration team suggests that this is a welcome approach. Conversations regarding the criminal record check required of new applicants under our new Bylaws, for example, have been positive.

- **ETPLMI project**

The Expediting Technology Professionals Labour Market Integration (ETPLMI) project funded by Employment and Social Development Canada (ESDC) is on schedule, within budget, and in the final six months of the 30-month agreement. The project includes a new national gateway website with pathways to apply for registration. That website is expected to be available to the public no later than May 31, 2021.

The website will include clear information regarding eligibility to apply for registration with an easy-to-use quiz and other diagnostic tools to help internationally educated technology professionals and Canadian Armed Forces applicants decide if they should apply at the technician or the technologist level. An application programming interface (API) between the national gateway and Technology Registrations Canada (TRC) updated software will provide full functionality for application processing for the seven provinces intending to use TRC. The anticipated completion of the API is August 31, 2021. In the interim, users of the national gateway when applying for registration will be directed to the selected provincial association website.

**4. RECOMMENDATION:**

That the ASTTBC Registrar report be received by Council for information.

Report Prepared: Phillipa Stanaway, Registrar

Submitted: April 19, 2021