



MANITOBA INSTITUTE OF TRADES & TECHNOLOGY

GOVERNING BOARD MEETING MINUTES

MAY 26, 2020

ZOOM VIDEOCONFERENCE

3:30PM – 6:30PM

ITEM 1 CALL TO ORDER

A. Establishment of Quorum

Board members participated by video conference:	J. Fisher (Vice-Chair), R. Brown, A. Jenkyns, C. Payne, R. Hambley, B. Pooles
Staff in attendance:	R. Karasevich, M. Derro, P. Shonoski, J. Thorsteinson, J. Green
Regrets:	J. Schubert (Chair)
Visitors/Presenters:	J. Barley

Quorum was established and the meeting called to order at 3:32 p.m.

ITEM 2 CONSENT AGENDA BUSINESS

- A. Declaration of Conflicts
- B. Approval of Agenda
- C. Approval of Minutes of April 21, 2020
- D. Approval of Management Report
- E. Approval of Finance Report
- F. Board Correspondence – None

Motion #20/20 (B. Pooles, R. Brown)

“That the agenda, including consent agenda business, be approved as presented.”

CARRIED

ITEM 3 BUSINESS ARISING FROM THE MINUTES

None.

Initials: *JK* Chair *AS* Secretary-Treasurer

ITEM 4 COMMITTEE REPORTS

- A. Executive and Governance Committee Report
 - i. Policy Review
 - 1. B-7 Limits on Interaction with Staff
 - 2. B-8 Complaints to the Board or Individual Board Members

Motion #21/20 (A. Jenkins, C. Payne)

"That the board approve policies B-7 and B-8 as presented."

CARRIED

ITEM 5 NEW BUSINESS

- A. COVID-19 Updates
 - i. Financial Impact
 - ii. Government Relations
 - iii. MITT Re-Boot

Staff presented to the Board a summary of the various changes to the financial budget resulting from COVID-19. The Board was advised that the 2020-2021 Operational budget to be presented in June may need to be adjusted as program changes are expected in July/August and that a summer board meeting may be called for approval of a revised budget. Staff further reported that financial mitigation actions were implemented in the current fiscal year as well as in the planning of the 2020-2021 budget.

MITT has been able to access the Federal Work Share program and has actively lobbying the Federal Government for eligibility to the Wage Subsidy program. MITT continually works toward positioning itself as a retraining centre for the post COVID-19 era and to be able to capitalize on the anticipated federal infrastructure/capital stimulus funding.

Initials:  Chair  Secretary-Treasurer

MITT has received confirmation from the Provincial Government that there is a .05% increase in allocated funding for 2020-2021 and MITT recently received a letter directing it to implement the identified cost saving measures if we have not already done so. The Minister's office has indicated that secondary schools, including MITT, may be able to retain their identified savings. Other Post-Secondary Institutions (PSI's) received their budgetary reductions directives from the government while some PSI's did not see any reductions. MITT is continuing to take steps to maintain an open dialogue and relationship with Provincial and Federal Governments.

The Board received an overview of the four phases of what MITT operations levels will be as MITT returns to on campus activity. This colour coded visual of Green, Yellow, Orange and Red also includes the safety directives and guidelines of each category. The Board is advised that communication will continue at regular intervals which will include the planning of the return to campus and the imminent pre-screening safety measures that will be in place.

B. MITT/Pembina Trails School Division Dual Credit Access Agreement Summary (PTEC)

M. Derro presented to the Board the prospects of the 5-year dual credit agreement that collaborates with Tech MB, MITT and Pembina Trails School Division. Students will have access to leading edge technology that will allow virtual and tangible learning that can be achieved in the classroom as well as remotely. The Board reviewed the drafted classroom space designs that are constructed to be fluid, allowing for multiple configurations and classroom orientations that allows maximum usage of space.

The Board asked about risks to MITT with the new PTEC agreement. Staff has indicated that the risk to MITT is a shared cost risk with Pembina Trails and that there is currently a 1 year exit period that both parties are subject to.

Initials: *AD* Chair *PS* Secretary-Treasurer

CNTD...

Motion #22/20 (C. Payne, R. Brown)

“That the Board approve the proposed MITT- Pembina Trails Dual Credit Access Agreement starting July 1, 2020, and terminate on June 30, 2025 unless it is extended by the Board and direct that it be signed forthwith.”

CARRIED

C. Modified Advanced Manufacturing and Welding Lab Concept

J. Barley, MITT Director of Facilities and Capital Planning presented to the Board an advanced manufacturing and welding lap concept that would give MITT a new sustainable 64 bay welding shop, 3 new classrooms, offices, as well as a new microbulk gas storage tank farm. MITT would renovate the existing welding shop/classroom into an advanced manufacturing skills lab and would launch the new Manufacturing Production Technician program.

Motion #23/20 (R. Brown, C. Payne)

“That the Board approve in principle in the general concept for the expanded Advanced Manufacturing and Welding Lab and capital project.

CARRIED

ITEM 6 STRATEGIC/GENERATIVE GOVERNANCE DISCUSSION

None.

ITEM 7 AGENDA ITEMS FOR NEXT MEETING – June 23, 2020

- A. Final 2020-21 Budget approval for Province of Manitoba submission
- B. Board Evaluation
- C. Auditor Kick-Off

Initials:  Chair

 Secretary-Treasurer

CNTD...

ITEM 8 IN-CAMERA MEETING

A. President and CEO Annual Review

Motion #24/20 (J. Fisher)

"That the Governing Board meeting adjourn to committee of the whole (In-Camera) at 5:15 p.m."

CARRIED

Motion #25/20 (J. Fisher)

"That the Committee of the Whole (in-camera) rise and report at 6:00 p.m."

CARRIED

ITEM 9 TERMINATION

Motion #26/20 (J. Fisher)

"That the Governing Board meeting terminate at 6:00 p.m."

CARRIED

Upcoming Board Meetings:

June 23, 2020



Chair



Secretary-Treasurer

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Initials: *K* Chair *PS* Secretary-Treasurer

