

To **REPORT** On **TRAINING**

Purchased by the

**INDUSTRIAL TRAINING COMMITTEE
FOR NORTH YORK AND YORK REGION**

Volume 4 No. 2 Fall/Winter 1993

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Executive Director's Report

Generally, September to December are some of the busiest months of the year. They were no exception for us. This third quarter of the fiscal year started very positively with the election of *John Colacci* to the position of Co-Chairman. He replaces *Mitch Cichy*, Manager of Training and Development of ADT Canada Inc. who was a business representative. Thank you Mitch and welcome John. He is Administrator of the Labourers International Union of North America (LIUNA) Local 183 and represents labour. As a result of his presence we now have a joint labour business co-chair arrangement to better reflect our two communities - the Region of York and the City of North York.

During the September Board meeting a motion was passed that reflects the growing concern our directors have about liability issues associated with our training courses. It reads as follows:

"Moved that the ITC for NY and YR require all training vendors to register with the province, and that their courses be attested to by the Ontario Skills Development Office (OSDO), or the equivalent, under the Ontario Training and Adjustment Board (OTAB) in order to protect the ITC for NY and YR and assure a high quality of training for its clients". This in no way reflects the relationship we have

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Business Co-Chair Bob Pritchard (seated at right) and labour Co-Chair John Colacci (standing at left) conducted tandem signing at the October 20, 1993 opening of the ITC for NY and YR's new office facility.

K. Collins photo

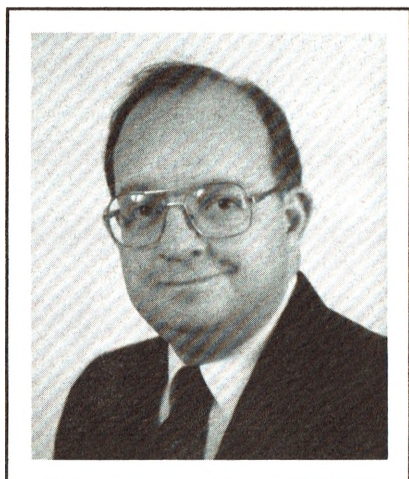


Director Profiles



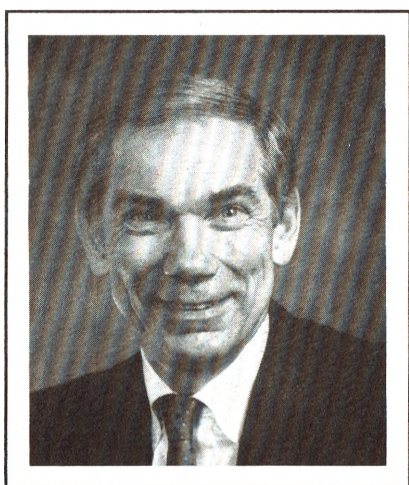
Heather Brooks - Outreach Health Services

A resident of Virginia Beach, Georgina Township, Heather is well aware of the various health care issues in her community. As such, she is an integral component of a steering committee formed to develop a hospice for the Township. Married with one young child, Heather has put her college diploma and accreditation as registered nurse to commendable pursuits. In May of 1993, she established Outreach Health Services which provides footcare, CPR instruction and the promotion and marketing of health related seminars and conferences. Supplementing this workload, Heather also carries part-time responsibilities for the Victorian Order of Nurses. As a member of the CITC Board of Directors for four terms, Heather has fervoured her commitment to the continuous upgrading of women's skills and re-entry of said individuals into the workforce. Filling organizational and emcee roles last June, Heather was instrumental to the success of the CITC's first golf tournament, **"Putting the 'TEE' In Training"**. Yet perhaps most importantly, she is a dedicated chair to the Health Care Sector Sub-Committee which strives to identify and meet community training needs.



John Armstrong - JWJ Armstrong & Associates

A graduate of the University of Waterloo's Electrical Engineering program, John's career has involved vertical and provincial moves. Joining NCR in 1972 as a firmware engineer, 9 years of project management/development led him to an instructor's position at a college of technology in St. John's, Newfoundland. Returning to Ontario in 1983, John's employment included positions at Geac Computers, Semi-Tech Microelectronics and Canstar, in which his management skills and design expertise proved to be invaluable. Such experience equipped John with the confidence to operate as an independent management consultant since October of 1992. In this capacity, a key project has taken the form of assistance to a growing software company in the transition from a small to mid-sized organization. As a CITC director, John has represented the organization on several occasions, including the **Prosperity Initiatives Community Talks**, is a member of the Computer Software Sector Sub-Committee and is Chair of the High Tech Sector Sub-Committee. John, his wife Lorraine and their three daughters have made Aurora their home and are active members of the United Church.



Tom Luks - York Region Board of Education

Graduating from Waterloo Lutheran University with an honours degree in Geography, Tom began teaching the subject at the classroom level for the York Region Board of Education. Dedicated to this role of instruction for 15 years, Tom was rewarded with the position of vice-principal for a regional highschool and finally with his current position of Assistant Director for Adult and Continuing Education. His mandate includes program co-ordination and special project initiatives to which Tom brings a sensitivity to the needs of new Canadians, spawned by his immigration to Canada in 1950 from Estonia. Admittedly proactive, Tom is a member of an Advisory Committee on Technical Trades and Apprenticeship for Seneca College, is Past-Chair of the Continuing Education School Board Administration, participates in a life-long learning committee for the school board, and is a director of the CITC. He is devoted to the premise that adult needs, educational and otherwise, must be facilitated through programs offered both day and night. Proud of his 28 year marriage and daughter in university, Tom's other passions include travel, golf and horses.



Administrative Procedures for the Payment of Training

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As time marches forward, our committee is continuously perfecting the systems by which courses are purchased and administered. We have training plans, training statistics and even a course calendar which is distributed to all of the Canada Employment Centres in the City of North York and the Region of York.

As a result of our succinct and prudent procedures, our committee has been able to purchase more courses this year than in any other previous year. However, special problems have been created, when dealing with invoices submitted by our training delivery agents because policy dictates that we do not pay for empty seats. When confirming the invoices, we base our information on the forms which are sent to us by the training vendors (namely the 2270 documentation for unemployed students or the *Registration Forms for the Employed*) which are then entered into our student database.

In the particular software we use, we keep a record of every student who attends one of our courses. We record their name, address and phone number so that the task of sending them surveys is made easier. At the time of input it is also determined from which area the student comes: North York, York Region, Greater Toronto and Ontario and entered appropriately.

Starting in 1994/95, when geographic eligibility becomes an acceptance requirement, if permission was given to accept a student from outside our area then this is also recorded in the student's record. A new database is created for each fiscal year.

Since student eligibility is not the only item for which we check the invoices, we have also developed a database of all the courses purchased. This is a useful tool to keep statistics, to determine how much has been billed for each

course and how much has been received in administrative fees.

Occasionally an invoice will cause the total billing of a course to exceed the total contract price. When this happens a debit memo is sent to the training vendor and the amount is deducted from their next cheque. This database was developed in 1991/92 and has records of all the courses we have purchased since then.

It is also important to remember that if 2270's or *Registration Forms for the Employed* have not been received, then the students for that course do not show up in the database and it is impossible to pay for those seats until the information is submitted.

So far this year as a result of the above measures, we have been able to save several thousand dollars which we will reinvest in training for our communities.

by Debbie Modrovsky

1993 Labour Market Training Needs Survey for York Region

In May of 1993, a luncheon was held in North York to present the findings of two **Labour Market Training Needs Surveys (LMTNS)**. Conducted by Dun and Bradstreet Canada, through the sponsorship and organization of representatives from East Metro's Industrial Training Advisory Committee (EMITAC), the Canada Employment and Immigration Commission, the Regional Municipality of York and the Industrial Training Committee for North York and York Region (ITC for NY and YR), the presentation paid special attention to findings specific to Metro interests.

As a follow-up, survey sponsors organized a breakfast meeting on September 28, 1993. Held at the Howard Johnson's Hotel Aurora, said venue enabled constituents of York Region to access findings

specific to the Region of York.

ITC for NY and YR Co-Chair, *Bob Pritchard*, opened the event by paying homage to the fact that this was the first LMTNS ever conducted solely for York Region.

Donna Blea, Acting Manager of Community Liaison for the York Canada Employment Centre (CEC), brought greetings on behalf of *Marie Jennerich*, York CEC Manager. She stated that the survey had been successful in its intent to address changes in the economic climate of York Region. The Region has seen an increase in both population and skill shortages, and a 15 to 20 year continuance of this trend is predicted. Consequently, surveys such as the 1993 LMTNS for York Region will be the visioning tools of the future.

Representing *Peter Crichton*, Commissioner of Community and Social Services for the municipality, *Susan Taylor* indicated that the completion of the York Region survey coincided with the region's development of an Official Plan. Changes within the region's economic development and human services resources have forced regional representatives and constituents alike to examine the present and future status of the municipality. Information contained within documents such as the 1993 LMTNS for York Region will greatly assist this process.

Guest speaker *David Lyon*, Research Manager for Dun and Bradstreet Canada, highlighted the survey findings. He stressed that economic strategy can only be as

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Celebration of New Location



Several dignitaries, shown above, were present to officially open the ITC for NY and YR's new office location in Newmarket. Included in the grouping were, from left to right: John Colacci, ITC for NY and YR Labour Co-Chair; Michael Levstein, Employment Training Consultant, Human Resources and Labour Canada; Bob Pritchard, ITC for NY and YR Business Co-Chair; John Cole, MP; Charles Beer, MPP; and Terry Hesketh, Program Consultant, Community Relations, Ontario Training and Adjustment Board.

K. Collins photo

Although our Committee has occupied space at its new location since July of 1993, community projects and the daily workload spawned by our endeavours to meet labour market training needs within our communities of North York and York Region have kept us occupied.

Fortunately, October 20, 1993 afforded our staff, Board of Directors, community partners and counterparts, the opportunity to come together and formally celebrate our growth. The ITC for NY and YR is grateful for the support shown by the aforementioned individuals and organizations with regard to past and present activities.

Staged as an Open House, the afternoon included an official ribbon cutting ceremony, community awareness and fellowship.

Our committee is encouraged by the prospect that we will now have the physical space necessary to accommodate future partnering initiatives.

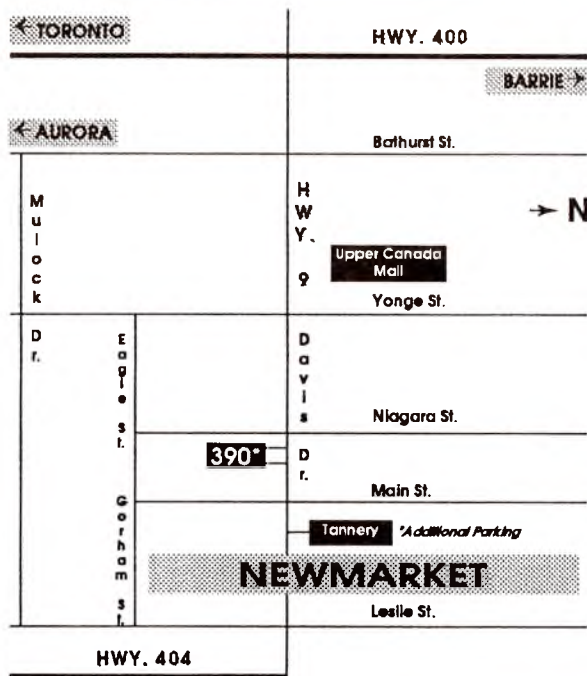
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1993 CITC Provincial Conference

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“Over 210 delegates in attendance!”

The Halton and Peel Industrial Training Advisory Committee (HAPITAC) played host to the 1993 Provincial Community Industrial Training Committee (CITC) Provincial Conference at the Burlington Holiday Inn, October 5, 6 and 7, 1993.

Over 210 delegates attended, representing the 57 CITCs, 22 Community Colleges, Federal and Provincial governments, as well as other partners involved in community-based training in Ontario.

Representing our CITC were *John Armstrong, Jack Agnew, Sabine Sonnemann and Kathryn Collins.*

Also present from our Board but acting as emissaries for their respective organizations were *Jim TerMarsch, Lillian Hughston and Marie Jennerich.*

The Conference was highlighted by:

- Fifteen skill and knowledge enhancing workshops and general sessions, the majority of which were prepared and presented by CITC staff members.

- A General Plenary Session, where updates on training issues and Ontario Training and Adjustment Board (OTAB) and Local Board developments were made by *Julyan Reid*, Assistant Deputy Minister, Human Resources and Labour Canada (HRLC, formerly CEIC); *Bruce Baldwin*, Director, Intergovernmental and Global Relations, Ontario

Ministry of Education and Training (MET); *Gerard Doquier*, Co-Chair, Canadian Labour Force Development Board; and *Tim Millard*, CEO (Interim) of OTAB.

“Final day activities included a plenary session with the four senior officials from the Federal and Provincial Governments, ultimately responsible for training and workforce adjustment in Ontario.”

- A Gala Award Banquet, where five awards were made to volunteers within the CITC movement: *John Douglas*, Brant Industrial Training Advisory Committee, Brantford; *Diane Gagner*, Kent Industrial Training Advisory Committee, Chatham; *Mike McNaughton*, Sudbury Industrial Training Advisory Committee, Sudbury; *Helen Tape*, Ottawa-Carleton Industrial Training Council, Ottawa; and *Paul Tavaszi*, Victoria County Training Council, Lindsay.

“Thursday night concluded the Conference with an awards gala, celebrating the efforts of five volunteers from among the fifty-seven CITCs across Ontario.”

At the end of the Awards Banquet, East Algoma CITC was named as the host of the 1994 CITC Provincial Conference. The conference will be held in Sudbury.

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The preceding report was prepared as a news release by the 1993 CITC Provincial Conference host HAPITAC.

Health Care Sub-Committee Fall Breakfast Meeting

On November 16, 1993, members of the Health Care Sub-Committee were invited by sub-committee Chair *Heather Brooks*, to attend a breakfast meeting.

Held in the boardroom of the Industrial Training Committee for North York and York Region's new office in Newmarket, the setting provided a cozy and relaxed atmosphere.

Guest speakers *Graham Constantine*, Executive Director of the York Region District Health Council, and *Lynelle Hamilton*, President of Lynelle A. Hamilton and Associates, were on hand to discuss regional health care trends and the standardization of provincial training standards for Health Care Aides and Home Support Workers.

The meeting provided an opportunity for sub-committee members to begin their evaluation of training needs for the 1994/95 fiscal year. A follow-up meeting scheduled for this January, will formally recognize course purchase recommendations for the health care sector.



Adventures in Science and Technology 1993

The success of the **Adventures In Science and Technology** camp project held in June of 1993, carried over into a campers' reunion/dinner on October 28, 1993.

That evening, the gymnasium at St. Roberts Catholic Highschool in Thornhill was filled to capacity with enthusiasm and excitement. Many of the grade seven participants had not seen each other since the completion of the camp. Consequently, each had an update of personal activities to share.

Project organizers and sponsors also functioned as an integral part of the reunion rewarded by the accomplishments of the campers and the community partnerships which had evolved.

A special component of the reunion involved the premiere of a fifteen minute video, produced by students from St. Roberts, about the camp. The video includes many candid moments in which the creativity

of the participants was tested.

Recognition for the merit inherent in the project was delivered by guest speaker, *Ulla Isaac*, Assistant Manager, Toronto District Apprenticeship Branch of the Ministry of Education and Training.



The revisiting of the project served to emphasize the importance of continuing education and the benefits achieved through exposure to non-traditional trades.

Moreover, the gathering encouraged participants and organizers alike to continue their communication.

Specific to the Industrial Training Committee for North York and York Region's mandate, was the opportunity to foster and strengthen community partnerships. Said unions have made projects such as **Adventures In Science and Technology 1993** a reality and would not have been possible otherwise.

Acting as hosts for **Adventures In Science and Technology 1994**, the York Region Board of Education will have a strong precedent on which to build. A meeting of the 1994 Management Team is hoped to be convened in the latter part of January, 1994.

1993 Labour Market Training Needs Survey for York Region

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good as its tactics, i.e. planning and flexibility. Consequently, the survey should be received as market information compiled for tactical planning purposes.

He continued his presentation by outlining survey objectives, parameters, interview process and database. In choosing to target industrial sectors whose current and future employment levels would most likely be affected by technological change, fifteen hundred York Region businesses were canvassed for input.

Six hundred and sixty two unique occupations were identified and an average of 2.5 employees per occupation was attained. A total of

two hundred and forty seven vacant positions were identified, complemented by hiring expectations of three to four percent for the next twenty four months.

Overall, modest optimism was apparent. Employers are content in their ability to select employees from a large pool of talent due to the high unemployment rate. A shared consensus dictated a need for in-depth, comprehensive and targeted training. Single new skills are being sought and are mostly task oriented.

In addition, a lack of critical life skills is apparent in the workforce and a return to basic literacy and numeracy instruction is sometimes necessitated.

Succinctly, identified training needs for York Region include: communication/interpersonal skills; accounting; customer service; computer technology and formal, long-term apprenticeship training.

It is important to note that the survey does not convey the total economic and employment picture of the region due to the selected targeting of industries. However, it does confirm that the labour market is experiencing huge constraints with little or no vacancies.

In order to address said climate, partnerships between community agencies, trainers, employers and employees will need to be fostered and strengthened.



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with our vendors but rather the uncertain political climate whose ramifications continue to be felt by all of our community partners. After all, it is people and their desire to work together for the benefit of the community who make partnerships possible, not political theorists, analysts or politicians!

Our provincial partners used to come from the Ministry of Skills Development (MSD), then they came from the Ministry of Education and Training (MET) and now they come from OTAB. Three name changes in one year! Thank goodness that Terry Hesketh has survived it all and continues to provide us with good services, no matter what his organization is called. As the poets would say "A rose by any other name would smell as sweet- or would it?"

Special thanks go to our CEC partners from the Canada Employment and Immigration Commission who underwent a similar metamorphosis and an election. The organization is now called Human Resources and Labour Canada. In particular we extend our appreciation to *Donna Blea, Marie Jennerich and Lillian Hughston* for being steadfast, honest, reliable and innovative as we work together as community partners for the benefit of our clients, in spite of the ever changing politics.

In order to assist our new directors through this organizational maze we conducted an **Orientation for New Directors** on November 1st. *Nigel Dearsley, John Colacci, Edward Nott, Tom Luks and Suzanne Brunelle* were able to avail themselves of the opportunity to become more effective directors.

Excellent training is being provided this year by five public and thirteen private vendors, of which twelve we have dealt with before, and six are first time trainers for us. In order to ensure smooth communications

among so many stakeholders in the training process, as well as quality training and administration of the whole, our CITC conducts vendor orientation sessions in co-operation with the CEC and the private training providers.

As an example of further outreach into our two enormous communities (700 sq. miles and a combined population of 1.2 million) I was asked to participate in and represent our CITC at the Strategic Planning Retreat for LIUNA Local 183 on Nov. 19, 20 and 21. Also participating in the process from our Board, but representing their respective organizations were *John Colacci and Lillian Hughston*. It was an invigorating experience and I was proud to be able to assist.

On a similar theme, I represented us at the annual conference of the Ontario Society for Training and Development (OSTD) on Nov. 29 and 30th in Toronto. I am pleased to report that even after six years in my present position, I came away from the conference feeling rejuvenated, enthusiastic and having made numerous contacts and learned much!

Two coincidental events will help us to serve a client group which before we had never been able to assist. One of our community partners referred a representative of the Alliance of Scientific Professionals of Toronto to us because their members desperately needed training in CAD/CAM but with a strong language component. They were unable to get assistance elsewhere.

The York Region Board of Education will be delivering this course for us in the new year. We are doubly pleased about this, because said Board has never been a training vendor for us and this hard working group will get the training it needs to succeed.

We have also been invited by the CEC to sit on the **Immigrant Language Advisory Group for York Region** in order to better facilitate the aforementioned course and other such training in the future. The committee consists of over twenty two members representing at least fifteen community organizations dealing with immigrants.

On a personal level, the highlight of this quarter for me came with the Open House held on October 20th. Over fifty of our friends (community partners) shared in the festivities. They shared our pride in providing the best of service to our clients in the most cost effective way.

The larger space in the new office allows us to engage in more partnership activities and diversify our services. We had actually turned away partnership activities last year because we had no space to house the "projects".

The ITC for NY and YR is alive, well and thriving thanks to our community partners, not just in our immediate communities but right across metro and Ontario.

by Sabine Sonnemann

OTAB/Local Board Update

The October 1993 edition of the Ontario Training and Adjustment Board's (OTAB) **Staff News**, announced that OTAB's Board of Directors had met on September 21 and 22, 1993. Gathering at OTAB's head office in Toronto, topics of discussion included the set-up of a new Crown Agency and the estab-

lishment of local boards. The Industrial Training Committee for North York and York Region will receive current information from guest speaker *Terry Hesketh*, Program Consultant, Community Relations for OTAB, at a meeting of their Board of Directors, scheduled for January 19, 1994.



Access to Apprenticeship Project (AAP) - Toronto District

During the period of October 1 to December 31, 1993, we have been successful in assisting the placement of 5 women into Apprenticeship positions. These positions are as follows: (2) Building Maintenance Mechanics; (1) Truck and Coach Mechanic; and (2) Motor Vehicle Mechanics. Also during this period 10 women found work in non-traditional positions which will provide them with the necessary skills to qualify for apprenticeship positions in the future. We also helped two journeyed female electricians to reenter the workforce into excellent employment in their field.

There has been a continual decrease in the number of apprentices being registered by the Apprenticeship Branch throughout Ontario. For example, in Toronto in 1989/90 there were 4,848 apprentices registered compared to 2,248 in 1992/93. As of October 21, 1993, the total number of registrations for 1993/94 is 1,214.

This decrease is in part the result of the significant impact of economic pressures on companies, making them adopt many strategies to reduce their overall costs. Many companies, in the manufacturing sector, are desperate for skilled machinists, systems analysts and electrical engineers. The lack of skilled workers means that companies fail to grow and prosper as quickly as they should, or choose to create jobs in other countries instead of at home. Most of the job advertisements, that have recently appeared in the major newspapers, require journeyed trades people with at least 5 years experience. It appears as though there is very little commitment on the part of employers to utilize the present apprenticeship system to create the skilled workers they need now and in the future.

Recently there have been numerous articles, in the *Globe & Mail's Report on Business*

Magazine (December, 1993 issue), and *Plant, Canada's Industrial Newspaper* (December 20, 1993 issue), about the efforts in establishing an apprenticeship training task force in the electrical/electronics sector by *William Waite*, President of Siemens Electric Ltd. This task force issued a report in April of 1993, concluding that

“development of an apprenticeship structure in the industry should be under the control of business and labour.”

They also identified, after surveying the training systems incorporated in collective bargaining agreements, “a number of job classifications which might lend themselves to a new apprenticeship model” and “identified alternative models for the delivery of apprenticeship training.” The issue of job security is of great importance to the labour groups in regards to the proposed improvements for apprenticeship programs. Waite agrees that this aspect of keeping apprentices during lay-offs is a tough sell. “If I had my way, I'd say that for the first two years, or more, apprentices should have job security. But that's an awkward position for the unions.

However, I believe that, in principle, they realize that skills and Canada's future go hand-in hand, and that, therefore, their future is on the line”.

A new report from the Canadian Labour Market and Productivity Centre (CLMPC) highlights one strategy aimed at improving Canada's education, training and use of its technical workforce. One of the recommendations calls for encouraging more women to get into technician and technologist occupations to make fuller use of Canada's human resources. It says that 53% of certified women technicians and technologists surveyed across Canada encountered gender bias in selecting a career, in getting a first job, or in moving up in their profession. Industry, labour and professional associations must recognize, says the CLMPC, that it is their responsibility to open doors for women in technical occupations and get rid of gender bias in training opportunities that are supported by industry.

Taking into consideration the above mentioned factors, the Access to Apprenticeship Project has its work cut out for it to place women, and other equity group members, into apprenticeship positions.

by Diane S. Brundage

On the Move!

Aside from her role as Agricultural Sub-Committee Chair for the Industrial Training Committee for North York and York Region, *Margaret Jordan* manages the York-Simcoe-Peel agricultural Employment Services unit in Newmarket.

Beginning as a small, rural organization, the operation has grown to service three regional areas. As such, workload, clientele and staffing needs have all increased. Recognizing this, Margaret success-

fully oversaw a re-location of the service to a larger, easily accessible location at 130 Davis Drive in Newmarket.

In celebration of this fait accompli, staff, constituents, community partners, government representatives and service users were invited to an Open House held on December 10, 1993. On hand for a ribbon cutting ceremony were MP *Karen Kraft Sloan* and *Bill Mendel*, Chair of the Local Agricultural Employment Board.



York Region Community Forum for Employment Training

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In an effort to begin the planning process for the commencement of the federal and provincial fiscal year on April 1, 1994, representatives from the York Management Area Canada Employment Centres, The Industrial Training Committee for North York and York Region and the Regional Municipality of York, organized the first ever **York Region Community Forum for Employment Training**.

Held Tuesday, December 14, 1993, the event was facilitated by *Rick Irvine*, a consultant with The Irvine Human Resources Group Inc., at the Sheraton Parkway Hotel in Richmond Hill. A tripartite goal was established, and as such, the agenda focused on the securing of community input, identification of training needs and an examination of current process and administrative practices. Close to 100 individuals accepted the invitation and arrived at the venue prepared to provide process input and share their critical opinions and industry knowledge.

In her welcoming remarks, *Donna Blea*, Acting Manager of Community Liaison for the York Management Area Canada Employment Centres, set the tone for a day of personable information exchange and introduced the organizing committee members and invited dignitaries.

The latter group included *Peter Crichton*, Commissioner of Community and Social Services for the Regional Municipality of York. Peter brought greetings from The Region and stated that the forum reflected shared intentions of the region's draft official plan. Specifically, he noted the document's attention to a human services plan in which the portion of the region's imported workforce (60%) is of great concern. Region officials hope to institute measures which will see a large reduction in this percentage.

Marie Jennerich, Manager of the York Canada Employment Centre, extended encouragement on behalf of Human Resources and Labour Canada. Marie referenced the identification of new knowledge bases spawned by industry advancements, and promoted the need for flexible training, lifelong learning and continuous planning.

In addition, she emphasized the fact that the training needs of the community always surpass the amount of available funding, and therefore, in order to be most cost effective, community partners must endeavour to creatively pool their resources.

The morning and afternoon sessions, were structured utilizing

the concept of working groups and as such, interaction and communication was easily facilitated.

Following each portion, the group came together as a whole to receive reports from speakers chosen from each of the groups. Although similarities were destined to arise, the broad representation in each of the groups ensured variances in feedback and discussion.

In January of 1994, the organizing committee will once again come together to receive a formalized report compiled by the facilitator and will finalize plans for a presentation of the information contained therein, for the month of February.



Selection, Tendering, Evaluation and Communication were selected by Forum organizers and the facilitating team, as being the most conducive for information extraction and exchange. Each attendee was provided an opportunity to share concerns and kudos on each of the topics, in formalized breakout sessions. The individuals shown above brought unique resources to their breakout session. Included are: standing, from left to right; Heather Greening, Employment Support Officer, York Support Services Network; Jim TerMarsch, Director of Government Programs, Seneca College; Donna Blea, Acting Manager of Community Liaison, York CEC; and Ken Withers, Director of College Relations, Radio College of Canada. Seated, from left to right: Larry Halk, Co-operative Education Consultant, York Region Separate School Board; Kathryn Collins, Administrative Assistant, ITC for NY and YR; and Michael Levstein, Employment Training Consultant, Human Resources and Labour Canada.

Stephanie Lake photo



York Region Community Forum for Employment Training



Crucial to the success of the December 14, 1993 Community Forum for Employment Training, was the widespread level of interest and attendance secured by the event.

Broad based and varied representation ensured that each of the breakout groups consisted of a blending of community interests. Training providers, brokers, business interests and government representatives were provided an opportunity to liaise directly with one another in a structured information exchange.

Shown in the upper left photo, Fred Dier, Director with the York Learning Centre (left) and John Santarossa, Co-ordinator of Economic Development Programs for the Town of Richmond Hill (right), listen intently as their breakout group examines one of the four targeted areas of discussion.



In the lower left photo, Joe Gagliardi, President of Diamond Management Institute (right), lends resources to the discussion within his group. Fellow attendees Tom Luks, Assistant Director of Continuing Education at the York Region Board of Education (left) and Ginny Arbuckle, Program Services Officer at the York Canada Employment Centre (middle), pay heed to the information and opinions expressed.

All input gleaned from the sessions will be compiled by the event facilitating team and a presentation of the findings will be scheduled for February.

Stephanie Lake photo

We Are Pleased to Present ...

... Ron Lacombe! Joining the staff of the Industrial Training Committee for North York and York Region for a contracted period of four months, Ron is a welcome addition.

Secured through the Records Management Program of Seneca College's Co-operative Education

Department, Ron's main responsibility will be to implement a formal records management system into an ever increasing filing workload. In addition, he will apply his skills in areas such as reception and data entry.

The increased level of activity and

community partnership experienced by our committee has also brought a need for even tighter record keeping in order to maintain project progress with limited staffing resources.

Ron's task then will provide a crucial foundation for future development.



Training Courses Purchased for 1993/1994

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<i>Courses for Unemployment Insurance Recipients</i>		
VENDOR	COURSE NAME	DATES (D/M/Y)
GBC	EPIA-Module 5 - Intro to Elec. Image Assembly	03/01/94 to 14/01/94
NYBE	MPS-Module 1 - Word Processing & Desktop	03/01/94 to 26/02/94
NYBE	MPS-Module 2 - Lotus 1-2-3	03/01/94 to 26/02/94
NYBE	MPS-Module 3 - MS/DOS	03/01/94 to 26/02/94
NYBE	MPS-Module 4 - Database Management	03/01/94 to 26/02/94
CLC	Entrepreneurial Skills Training	04/01/94 to 07/02/94
LIUNA	Highrise Forming, Basic Formwork	04/01/94 to 28/02/94
RETT	Microcomputer Accounting	04/01/94 to 31/01/94
LIUNA	Road Building	04/01/94 to 28/02/94
S-JN	Basic Electronic Repair Troubleshooting	10/01/94 to 24/03/94
CLC	Office Supervisory Skills	10/01/94 to 18/03/94
GBC	EPIA-Module 6 - Elec. Image Assembly Colour	17/01/94 to 21/01/94
OETIO	Mobile Crane Skills Updating	17/01/94 to 31/01/94
SBC	MPS-Module 1 - Word Processing & Desktop	17/01/94 to 07/02/94
NYBE	P C Administrative Assistant	17/01/94 to 25/03/94
SBC	Word Processing for the PC	17/01/94 to 07/02/94
GBC	EPIA-Module 7 - Intro to Printing Processes	24/01/94 to 28/01/94
CDI	Multichoice Microcomputer Applications	24/01/94 to 31/03/94
S-NH	Programmable Logic Controllers	24/01/94 to 11/03/94
RETT	WordPerfect	24/01/94 to 09/02/94
GBC	EPIA-Module 8 - Job Search & Work Placement	31/01/94 to 18/02/94
S-NM	Home Support Worker - Level II	31/01/94 to 04/03/94
OETIO	Mobile Crane Skills Updating	31/01/94 to 24/02/94
S-NH	CAD/CAM	07/02/94 to 01/04/94
RETT	Desktop Publishing	07/02/94 to 04/03/94
CDI	LAN Installation and Maintenance	07/02/94 to 15/04/94
RETT	P C Administrative Assistant	07/02/94 to 17/05/94
CARP	Suspended Access Equipment Training	07/02/94 to 11/02/94
CLC	Sales Marketing & Communication	08/02/94 to 30/03/94
SBC	MPS-Module 2 - Lotus 1-2-3	09/02/94 to 25/02/94
RETT	Lotus 1-2-3	10/02/94 to 28/02/94
DIAM	Customer Service	14/02/94 to 29/03/94
DIAM	Starting & Planning a Small Business	14/02/94 to 17/03/94
CARP	Suspended Access Equipment Training	14/02/94 to 18/02/94
FBDB	Personal Management	15/02/94 to 05/03/94
CAPS	Concepts & Practice in Palliative Care	21/02/94 to 04/03/94
CDI	LAN Installation and Maintenance	21/02/94 to 29/04/94
CARP	Suspended Access Equipment Training	21/02/94 to 25/02/94
DIAM	Industrial Sales	28/02/94 to 28/03/94
SBC	MPS-Module 3 - MS/DOS	28/02/94 to 11/03/94
SBC	MPS-Module 4 - Database Management	28/02/94 to 11/03/94
FBDB	Personal Management Program	28/02/94 to 19/03/94
CARP	Suspended Access Equipment Training	28/02/94 to 04/03/94
RETT	Desktop Publishing	01/03/94 to 17/03/94
OETIO	Mobile Crane Skills Updating	07/03/94 to 21/03/94
OETIO	Mobile Crane Skills Updating	07/03/94 to 21/03/94
RETT	Office Skills Program	07/03/94 to 29/06/94
NYBE	Microcomputer Business Applications	14/03/94 to 01/04/94
NYBE	Microcomputer Business Applications	14/03/94 to 01/04/94
NYBE	Word Processing for the MAC	14/03/94 to 18/03/94
RETT	dBase IV	21/03/94 to 08/04/94



Training Courses Purchased for 1993/1994

<i>Courses for the Employed</i>		
VENDOR	COURSE NAME	DATES (D/M/Y)
GBC	MMPI-Module 4 - Customer Service Mgmt.	04/01/94 to 28/01/94
CENT	Alternative Production Methods	07/01/94 to 24/01/94
NYBE	Microcomputer Elementary for the PC	08/01/94 to 26/03/94
FBDB	Profession of Selling Parts 1 & 2	10/01/94 to 30/03/94
OMAF	Preparing & Analyzing Farm Fin Stmts.	11/01/94 to 15/02/94
FBDB	Customer Service	12/01/94 to 09/02/94
CLC	Exporting Workshop	12/01/94 to 25/03/94
NYBE	Word Processing for the Mac	12/01/94 to 02/03/94
NYBE	Effective Communication Skills	17/01/94 to 07/03/94
OMAF	Basic Farm Welding	18/01/94 to 08/03/94
DIAM	Customer Service for the Retail Ind.	18/01/94 to 01/02/94
OMAF	Advanced Farm Welding	20/01/94 to 10/03/94
FBDB	Small Business Management Training	21/01/94 to 29/01/94
OMAF	People Building Skills	25/01/94 to 22/03/94
OMAF	Small Engine Repair	26/01/94 to 16/02/94
GBC	MMPI-Module 2 - Human Resources	04/02/94 to 04/03/94
FBDB	Small Business Management Training	11/02/94 to 19/02/94
OMAF	New Cropping Practices	14/02/94 to 18/03/94
CENT	Intro to Farm Computers	17/02/94 to 17/03/94
FBDB	Community Business Initiative	01/03/94 to 30/11/94
<i>Courses for the Unemployed (Unemployment Insurance Recipients Exempt)</i>		
VENDOR	COURSE NAME	DATES (D/M/Y)
S-NH	Basic Electronic Repair Troubleshooting	10/01/94 to 24/03/94
<i>Course Information and Registration</i>		
<p><i>Individuals seeking information regarding content and registration of courses for the employed and unemployed (Unemployment Insurance Recipients exempt), are encouraged to contact the vendor directly. A complete listing of each vendor, including abbreviated reference, full name, contact, and phone number appears below.</i></p>		
GBC	George Brown College	Christine Teal, 867-2211
CENT	Centralia College of Agricultural Technology	Ellie Cavanagh, 895-4519
NYBE	North York Board of Education	Susan Deschamps, 395-8429
FBDB	Federal Business Development Bank	Brian McGillivray, 954-6187
OMAF	Ontario Ministry of Agriculture and Food	Ellie Cavanagh, 895-4519
CLC	Computer Learning Centre	Bill Hutchison, 642-2938
DIAM	Diamond Management Institute	Joe Gagliardi, 427-1922
S-NH	Seneca College, Newnham Campus	Margaret Lim, 491-5050

