



## ECRA Advisory Council Minutes

**Date:** Tuesday March 3, 2015

**Location:** Teleconference

**Meeting:** Electrical Contractor Registration Agency (ECRA) Advisory Council

**Present:**

Fred Black	ECAO
Larry Allison	AMCTO
Louis Violo	OEL
Debra Mattina	AMCTO
Joe Kurpe	ECAO
Gary Oosterhof	OEL
John Buchanan	CAC
Sean Bell	UCAO
Diana Miles	ESA appointee
Brian Smith	ESA appointee

**ESA Staff:**

Normand Breton	ESA
Farrah Bourre	ESA
Shana Hole	ESA

15.02.01 **Motion to Renew Member Terms**

*MOTION to renew Sean Bell's Membership for another three year term by  
John Buchanan  
Seconded by Brian Smith  
All in Favour  
Carried*

15.02.02 **Motion to Form Discipline Guideline Working Group**

A number of structural options and quorum requirements for the formation of the Discipline Guideline Working Group were discussed. The Council settled on a five member working group, supported by three alternates.

The working group will meet monthly by teleconference, webinar or in person. Alternates will receive working group meeting minutes to ensure they are familiar with Working Group progress.

*MOTION to form a Discipline Guideline Working Group with one ECAO member, one OEL member, one UCAO member, and two non-contractor representatives, with quorum consisting of one OEL member, one ECAO member and one non-contractor representative by Joe Kurpe.  
Seconded by Brian Smith  
All in Favour  
Carried*

**Discipline Guide Working Group Members:**

Fred Black, ECAO  
Gary Oosterhof, OEL  
Sean Bell, UCAO  
Brian Smith, ESA  
Deb Mattina, AMCTO

**Alternates:**

Joe Kurpe, ECAO  
Louis Violo, OEL  
Diana Miles, ESA

15.02.03 **Dates for 2015 ECRA/ESA Licence Holder Meeting**

ESA suggested that it is more logistically feasible to switch the Fall License Holder Meeting locales to Mississauga in October and Belleville in November.

1. *MOTION to move Mississauga License Holder Meeting to October and Belleville License Holder Meeting to November by Debbie Mattina  
Seconded by Joe Kurpe  
All in Favour  
Approved*

**Adjournment**

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**End of ECRA Advisory Council Meeting**

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If there are any discrepancies to these minutes, please report them to Normand Breton by email.

**2015 Meetings:**

February 13 - Mississauga  
April 21 - Mississauga  
October 6-7 - Mississauga  
November 23-24 - Belleville