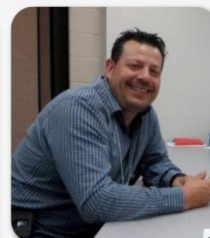




Technical Training Group Annual Report

April 1, 2018 – March 31, 2019



LEADING EDGE PROVIDERS
OF TECHNICAL AND SKILLED TRADES TRAINING

CHAIR'S MESSAGE

2018-2019 was a year of big changes for Technical Training Group!

Our biggest transition this year was saying good-bye to our Executive Director, Virginia Lambdin. Many thanks to Virginia who started out helping to support an idea for a technical training group in Stratford, that grew into a successful business model for skilled trades training and a 12 year career.

In September we welcomed our new Executive Director, Cavell Fraser, who jumped in with both feet, having served on the TTG Board as a Director for three terms. With some training and guidance from Virginia, TTG experienced a smooth leadership transition. Virginia still remains closely connected to TTG.



The Board welcomes Alex Toll as a new Director representing Business: Finance, Legal and Insurance. Alex is a Commercial Lender and Business Analyst with Perth Community Futures Development Corporation and brings expertise in non-profit, business and financial matters. Thank you to Tina Uhrig for taking over the role of Chair of the Performance Review Committee and to Tine Buechler for taking on the role of Secretary.

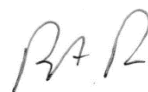
Another big change this year was transitioning our Executive Director, Business Manager and Marketing/Training Coordinator from contractors to employees.

Yet another big change was re-location of our administration office from 577 Erie Street to 617 Douro Street providing TTG with more accessibility and visibility within the community.

In addition to thanking the board and staff for all of their support on these changes, I would like to also extend my thanks to them for their participation in the Strategic Planning meetings. Led by Vicky Lass from OMAFRA, we have revisited our Mission and Vision and set a solid direction of success and growth for TTG over the next 3 years.

I'm proud to say that TTG continues its tradition of pioneering new initiatives with its Newcomer Construction-Trade Focused Workplace Integration pilot. Mitzie Hunter, former Minister, Training, Colleges and Universities, congratulated TTG on its creative and innovative approach to skills building. *"Technical Training Group's project is exactly the type of partnership we need in Ontario's changing economy — one that brings employers, educators and learners together."* The recognition was very rewarding and I'm sure my fellow Board members share that sentiment.

As Chair, I look forward to another exciting year as TTG continues to add to its skills portfolio with the anticipated delivery of Metal Fabricator Level 2 and 3 apprenticeship training. Giving more local access to apprenticeship and industry training further establishes TTG's distinction as a leading edge provider of technical and skilled trades training in the region.



Rick Roes, TTG Chair

EXECUTIVE DIRECTOR'S MESSAGE



This has been a very exciting year for me, retiring from the TTG Board in June to taking on the role of Executive Director in September!

I feel fortunate to have one of the most committed Board of Directors I have ever worked with and the best staff you could ask for.

Our board has passion, commitment and a great diversity in skills and experience from industry to business.

Shawn Bontaine, our Business Manager, develops our budget, is always scouting for new business opportunities, quoting new work and all while overseeing our programs.

Liz Balletto, our Marketing/Training Coordinator manages all of the day to day operations for our Pre-Apprenticeship, Working at Heights, custom and youth programs, as well as our marketing. Liz is our only full time employee so you can just imagine what crosses her desk.

Nadine Hayes, our Bookkeeper has been a great addition to the team, setting up our inaugural in-house bookkeeping system, taking on payroll and new payroll software, as well as implementing numerous new office efficiencies including the ability to e-transfer.

Meghan Aarts, our new FunTECH Coordinator, has joined in our partnership with AMDSB to deliver hands on skilled trades training to grade six students in Perth and Huron Counties.

We said good bye to Irene Blight and Amanda Langis and extend our sincere thanks for their contribution to administration support.

Our quality and reputation for training comes from the impressive caliber of our Instructors. Many of them are award-winning and most are graduates of the TTG apprenticeship program. I had the opportunity to work closely with Malcom MacDonald, one of our senior instructors this year and listening to his passion for the trades made me want to become a welder! Skills Ontario award winner and TTG graduate, Dale McGavin adeptly took the lead as the Apprenticeship Coordinator. I had the opportunity to see instructor, Adam Smyth, in action, another recent TTG graduate and Halwach award winner and was pleased to greet Greg Patterson, when he joined the team as a new instructor. These instructors characterize the enthusiasm, commitment and professionalism of all our faculty team members.

Our Manufacturing Pre-Apprenticeship Multiple Trades Exposure program (Welding, Metal Fabrication and Machining) continues to be successful. In addition to program delivery in Stratford, we are pleased to be branching out to Central Huron Secondary School in Huron County this year starting in mid-August. We appreciate the support from the businesses in Perth and Huron counties that make it possible for us to deliver these programs.

I look forward to helping to grow TTG through the execution of our 2019- 2022 strategic plan!

Cavell Fraser, Executive Director

CORE TEAM

Liz Balletto, Mktg/Training Coordinator
 Shawn Bontaine, Business Manager
 Cavell Fraser, Executive Director
 Virginia Lambdin, Executive Director (Sept 2018)
 Dale McGavin, Apprenticeship Coordinator
 Mike Merner, Metal Fabricator Coordinator

Support Staff

Irene Blight, Administrative Assistant (Aug 2018)
 Amanda Langis, Administrative Assistant

Bookkeeping Services

Nadine Hayes

BOARD OF DIRECTORS

Rick Roes, Chair Plant Manager, Schaeffler Canada Inc.
Heather Brown, Treasurer Controller, Accumetal Manufacturing Inc.
Tine Buechler, Secretary Past President, Member, Rotary Club of Stratford
Ross Dale Retired Executive Officer, Stratford & Area Builders' Association
Mike Doupe Vice President, McLean Taylor & Stonetown Construction
Meredith Forget Manager of Economic Development & Tourism, County of Perth
Sandy McCann Human Resources Generalist, H2R Business Solutions
Martin Ritsma Councilor, City of Stratford; AMDSB Systems Principal (Retired)
Melissa Schenk CEO, Executive Producer, MS2 Productions
Jim Sidwell Retired, Electrical Trade/Safety Training
Alex Toll Commercial Lender/Business Analyst, PCFDC
Tina Uhrig Human Resources Generalist, Steelcraft

MINISTRY OF TRAINING COLLEGES & UNIVERSITIES (MTCU)

BETH ANSTETT

Employment & Training Consultant
 Apprenticeship Branch

EMMANUEL FABOYEDE

Implementation Advisor
 Partnerships/Implementation Branch

TRAINING PARTNERS

Central Huron Secondary School
 Goderich District Collegiate Institute
 Listowel District High School
 Mitchell District High School
 St Marys District Collegiate Vocational Institute
 St. Michael Catholic Secondary School
 Stratford Northwestern Secondary School

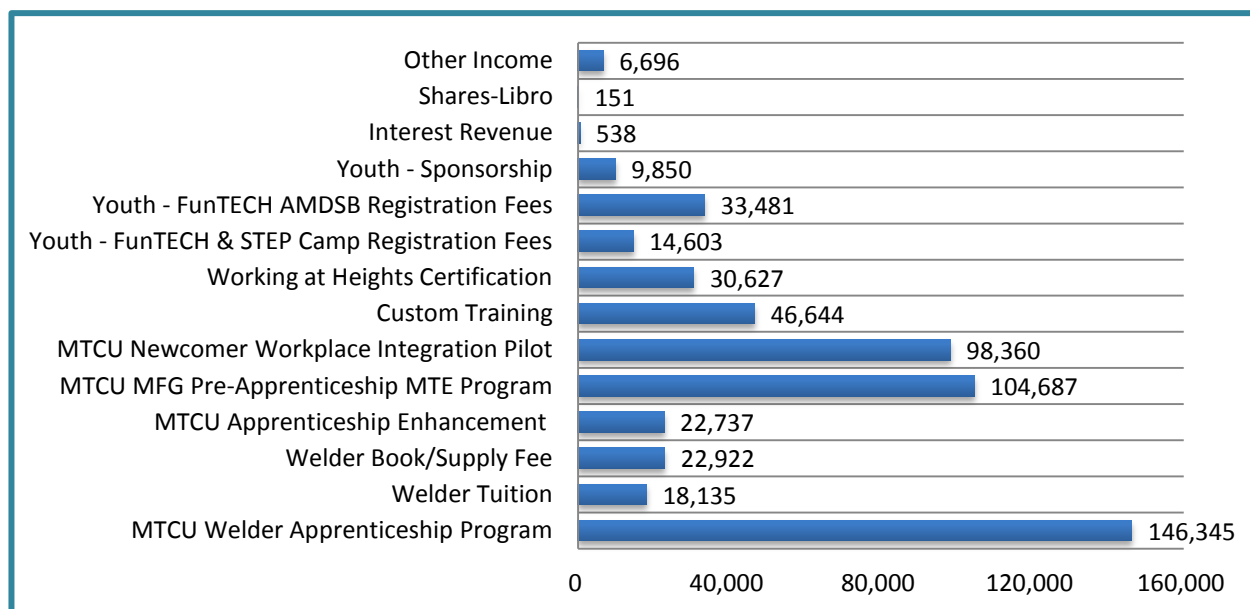
Avon Maitland District School Board
 Huron Perth Catholic District School Board
 Centres for Employment & Learning
 Partners in Employment
 Conestoga Career Centre
 Conestoga College, School of Career & Academic Access
 Fanshawe College

COMMUNITY OUTREACH

Stratford Home & Leisure Show
 South Huron Job Fair
 Real Deal on Skilled Trades
 Huron County Employer Roundtable
 Partners in Resources for Employment in Perth
 Stratford & District HR Association

SABA & HMA (Associate Memberships)
 Conestoga Student Job Fair
 Pathways Career & Information Fair
 Perth-Wellington Immigration Policy Roundtable
 New Neighbour Nights at Stratford Public Library

REVENUE (\$555,776)



ACTIVITY & ACCOMPLISHMENTS

SKILLS TRAINING DELIVERY

- ⇒ Welder/Metal Fabricator Level 1 Common Core and Welder Level 2 and 3 Apprenticeship training
47 graduates in 2018-2019; 48 apprentices enrolled for 2019-2020
- ⇒ Manufacturing Pre-Apprenticeship Multiple Trades Exposure Training (Welding/Metal Fabricating/Machining)
12 graduated; 12 working in the field with 6 signed as apprentices
- ⇒ Newcomer Construction Trade-focused Workplace Integration Pilot
11 graduated from in-class skills training
8 completed the work placement (6 working in the construction sector and 1 in manufacturing)
- ⇒ Custom Training
Hydro One; Ken Robinson Refrigeration; Cleaver Brooks; Accumetal; General Coach, IATSE Local 357
1-on-1 to a wide range of individuals
- ⇒ Working At Heights
300 trades people and high school co-op students received certification training

RED SEAL PREP DELIVERY

- ⇒ 15 Level 3 apprentices - 40-hour Red Seal Preparation Course
- ⇒ 15 Level 3 apprentices - Welder Practical Assessment (mandatory)

YOUTH PROGRAMS & SPONSORSHIP

- ⇒ FunTECH and STEP Camp 200 youth participated in trades and technology workshops
- ⇒ FunTECH AMDSB 700 Grade 6 & 7 Huron-Perth students participated (as above)
- ⇒ Sponsorship Funding \$9,850 cash; Total cash and in-kind \$11,700

STRATEGIC PLAN

April 2019 to March 2022

EXECUTIVE SUMMARY

The Board of Directors embarked upon a 3-year board and staff driven strategic plan to:

- ⇒ Set priorities; focus limited energy and resources; and strengthen operations
- ⇒ Ensure employees and board are working toward common goals
- ⇒ Establish agreement around intended results and set the organization's direction

Vicki Lass, a very experienced strategy facilitator from OMAFRA, guided this initiative. At planning sessions on Nov. 7th and 14th, Board and staff identified strengths, weaknesses, opportunities and threats (SWOT) and political, environmental, educational, social, technological and other trends which influence TTG's work and goals. These very informative sessions helped to identify key areas where TTG needed to focus. During this planning TTG's Vision, Mission and Mandate were reviewed and while the main messages did not change, there was some slight rewording to the Vision and Mandate in order to clarify and emphasize meaning. Vicki followed up with staff on December 7th to further discuss the outcomes of the full Board and staff planning sessions. Common themes, identified by the Board, were used as starting points to set goals, objectives, measurements and accountability. This strategic plan was approved at the January 2019 Board meeting.

VISION

Promoting and delivering technical and skilled trades' training in Stratford and surrounding area.

MISSION

TTG is committed to serving the community's need for local, relevant technical and skilled trades training.

MANDATE

Facilitate and promote partnerships to support community technical training needs.

Provide market-driven training on a competitive basis.

Provide individuals, companies and organizations with local training options.

Support opportunities for youth to explore career options in the skilled trades.

STRATEGIC PILLARS

#1- FOCUS ON FINANCIAL SUSTAINABILITY THROUGH REVENUE GENERATION

WHY? *SWOT analysis showed TTG was vulnerable and limited in its growth due to a reliance on non TDA government funding which is never approved for more than one year at a time. This situation makes it hard to plan for the future, attract and retain full time staff and drive business growth. Currently staff is beyond capacity also limiting their ability to move the organization toward growth.*

#2- FOCUS ON FINANCIAL SUSTAINABILITY THROUGH OPERATIONAL EFFICIENCY

WHY? *TTG needs to be operationally lean and efficient due to limited staffing and financial resources.*

#3- MARKET OUR VISION AND SUCCESSES THROUGH OUR BRAND/REPUTATION

WHY? *TTG has an excellent reputation with those who know of the organization. TTG needs to increase exposure in the community and capitalize on the excellent brand and reputation in order to grow.*

#4- ADVANCE COMMUNITY ATTITUDES AND FOSTER A CULTURE OF COLLABORATION IN THE SKILLED TRADES

WHY? *Some barriers to increasing skilled trade training and careers in Perth-Huron are societal attitudes toward skilled trades and access to local training. TTG can assist with the promotion of skilled trade training and careers through delivery of their excellent youth programs and their presence at community events. In order to support even more community needs with limited resources, TTG will collaborate with new partners to offer new programs and/or locations for existing programs.*

This strategic plan is adaptable to change as we approach the next three years, with leadership from the Board of Directors being an integral factor in setting strategy and staff in executing it.

SKILLED TRADES TRAINING

INSTRUCTOR FACULTY

WELDER APPRENTICESHIP

Chris Dippel
Malcolm MacDonald
Dale McGavin
Joel McLeod
Mike Merner
Adam Smyth
Jason Wagg
Monty West
Mike Wille

MFG PRE-APPRENTICESHIP

Rob Collings
Chris Dippel
Mac MacDonald
Joel McLeod
Adam Smyth
Monty West

NEWCOMER CONSTRUCTION TRADES

Mark Flanagan
Mahmood Alshared
Marwan El Halabi
Zainab Abdel-Gawad

WAH CERTIFICATION

Mike Knolls

WELDER & METAL FABRICATOR APPRENTICESHIP

TTG is a Training Delivery Agent (TDA) for the Welder/Metal Fabricator Trades' Common Core Level 1, Welder Apprenticeship Level 2 and 3 and Metal Fabricator Level 2 and 3. These apprenticeships are programmed for career advancement. A Journeyperson welder or metal fabricator can achieve "Inter-provincial" or "Red Seal" certification allowing them to work in other provinces and territories.

APPRENTICESHIP ENHANCEMENT FUND

MTCU Apprenticeship Enhancement Fund (AEF) enables TTG, as a Training Delivery Agent, to keep its Welder training facility at Stratford Northwestern Secondary School [Site 1] at industry standards and ensure high quality training. The Ministry awarded TTG \$22,000 in 2018-19 for the purchase of plate rollers for bending metal, dump trailer for scrap metal material management and removal and box/pan brake.

TEST SITE ACCREDITATION

TTG is an Ontario College of Trades approved Testing Centre for the Welder Practical Assessment and an approved test site for the Canadian Welding Bureau (CWB) and Technical Standards & Safety Authority (TSSA).

RED SEAL CERTIFICATION PREP

The Red Seal national designation is the interprovincial standard of excellence in the skilled trades. It confirms a tradesperson's competence to perform a trade anywhere in Canada. Achieving a Red Seal Endorsement (RSE) is a two-step process – successful completion of 1] the Welder Practical Assessment and 2] written Red Seal examination.

Welder Red Seal Preparation Course

TTG delivers a 40-hour Red Seal Preparation course for Level 3 apprentices and other individuals wishing to challenge the Red Seal written exam.

Welder Practical Assessment

As a designated testing centre for the Welder Practical Assessment, TTG offers this testing on a 2-night schedule opening up access during evening hours. For the assessment, apprentices and Trade Equivalency Assessment applicants must successfully complete six welding processes and the oxy-fuel cutting component. Applicants receive proof of completion forms and assessment sheets to submit when booking the Red Seal written exam.

LEVEL 3 WELDER GRADUATES

Congratulations to Level 3 graduates on a major accomplishment! Their time commitment to become competent in the trade of Welder is 6,000 hours (approximately three years) consisting of 5,280 hours of on-the-job work experience and 720 hours of in-school training.



MANUFACTURING PRE-APPRENTICESHIP GRADUATES

Congratulations to our 2018-19 graduates who have launched a new career! Trainees explored three related trades in the manufacturing sector (WELDING, METAL FABRICATING AND MACHINING) and proved their skills in an 8-week work placement and secured employment in the field. Trade skills and safety training was supplemented with trade math and employment preparation components in partnership with Conestoga College and Conestoga Career Centre.



The Manufacturing Pre-Apprenticeship program is a stepping stone for its graduates to link to in-demand well paying jobs, advance a career in the trades and engage in a profession that offers many different work options.

CUSTOM TRAINING

IATSE LOCAL 357 MILLING GRADUATES

One of TTG’s specialties is customizing training to fit a company’s needs. TTG delivered an introductory hands-on machining course, focused on Vertical Milling, designed specifically for IATSE Local 357 members to help address the Drilling and Slotting skills required in the manufacture and modification of existing parts. The 36 hour program involved basic theory, combined with hands-on practical exposure to Vertical Milling techniques.



WELDER AWARDS OF EXCELLENCE

OYAP EXCELLENCE IN WELDING

Congratulations, to OYAP (Level 1 Welder) students, Cameron Varey and Stephan Linthorst! At Stratford Northwestern Secondary School commencement, November 2018, they were awarded TTG’s Award for *Excellence in Welding*. Each received a \$100 bursary.

KEN HALWACHS

At his retirement in 2008, Ken Halwachs was honoured by Steelcraft with an annual award in his name. The award is presented to a Level 3 Welder apprentice who demonstrates excellence in technical skills, professionalism, leadership and teamwork. Accompanying the award is a \$1,000 cheque.

Congratulations!

CHRIS DIPPEL

Level 3 Welder Graduate

Ken Halwachs Award Winner 2018

Chris is a part time instructor-contractor with TTG.



L - R: DALE MCGAVIN, CHRIS DIPPEL AND KEN HALWACHS

This industry is all about skills and proficiency. Congratulations to our award winners for undertaking welding training and excelling in this demanding profession.

CONSTRUCTION SKILLS

NEWCOMER WORKPLACE INTEGRATION PILOT

Technical Training Group (TTG) was awarded funding by the Ministry of Training, Colleges and Universities (MTCU) through its Skills Catalyst Fund to deliver a Newcomer Construction-Focused Workforce Integration Pilot project.

This 23-week training program was specifically designed for newcomers to Canada (within the last 10 years) who were interested in working in the construction sector.

The program started on July 23, 2018, in Stratford, with 12 participants, primarily from Syria, who attended training four nights a week, as well as two Saturdays per month. Participants learned a range of basic hands-on carpentry skills, such as roofing, framing, drywall installation, and flooring, along with other specialized construction training in line with the skills urgently needed by local industry.

This hands-on training took place at St. Michael Catholic Secondary School in its tech facilities.

To assist with any potential language barriers, translation supports within the program included an onsite Arabic speaking translator, as well as an employment transition translator. Additional training took place at The Centre for Employment & Learning in Stratford and included ESL training focused on construction workplace-related issues and terminology and Canadian workplace culture. Basic trade math, employment prep and resume development were delivered in partnership with Conestoga Career Centre. Safety awareness training and Working At Heights certification rounded out the program.

In late October trainees entered into a paid 8-week construction work placement opportunity with the goal of transitioning into long-term, full-time employment.

This pilot program was a collaborative employment model designed to help develop the necessary skills and to implement a smooth and safe workplace integration for newcomers and help address the labour market shortage challenging industries in our area. TTG and its partners hope this training pilot will serve as a model to help establish some best practices to facilitate a Canadian work experience for newcomers and these can be built upon to serve other underrepresented groups in rural localities across Ontario.



VICTORIAN CHRISTMAS MARKET PROJECT

The Newcomer trainees and instructor Mark Flanagan took on an additional challenge - building wooden huts for Stratford's Victorian Christmas Market and mini-markets in fall 2018. "There's so much learning in here for them to do from the ground up," Flanagan said. "We built (the huts) like a house, so basically we're doing house framing. We're picking up all those framing skills, roofing skills, soffit, finishing, shingling, framed doors, framed windows—all the skills for doing a house." [Beacon Herald, Oct 14, 2018]



"This will give them a new career with proper training and that means a full-time job."

Mahmoud Alshared, TTG Newcomer Program Translator

CUSTOM TRAINING

Working At Heights [WAH]

TTG is CERTIFIED by Fall Protection Group Inc. to deliver their Fall Protection Working At Heights program.

Types of Programs

FULL DAY 8-HOUR WORKING AT HEIGHTS CERTIFICATION

- Ontario Ministry of Labour approved
- Meets the requirements of the WAH Training Standard
- Theory and practical modules educate on the concepts and principles of fall safety.

HALF-DAY WORKING AT HEIGHTS RE-CERTIFICATION

To attend the course, participants must hold a:

- Valid Working at Heights training credential/card (from an approved program) OR
- Ontario Ministry issued Proof of Completion.



Working At Heights [WAH] Arabic

TTG worked closely with Fall Protection Group and the Ministry of Labour to develop and deliver a WAH course for Newcomer trainees. This training was delivered over two days with an Arabic translator. The written test was available to participants in both English and Arabic.

YOUTH SPONSORSHIP DRIVE

TTG is expanding the frequency and diversity of our Youth Programs and we do it with the support of our community. Thank you to those companies and organizations that ensure we can continue to develop and deliver this level of programming now and well into the future.

SPONSORSHIPS

PLATINUM	[\$3,000 x 1]	Advanced Design Solutions (ADS)
GOLD	[\$1,500 x 3]	Schaeffler Canada Inc, KYJO Steel Stratford & Area Builders' Association
SILVER	[\$1,000 x 1]	Ontario Drive & Gear Limited
BRONZE	[\$ 350 x 1]	Home Hardware
OTHER	[\$1,000 x 1]	Huron Perth Catholic District School Board (transportation)
IN-KIND	Media	Beacon Herald
	Printing.....	Stratford Business Centre

YOUTH PROGRAMMING

One way to address the local workforce shortage in the trades is connecting with youth at an early age. TTG's two youth programs introduce students ages 7-14 to technical and skilled trades in a fun-filled environment that allows them to explore their potential through a series of hands-on workshops. TTG strongly believes that being exposed to experiential learning opportunities is the key to inspiring young people to sign up for tech studies in high school and start the discussions with their families about possible trade-focused career paths in the future.

STEP CAMP..... July 10 & 11, 2018 (2 days) – 77 students, 8 workshops

FUNTECH..... Nov 25, 2018 (1 day) – 130 students, 8 workshops

Many thanks to our sponsors, instructors, assistants, volunteers, St. Michael CSS, Stratford Northwestern SS, D & D Automation and Stratford Public Library for helping TTG make this programming possible.

Initiatives aimed at engaging youth in learning about the skilled trades are important to creating more widespread awareness about apprenticeship and the benefits of skilled trade careers.

EXPERIENTIAL LEARNING FOR YOUTH

TTG & Avon Maitland District School Board (AMDSB)

TTG Leads: Liz Balletto and Meghan Aarts, TTG FunTECH Coordinator
 AMDSB Leads: Jodi Froud, Experiential Learning Coordinator and Mark Roth, Pathway Coordinator

In April of 2018, TTG partnered with the AMDSB to deliver “**FunTECH AMDSB,**” a modified version of TTG’s highly successful FunTECH Program. As of March 31, 2019, over 700 children in Perth and Huron Counties had the opportunity to participate in an experiential learning event at their local high school.

Hosting FunTECH AMDSB events, with local elementary feeder schools invited to participate, were the following secondary schools:

St. Marys DCVI	Central Huron SS	Listowel District SS	South Huron DHS
Mitchell DHS	Goderich DCI	F.E. Madill HS	

The skills workshops were delivered by AMDSB Tech teachers along with community partners such as TTG, D&D Automation, Conestoga College and Fanshawe College. Helping to make these workshops happen were AMDSB student volunteers from participating high schools.

Grade 6 and 7 students were able to select one, three-hour workshop that introduced them to a skilled trade or technology through hands-on exposure, while working on a related project. The range of workshops included:

- | | | | | | |
|-------------|---------------|----------------|--------------|------------|-----------------|
| ■ welding | ■ automotive | ■ construction | ■ robotics | ■ sewing | ■ mask-making |
| ■ comm-tech | ■ cosmetology | ■ tech design | ■ electrical | ■ plumbing | ■ manufacturing |

TTG and AMDSB plan to expand the outreach project in 2019-2020 to all eight high schools to offer the program to all Grade 6 AMDSB students across Perth and Huron Counties. Through programs like this, we can continue to promote the viability of skilled trades as a pathway for our youth and encourage students to consider a technical class to gain life skills and competencies that are invaluable regardless of the career path chosen.

“This workshop gave me a feel for high school. I am looking forward to going and know sort of what I am doing! I am proud to say that I made a chair and a game by myself. We can’t thank you enough for this experience!”
 Sincerely, Chantel Johns

“I had lots of fun in manufacturing...we got to use belt sanders, drill presses and lots of fun tools. I would love to do this super fun activity again and I thank you for picking our school to participate in FunTECH.”
 Sincerely, Dustin Schmidt

