



February 27, 2019

Roberta Ellis, Chair
Industry Training Authority
8th Floor-8100 Granville Avenue
Richmond, BC V6Y 3T6

Dear Ms. Roberta Ellis:

I would like to extend appreciation on behalf of Premier Horgan and the Executive Council for your dedication, and that of your board members, in serving the public interest. Crown agencies play a key role in delivering important services that benefit British Columbians in every region of our province.

Government's three priorities remain unchanged: make life more affordable, deliver the services people count on, and build a strong and sustainable economy that supports jobs throughout the province. Across government ministries and in strong partnership with Crown agencies, our emphasis is on raising the standard of living for all British Columbians, delivering quality programs and services that are practical and realistic in a B.C. context and in our fiscal environment, and judiciously managing affordability pressures – both for citizens and for our business community.

The Industry Training Authority is responsible for building a trades training system that provides students and apprentices with high quality skills to fully participate in B.C.'s growing economy.

Our government has also made important commitments to reconciliation with Indigenous Peoples, taking action against climate change, and working to ensure that our public service and public sector institutions are representative and inclusive of all our diverse society:

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- Government is adopting and implementing the United Nations Declaration of the Rights of Indigenous Peoples (UNDRIP), and the Calls to Action of the Truth and Reconciliation Commission (TRC), demonstrating our support for true and lasting reconciliation with Indigenous Peoples. All public sector organizations are expected to incorporate the UNDRIP and TRC within their specific mandate and context. Additionally, in May 2018, government released 10 Draft Principles to Guide the Province's Relationship with Indigenous Peoples, which serves as a guide for all public sector organizations as we continue to build relationships with Indigenous communities based on respect and recognition of inherent rights.
- While government has already taken steps towards achieving our legislated carbon reduction targets, much remains to be done. Our new climate strategy will outline significant GHG reduction measures in 2019/20 while supporting our program and service objectives through economic growth powered by clean, renewable energy, supported by technological innovation. Please ensure your organization's operations align with government's new climate plan.
- Over the coming fiscal year, I look forward to working with your leadership team to provide effective, citizen-centred governance, through strong public sector boards that represent the diversity of British Columbia. The Crown Agencies and Board Resourcing Office (CABRO) at the Ministry of Finance provides leadership for the appointment process to fill positions on the boards of Crown agencies. As your board is renewed over time, I encourage you to work with CABRO to actively seek out women, visible minorities, Indigenous Peoples, persons with disabilities, LGBTQ2S+ individuals, and others who may contribute to diversity to add to the CABRO candidate pool to fill open positions. My expectation is that candidates from all regions of our province will be invited to apply to help renew B.C.'s public sector boards, including individuals with a broad range of backgrounds in community, labour and business environments.

Having Canada's Digital Supercluster located in British Columbia creates an opportunity for industries, government ministries, crown agencies, public institutions and non-governmental organizations to collaborate in digital research and development projects. Should the Industry Training Authority intend to participate in or be a funding partner for Digital Supercluster projects, you are asked to work closely with the Ministry of Advanced Education and Skills Training staff to ensure that investments are aligned with Government's priorities and wherever possible, undertaken collectively with partner ministries and organizations. The Ministry of Advanced Education and Skills Training will work with the recently-established Deputy Minister's Committee on the Digital Supercluster to ensure that all projects are coordinated effectively across government.

As the Minister Responsible for the Industry Training Authority, I expect that you will make substantive progress on the following priorities and incorporate them in the goals, objectives and performance measures included in your Service Plan:

- Consistent with the goals outlined in ITA's 2019/20 Strategic Plan and Minister mandate letter to increase the participation of equity seeking groups in the skilled workforce, work closely with system partners to improve access to in-classroom and on-the-job training for women, indigenous people, and those in rural communities. Specific actions include, but are not limited to:
 - Develop system-wide policies and programs to further progress strong and innovative partnerships between industry, employers, Indigenous communities, and training providers to support more apprentices to complete their training and obtain their Certificate of Qualification;
 - Establish additional regional advisors and other programs and supports around the Province that meet the needs of women and Indigenous people in the trades; and
 - Support youth across British Columbia to gain exposure to trades careers and work experience programs and to continue on in apprenticeship training after graduation.
 - Partner with employers and trainers across the Province to develop policies and supports aimed at attracting and retaining more women into traditionally under-represented trades.
- Support government in achieving true and lasting reconciliation with Indigenous peoples by aligning ITA's policies and programs with the UNDRIP articles and the TRC Calls to Action. Specifically, but not limited to:
 - Develop and implement a plan to increase ITA's cultural awareness and competencies;
 - Co-develop with ITA's Indigenous Advisory Council a review of ITA policies and programs; and
 - Develop and implement an Indigenous Skills Training Plan based on input and guidance from ITA's Indigenous Advisory Council.

- Work closely with government to implement initiatives that will strengthen the effectiveness of the overall trades system in improving outcomes for apprentices, specifically the ITA will:
 - Support the implementation of effective apprentice ratios on public infrastructure projects;
 - Work with the Ministry to improve completion rates to develop the skilled labour force needed to support economic growth;
 - Provide evidentiary support for a government-led review of trades that could benefit from compulsory designation, including working with the Ministry on stakeholder engagement and related findings. For 2019/20, this work will focus on the criteria for compulsory designation, including non-service industry trades where there is high employer demand, the need for occupation-specific technical accuracy, and a requirement for responsiveness to technological advancements; and
 - Invest in initiatives to improve trades training service standards and systemwide performance reporting.

Each board member is required to sign the Mandate Letter to acknowledge government's direction to your organization. The Mandate Letter is to be posted publicly on your organization's website on Budget Day on February 19, 2019 to coincide with the release of your organization's service plan.

I look forward to ongoing collaboration with your Board as we work together to deliver improved service and better outcomes for British Columbians.

Respectfully,



Melanie Mark
Hli Haykwhl Wii Xsgaak
Minister

pc: Honourable John Horgan, Premier
Mr. Don Wright, Deputy Minister to the Premier and Cabinet Secretary
Ms. Lori Wanamaker, Deputy Minister of Finance
Ms. Heather Wood, Associate Deputy Minister and Secretary to Treasury Board
Ms. Shannon Baskerville, Deputy Minister of Advanced Education, Skills and Training
Mr. Andries Calitz, Director, Industry Training Authority
Mr. Robert Davis, Director, Industry Training Authority
Ms. Cynthia Oliver, Director, Industry Training Authority
Mr. Jonathan Whitworth, Director, Industry Training Authority
Mr. Laird Cronk, Director, Industry Training Authority
Ms. Lisa Langevin, Director, Industry Training Authority
Mr. Peter Baker, Director, Industry Training Authority
Mr. Thomas Nyce, Director, Industry Training Authority
Ms. Shelley Gray, Interim Chief Executive Officer, Industry Training Authority

Board Member	Signature
Roberta Ellis, Chair	
Andries Calitz, Director	
Robert Davis, Director	
Cynthia Oliver, Director	
Jonathan Whitworth, Director	
Laird Cronk, Director	
Lisa Langevin, Director	
Peter Baker, Director	
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