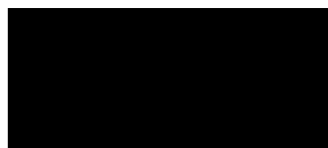


June 6, 2017



s.40(1)

Dear [REDACTED]: s.40(1)

Re: Your request for access to information under Part II of the *Access to Information and Protection of Privacy Act, 2015* [Our File #: AESL/017/2017]

On May 8, 2017 the Department of Advanced Education, Skills and Labour received your request for access to the following records/information:

“A copy of the following briefing materials:

- **Meeting with Human Resource Executives: IOCC**
- **Atlantic Attraction and Immigration Table 2017-18 Word Plan**
- **Target China 2017**
- **Federal Provincial/Territorial ADM call on immigration**
- **Industrial Accident involving Power Line Technician**
- **Update on the closure of Kiewit offshore Services**
- **Adult Literacy Strategy”**

I am pleased to inform you that your request for access to this information has been granted in part and the responsive records are attached. Access to the remaining records, and/or information contained within the records, has been refused in accordance with the following exceptions to disclosure, as specified in the *Access to Information and Protection of Privacy Act, 2015* (the act):

Section 27.(1) In this section, "cabinet record" means

- i. that portion of a record which contains information about the contents of a record within a class of information referred to in paragraphs (a) to (h).

Section 27.(2) The head of a public body shall refuse to disclose to an applicant

- a. a cabinet record

Section 29.(1) The head of a public body may refuse to disclose to an applicant information that would reveal

- a. advice, proposals, recommendations, analyses or policy options developed by or for a public body or minister;

Section 34.(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to

- a. harm the conduct by the government of the province of relations between that government and the following or their agencies:
 - i. the government of Canada or a province,
- b. reveal information received in confidence from a government, council or organization listed in paragraph (a) or their agencies.

Section 35.(1) The head of a public body may refuse to disclose to an applicant information which could reasonably be expected to disclose

- d. information, the disclosure of which could reasonably be expected to result in the premature disclosure of a proposal or project or in significant loss or gain to a third party;
- h. information, the disclosure of which could reasonably be expected to be injurious to the ability of the government of the province to manage the economy of the province.

Section 39.(1) The head of a public body shall refuse to disclose to an applicant information

- c. the disclosure of which could reasonably be expected to
 - iv. reveal information supplied to, or the report of, an arbitrator, mediator, labour relations officer or other person or body appointed to resolve or inquire into a labour relations dispute

Section 40.(1) The head of a public body shall refuse to disclose personal information to an applicant where the disclosure would be an unreasonable invasion of a third party's personal privacy.

Please note that the following pages have been redacted in their entirety in accordance with the following sections of the act:

Page(s)	Section(s)
10-13	29.(1)(a), 34.(1)(a)(i) and 34.(1)(b)
14-26	35.(1)(d)
34-35	27.(1)(i) and 27.(2)(a)

As required by subsection 8.(2) of the act, we have severed information that is excepted from disclosure and have provided you with as much information as possible.

Section 42 of the act provides that you may ask the Information and Privacy Commissioner to review this partial refusal of access or you may appeal the refusal to the Supreme Court Trial Division. A request to the Information and Privacy Commissioner shall be made in writing

within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner.

The address and contact information of the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
2 Canada Drive
P. O. Box 13004, Stn. A
St. John's, NL A1B 3V8

Telephone: (709) 729-6309
Facsimile: (709) 729-6500

In the event you wish to appeal to the Supreme Court, you must do so within 15 business days of the date of this letter. Section 52 of the act sets out the process to be followed when filing such an appeal.

Please be advised that responsive records will be published following a 72 hour period after the response is sent electronically to you or five days in the case where records are mailed to you. It is the goal to have the responsive records posted to the Completed Access Requests website within one day following the applicable period of time. Please note that requests for personal information will not be posted online.

If you have any further questions, please feel free to contact the undersigned at (709) 729-4276 or sharonseaward@gov.nl.ca.

Sincerely,



SHARON SEAWARD
ATIPP Coordinator

Attachment

Meeting Note
Department of Advanced Education, Skills and Labour
Meeting with Human Resource Executives
Iron Ore Company of Canada
March 28, 2017, 11:00a.m.
AESL Executive Boardroom

Attendees:

- Hon. Gerry Byrne, Minister of Advanced Education, Skills and Labour
- Ms. Genevieve Dooling, Deputy Minister
- Ms. Fiona Langor, Assistant Deputy Minister
- Ms. Yvonne Scott, Director of Labour Relations
- Ms. Candice Ennis-Williams, Director of Workforce Development
- Mr. Gordon MacGowan, Executive Assistant to Minister
- Mr. Maxime Savignac, VP Human Resources, Communications & External Relations, IOC
- Ms. Heather Bruce-Veitch, Director of Communications & External Relations, IOC

Purpose of Meeting:

- This meeting is at the request of IOC for the purposes of introducing its recently appointed VP of Human Resources and providing an update on the labour relations environment.

Background:

- IOC is Newfoundland and Labrador's largest private sector employer and employs about 1,700 employees. Employees are represented by the United Steelworkers' Union (USW).
- With the downturn in commodity prices, IOC implemented several worksite changes over the past two years to increase productivity and lower production costs. These changes were negatively received by the USW and the labour management relationship has been strained.
- In January 2015, the USW requested Government to appoint an Industrial Inquiry Commission to inquire into the state of labour relations at the work site. Government decided against such an appointment but did engage its Labour Relations Division to assess the relationship and offer appropriate services.
- A Senior Mediator initiated contact and held meetings with union representatives and the employer throughout February, March and April, 2015. The mediator assessed the labour management relationship and offered various facilitation services to help open the formal lines of communication between the parties to assist them in improving their relationship.

Section 39.(1)(c)(iv)

- [Redacted]

- Labour relations services were offered to the parties with both parties fully engaging in the initial consultation process. [Redacted]

[Redacted]

Section 39.(1)(c)(iv)

(3)

- In April 2015, IOC announced 150 layoffs effective June 14, 2015. The majority of employees affected were operator/maintainers. The labourer classification was also eliminated. Fifty-five of the layoffs (operator/maintainers) were cancelled in early June. All of the employees were recalled to provide summer relief in 2015 (excluding labourers).
- In November 2015, due to deterioration in the pellet market, IOC announced a reduction in the pellet plant operation from six operating lines to three. Employees were reassigned and no layoffs have occurred as a result of this reduction.
- In December 2015, IOC decided to delay their internal process for approval to start the development of the Wabush 3 project. The decision was deferred further in May 2016 pending a full review of the company's performance. That decision was based on a number of factors including lower cash generation, shortfall in production and failure to ship the quantity and quality of ore to customers as scheduled. At the time, the shareholders and lenders had expressed concern with the company's ability to reach its production potential and the ability to deliver Wabush 3.
- In July 2016, IOC announced that, due to safety and production shortfalls, it had decided to delay further expenditure on Wabush 3, allowing for a full operational focus to deliver on safe production at the right cost. The USW reported that there had been some close calls due to forced overtime imposed by the company, indicating workers were "burnt out".
- That same month, IOC and the USW signed a Memorandum of Agreement (MOA) to allow for hiring of a temporary workforce, on a trial basis, for a six month period with the option of extending if both parties agreed. The *Temporary Workforce Agreement's* main objective was to reduce scheduled overtime for regular employees by providing flexibility in covering shortfalls, vacation relief and unplanned absenteeism. The Agreement resulted in local people being employed on a temporary basis and met the objective of reducing overtime and the use of contractors. In February 2017, the Agreement was extended for the duration of the current collective agreement which expires on February 2, 2018. There is no provision in the current collective agreement for the use of temporary workers.
- Following the MOA signing, IOC reviewed its labour force requirements and committed to fill 60 full-time operations and maintenance positions. A recruitment campaign was initiated for those 60 positions as well as some vacancies in the temporary pool.
- In late 2016, Clayton Walker was appointed as President and CEO of IOC, replacing Kelly Saunders. There has been a renewed emphasis on employee and stakeholder engagement.
- Project Reset, a program designed to reduce costs by targeting lower cost service and supply contracts, reduced use of contractors and smarter use of services and goods with a savings target of \$90 million, was launched in 2015. A final review of savings achieved was revised in February 2017 and 99.8 per cent of the goal was realized.
- On February 23, 2017, IOC announced that it was proceeding with the Wabush 3 project with an investment of \$79 million. Wabush 3 will be developed within the existing mine operations to extend the mine's life, reduce operating costs and increase quality grade iron ore concentrate and pellets production. First ore is expected in the second half of 2018, increasing capacity from 18 million tonnes to 23 million tons.

Agenda item #1- Labour Relations Environment

- To respond to the downturn in commodity prices, IOC has made worksite changes to increase productivity and lower production costs. USW negatively responded to these changes and the labour management relationship became very strained. IOC will provide an update on the current status on this relationship.

Analysis

Section 39.(1)(c)(iv)

- [Redacted]

- The Workforce Development, Labour and Immigration Branch became engaged in the current issues in November 2014 when the Minister and the local MHA met with the USW to discuss the poor state of labour relations at the worksite. [Redacted]

- [Redacted]

- The services of the Labour Relations Division were offered to the parties with both parties fully engaging in the consultation process. [Redacted]

Section 39.(1)(c)(iv)

- [Redacted]

- [Redacted]

Section 39.(1)(c)(iv)

- This approach contributed to the development of the temporary workforce proposal in the spring 2016, which has been now extended for the duration of the current agreement and has resulted in 60 full-time, temporary positions being created. It has also resulted in less overtime being required and fewer contractors being utilized. ✓

Section 39.(1)(c)(iv)

- [Redacted]

- The recent appointment of Clayton Walker as President and CEO has resulted in increased union/employee engagement. [Redacted]

Section 39.(1)(c)(iv)

- [Redacted]

Potential Speaking Points

Section 39.(1)(c)(iv)

- The continued long term viability of the mine is extremely important to employees, the union and IOC. All stakeholders need to continue to work together to achieve sustainability.
- It is important to continue to build upon the progress to date. As such, I encourage continued dialogue at every level of both organizations to ensure all avenues are being

✓

explored in order to address concerns and provide opportunities for continued improvement of the labour management relationship.

- I am hopeful that together IOC and the USW will be able to continue to focus on making progress in your relationship recognizing the shared interest in success.
- We remain available to provide whatever labour relations services are necessary to assist the parties with their labour management relationship.

Proposed Actions

- AESL will continue to monitor the labour management relationship and will remain available to provide any services that may be of assistance.

Agenda item #2 – Upcoming Collective Bargaining

- The collective agreement between IOC and the USW will expire on February 2, 2018. The collective agreement, achieved in 2012, was the first one in three successive rounds of bargaining to be concluded without a labour dispute.

Analysis

- Collective bargaining between IOC and the USW has historically proved lengthy and challenging.
- Conciliation services of the Labour Relations Division have always been utilized by the parties during their negotiating process. The most recent labour disputes occurred in 2004 and 2007 which lasted 10 weeks and six weeks respectively.
- With the assistance of a conciliation officer, the parties concluded an agreement in 2012 without job action.

• [REDACTED]

Potential Speaking Points

Section 29.(1)(a)

- It is hoped that the improvements being achieved in the labour management relationship will contribute to a successful round of collective bargaining.
- I am aware that the parties have historically availed of the conciliation services provided by this Department and those services remain available should you require them in the upcoming round of bargaining.

Proposed Actions

- Upon request, conciliation services will be provided to assist the parties.

Agenda item #3 - Departmental Priorities

- IOC is interested learning of AESL's priorities with respect to labour and the workforce.

Analysis

- Consistent with its mandate, AESL is focused on building a highly educated and skilled workforce, a strong labour supply and a positive labour relations environment.

- AESL regularly works with employers and industry groups to identify labour market needs and help them navigate through the various training and skills development supports available to meet their workforce requirements.
- AESL will soon commence the development of a comprehensive human resource plan. This plan will be premised on several measures to enhance planning and to improve information sharing, including undertaking labour market analysis work to forecast upcoming job opportunities, collaborating with sector associations and industry groups to better understand and respond to labour market needs, and developing new labour market information and products.

Potential Speaking Points

- A skilled labour force is crucial to growing our economy and ensuring long-term sustainability. We will continue to work with employers and industry groups to identify opportunities throughout the province to build upon current and forecasted labour and workforce requirements.
- I welcome continued collaboration between IOC and our public post-secondary institutions to ensure available programs, courses, and graduate development prospects meet your company's changing needs.
- As IOC continues to modernize assets and its operating model, we look forward to expanded opportunities to work together to develop more responsive approaches to changing workforce demands, including the exploration of enhanced LMI products and innovative workforce development and training approaches.

Proposed Actions

- AESL will continue to collaborate with IOC to support a strengthened workforce.

Prepared/Approved by:
Ministerial Approval:

Y. Scott/C. Ennis-Williams/F. Langor
Received from Hon. Gerry Byrne

Handwritten signature: J. Ennis-Williams

March 23, 2017

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**Decision/Direction Note
Department of Advanced Education and Skills**

Title: Atlantic Attraction and Immigration Table 2017-18 Work Plan

Decision/Direction Required:

- Approval is required to endorse the Atlantic Attraction and Immigration Table Work Plan for the 2017-18 fiscal year.

Background and Current Status:

- Atlantic provinces originally established the Atlantic Population Table Memorandum of Understanding (MOU), to increase coordination and collaboration on immigrant attraction and retention initiatives. Following the expiration of the MOU in 2012, the Atlantic Workforce Partnership adopted the work of the Atlantic Population Table by establishing the Atlantic Attraction and Immigration Table (AAIT). NB has been the AAIT lead province since 2012, and is currently seeking a new chair to lead the working group.
- The objectives of the AAIT include promotion of Canada's East Coast as an immigrant destination of choice; attraction and recruitment of more skilled workers, Francophone immigrants, and business immigrants, as well as secondary migrants; targeting temporary foreign workers and international students already in the region; support to employers in navigating and utilizing the immigration system to recruit workers to meet their labour needs; and Atlantic positioning on immigration policy at FPT tables and with the Federal Government.
- Each year, AAIT members develop a work plan to guide collaboration between the four provinces. The work plan highlights shared priority areas, activities, outcomes, and measures on immigrant attraction and retention efforts. Section 34.(1)(a)(i)
- The 2017-18 draft work plan [REDACTED] Each of the priority areas have associated activities which will require collaboration between all four provinces. Section 29.(1)(a)

Analysis:

- [REDACTED]
- [REDACTED]

(Handwritten mark)

- The recently approved travel for the Department of Advanced Education, Skills and Labour (AESL) officials to the Canada's East Coast immigration event in the UK resulted in expenditures of approximately \$15,500, and five days of staff time for two officials, from the 2016-17 fiscal year budget.
- Commitments in *TWFI* will require the Office of Immigration and Multiculturalism (OIM) to increase participation in international recruitment and immigration events. In fulfillment of this commitment, OIM has budgeted \$38,000 to attend up to five immigration fairs in 2017-18, which includes attending Newfoundland and Labrador expatriate recruitment missions. These events would be staffed by two AESL officials. ✓
- Since 2007, AESL officials have attended 28 immigration recruitment events. Officials have generally attended two international recruitment events per year. Seven of the 28 immigration recruitment events attended by AESL officials were Francophone recruitment missions. In 2015, *Federation Francophone de Terre-Neuve-et-du-Labrador* participated in Francophone immigration recruitment fairs on behalf of OIM.

Section 29 (1)(a)

• [REDACTED]

- *TWFI* approach to immigration commits Government to participating in additional national and international immigration recruitment events. *TWFI* also commits Government to increasing its focus on Francophone immigration and retention, by earmarking up to 50 Provincial Nominee Program (PNP) nominations for Francophone immigrants. ✓

Section 29 (1)(a)

• [REDACTED]

• [REDACTED]

• [REDACTED]

• [REDACTED]

Section 34 (1)(a)(i)

(S)

Section 34.(1)(a)(i)

[Redacted]

[Redacted]

- OIM officials are currently developing a provincial immigration recruitment calendar, which may include participation in Atlantic immigration events, as well as other recruitment events AESL would deem appropriate for attracting immigrants and expatriates to Newfoundland and Labrador. The provincial immigration recruitment calendar could include

Section 29.(1)(a)

[Redacted]

- Other work plan priorities effectively respond to additional actions identified in *TWFI*. In addition, the work plan proposes taking part in pan-Canadian recruitment and repatriation missions, which support Government commitments in *TWFI*.

Section 29.(1)(a)

[Redacted]

Alternatives:

Section 34.(1)(a)(i)

Option 1: Approve the draft AAIT Work Plan 2017-18 (Recommended)

Advantages:

- Reaffirms Newfoundland and Labrador's commitment to work with the other Atlantic Provinces to more readily address demographic challenges and advance initiatives to attract immigrants to the region.
- Activities undertaken in the AAIT work plan will assist in advancing the goals of *TWFI*.
- Funding has been budgeted for implementing *TWFI* priorities of increased recruitment and immigrant attraction and retention.

- Adopting the work plan will support AESL's efforts to develop a predictable international recruitment schedule, which could support employers in their plans to participate or promote employment opportunities at international recruitment events.

Disadvantages:

- Commitment to this draft work plan will require both staffing and financial investments.

Option 2: Do not approve the Draft AAIT Work Plan 2017-2018 (Not Recommended)

Advantages:

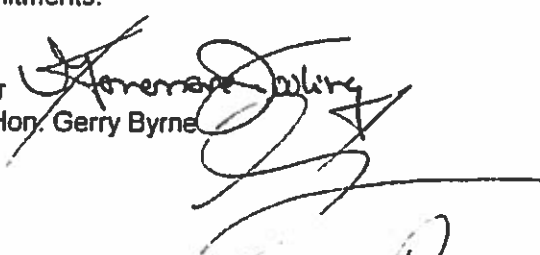
- The OIM will realize cost savings as a result of not supporting the draft work plan; savings could be redirected to other initiatives outlined in *TWFI*.

Disadvantages:

- Newfoundland and Labrador would not participate in the immigration recruitment activities of the Atlantic Workforce Partnership.
- Availing of opportunities to help address demographic challenges and advance initiatives to advance public immigration commitments will become further challenging.
- Not adopting the work plan could weaken regional efforts on international recruitment.
- Newfoundland and Labrador will not draw from the advantages of sharing best practices with other Atlantic provinces, which could assist in positive outcomes of both the Atlantic Immigration Strategy, and the *TWFI* commitments.

Prepared/Approved by:
Ministerial Approval:

R. Cej/F. Langor
Received from Hon. Gerry Byrne



March 30, 2017

I concur with
R. Cej/F. Langor
G.

Information Note
Department of Advanced Education, Skills and Labour

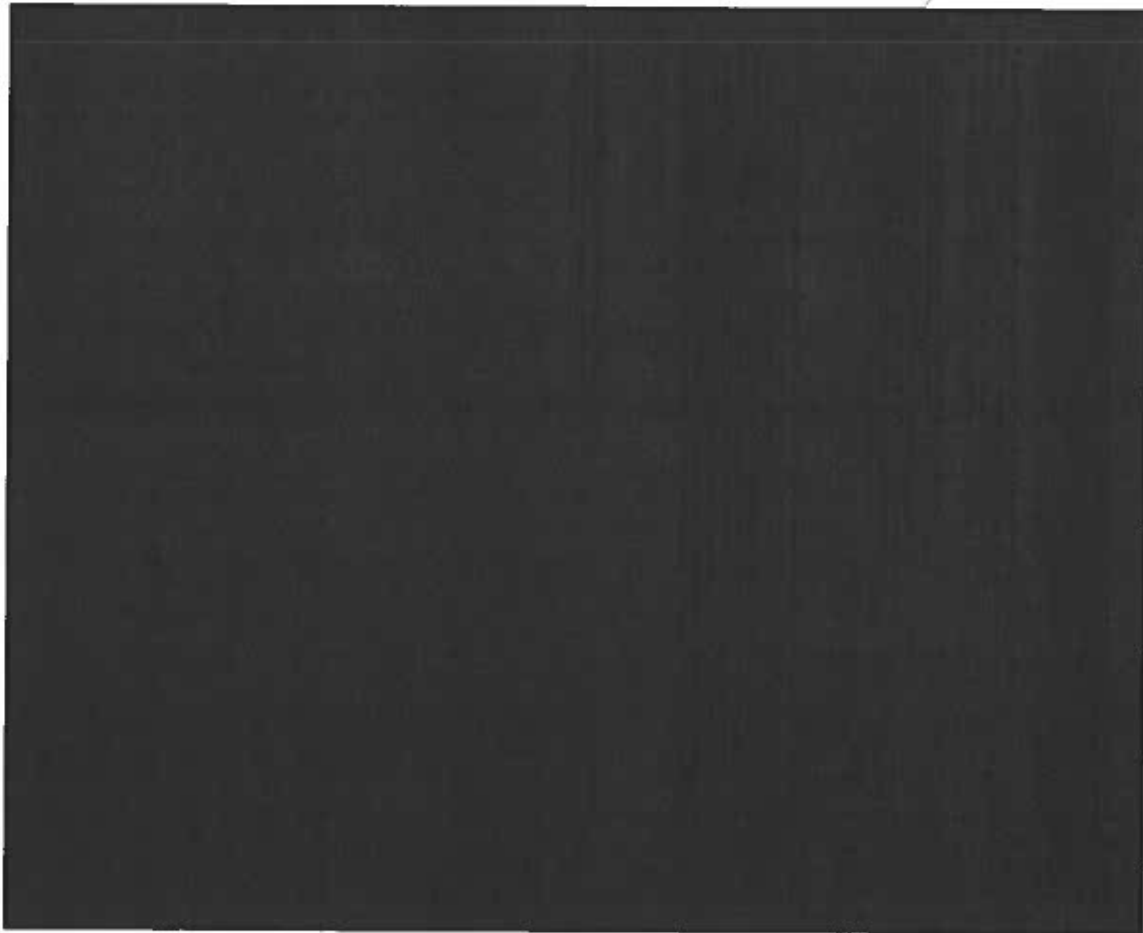
Title: Federal-Provincial/Territorial Assistant Deputy Ministers' Call on Immigration

Issue: Federal-Provincial/Territorial (FPT) Assistant Deputy Ministers (ADMs) Responsible for Immigration held a call on March 2, 2017 to provide information on cross-border asylum seekers in Canada. This note provides a summary of the call.

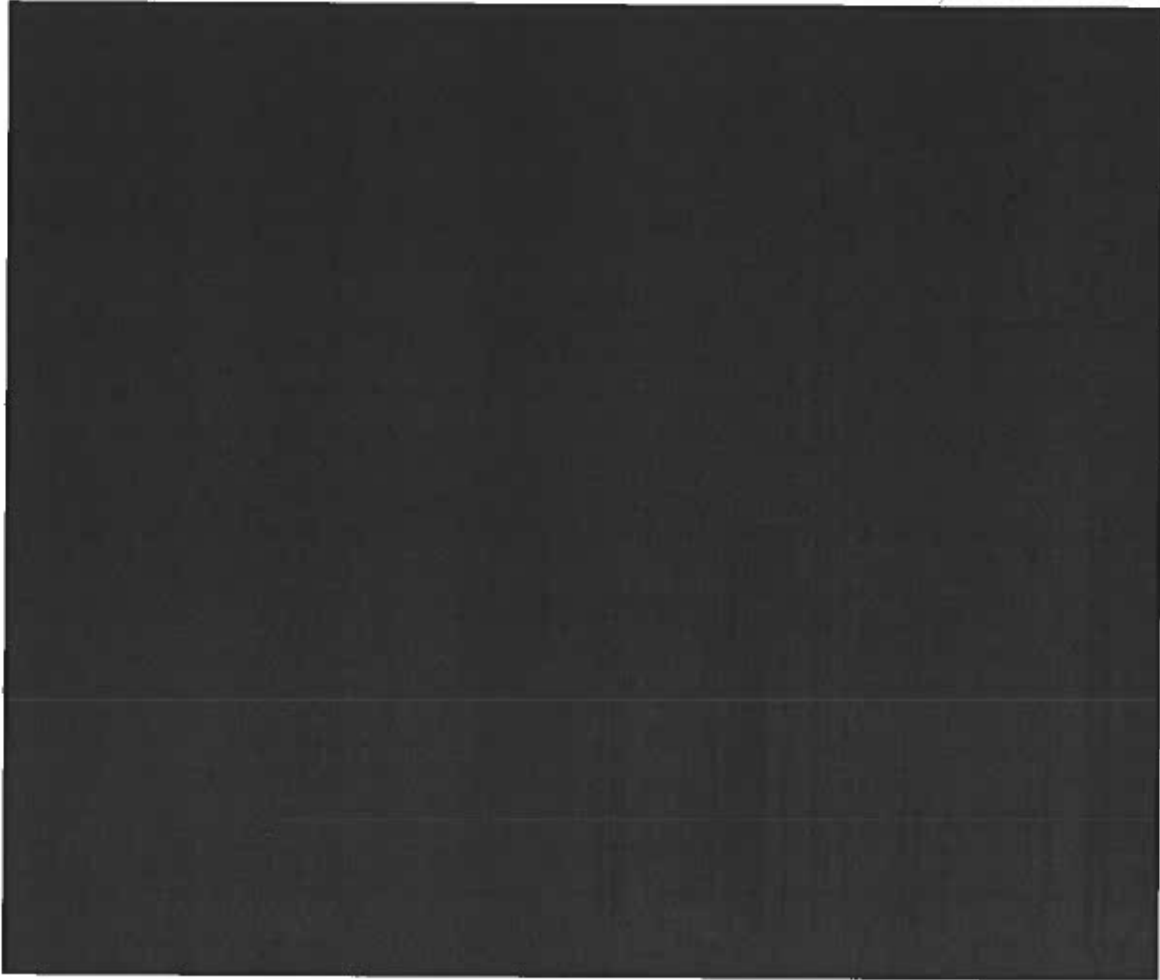
Background and Current Status:

- The call was organized to provide a summary of recent cross-border asylum seekers due in part as a result of recent immigration-related policy decisions the United States government has taken in recent weeks. The call was chaired by MB (Ben Rempel) and the Federal Government (Paul McKinnon) of Immigration, Refugees and Citizenship Canada (IRCC). Canada Border Services Agency (CBSA) officials were also on the call, and all jurisdictions except NU were represented.
- IRCC noted that the impacts of cross-border asylum seekers were being felt most acutely in QC, MB and BC. ON is seeing lower levels of asylum seekers, likely due to lakes and other geographic barriers along its US border. ✓

Section 34.(1)(a)(i) & 34.(1)(b)



①



Action Being Taken:

- Federal officials noted they would share the information discussed on the call with PTs after it has been provided to the Federal Minister, and would look to establish a process to share this type of data and information on a regular basis.
- Office of Immigration and Multiculturalism officials will continue to monitor developments on this issue and advise as appropriate.

Prepared/Approved by:
Ministerial Approval:

S. St Pierre/R.Cej/F. Langor
Received from Hon. Gerry Byrne

A handwritten signature in black ink, appearing to read "Hon. Gerry Byrne", is written over the printed name.

March 13, 2017

A large, stylized handwritten signature in black ink, possibly reading "S. St Pierre", is written below the printed name and date.

Information Note
Department of Advanced Education, Skills and Labour

Title: Industrial accident involving a Power Line Technician

Issue: The Apprenticeship and Trades Certification Division (ATCD) was recently contacted by the Occupational Health and Safety Division of Service NL regarding the fatality of a Power Line Technician. This note provides an update as requested by the Deputy Minister.

Background and Current Status:

- On January 16, 2017, a Power Line Technician was fatality injured on the job site. On February 8, 2017, the Occupational Health and Safety (OHS) Division of Service NL contacted the Director of ATCD to inquire on the apprenticeship status of the employee fatality injured as well as another employee involved in the industrial accident.
- Prior to contacting the Director, OHS contacted divisional employees responsible for the Power Line Technician trade and general information was provided.

Analysis:

Section 40.(1)

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Action Being Taken:

- Upon receipt of the above-noted information, Service NL confirmed that no further information was required from ATCD for the investigation into the fatality.

Prepared/Approved by: S. Bishop/ B. Gardiner
Ministerial Approval: Received from Hon. Gerry Byrne

February 16, 2017

Information Note
Department of Advanced Education, Skills and Labour

Title: Update on the Closure of Kiewit Offshore Services Marystown

Issue: Supporting individuals impacted by the closure of Kiewit Offshore Services Marystown.

Background and Current Status:

- Kiewit is a global, privately owned company offering services in a variety of markets and sectors including: mining; oil, gas and chemicals; transportation; and water/wastewater with offices throughout the US, Canada, and Australia.
- Kiewit has had a presence in the province for many years and has been involved in a range of projects including; Hibernia, Voisey's Bay Mine, White Rose, Terra Nova, Vale Long Harbour Processing Plant, the Provincial Vessel Replacement Strategy, and Hebron.
- Kiewit currently has two corporate offices in Newfoundland and Labrador (NL): Peter Kiewit Infrastructure Co. located in St. John's and Kiewit Offshore Services (KOS) located in Marystown. Kiewit also has joint-venture offices in St. John's, Bull Arm, Long Harbour, and Happy Valley-Goose Bay.
- KOS undertakes rig upgrades and servicing, industrial fabrication (both onshore and offshore) and overall marine shipbuilding and repair.
- In 2013, KOS was awarded the contract for the engineering and fabrication of the 3,200 tonne Hebron Drilling Support Module (DSM), which was fabricated in Marystown at the Cow Head facility.
- In December 2015, KOS completed the Hebron DSM at the Cow Head facility. The 3,200 tonne DSM is the largest single module to be completed in the province and at peak, employed over 1,000 workers. It is estimated that approximately 800 of these workers were Newfoundland and Labradorians. At the end of May 2016, the facility closed its doors.

Analysis:

- The Advanced Education, Skills and Labour (AESL) Marystown Employment Centre advises they are currently working with 82 clients who were previously employed at the facility. A number of individuals have been assisted with resume and job search assistance, as well as Skills Development, Labour Market Development Agreement (LMDA) funding.
- It was identified in AESL BN-2016-0235, dated May 5, 2016, that there may be employment opportunities for individuals at the St. Lawrence Fluorspar mine, as well as the Grieg Seafarms Aquaculture Project. These projects have not yet commenced.
- There have been a number of recent inquiries to government related to this file:
 - December 2016 - Unifor made a request to the Federal Government to review its policy on the extension of Employment Insurance (EI) benefits for workers displaced due to low oil prices. Unifor has not received word on this request to date.
 - February 3, 2017 - Minister Judy Foote reached out to her counterpart in the Federal Department of Families, Children and Social Development around programming to

support short-term training for displaced Marystown Shipyard workers whose EI has recently run out and are looking for work.

- o February 7, 2017 - Employment and Social Development Canada (ESDC) program staff reached out to Service Canada, Atlantic as well to AESL Employment and Training Programs Division (ETP), for an update on the Marystown Shipyard workers' uptake of LMDA supports to date.
- o February 9, 2017 - Rick Farrell, President of Unifor, MWF Local 20, contacted AESL Minister's Office advising that their members' EI has run out, and inquiring if AESL could support workers with upgrading skills or re-training. Mr. Farrell has also reached out to MHA, Mark Browne and MP, Judy Foote.
- o February 9, 2017 - Lana Payne, Atlantic Regional Director, Unifor, reached out to AESL (ETP) to request a meeting to discuss potential retraining opportunities and/or projects to help Marystown Shipyard workers.

Action Being Taken:

- On February 22, 2017 AESL's Director of ETP, Director of Workforce Development, and Manager of Strategic Initiatives met with Lana Payne, and members of Unifor Local 20; Rick Farrell, John Farrell, and Brian Murphy. Discussions included; Section 35.(1)(d)
 - o Current status of Kiewit Marystown facility, including both shipyard and fabrication yard. The shipyard has not operated in a number of years [REDACTED]. The Fabrication yard has been inactive since December 2015. [REDACTED] Section 35.(1)(d)
 - o The general profile of Unifor Local 20 members including age, gender and skills levels. There are currently 343 members with seniority – 174 of these workers are over the age of 55. Only 20 workers are female. Section 35.(1)(d)
 - o Overview of the types of training programs which would support members in preparing for upcoming employment opportunities. A number of training areas were identified in preparing for potential upcoming work [REDACTED] such as; safety, welding, paint, architectural/joiner/insulation, and steel.
 - o Short-term employment creation projects to assist in bridging members to longer-term employment opportunities. Job Creation Partnerships (JCP) and Community Employment Enhancement Program (CEEP) projects were identified as potential solutions. Unifor Local 20 will encourage community proponents to initiate proposals to access these supports.
 - o Distribution of an employee survey to Unifor Local 20 members to capture current demographic information and skills levels. This information will assist AESL in planning for provision of the necessary employment and training supports. AESL provided the survey to Unifor Local 20 on February 23, 2017 for distribution to its members.
- AESL will work with Unifor Local 20 and appropriate training providers to develop a training plan, identifying short-term and longer-term training opportunities and offerings.
- AESL will consult with the Department of Municipal Affairs around the availability and timing of CEEP supports.

Prepared/Approved by:
Ministerial Approval:

J. Meadus/C. Ennis-Williams/F. Langor
Received from Hon. Gerry Byrne

[Handwritten signatures]

February 27, 2017

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Information Note
Department of Advanced Education, Skills and Labour

Title: Adult Literacy Strategy

Issue: This note provides an update on work toward an Adult Literacy Strategy.

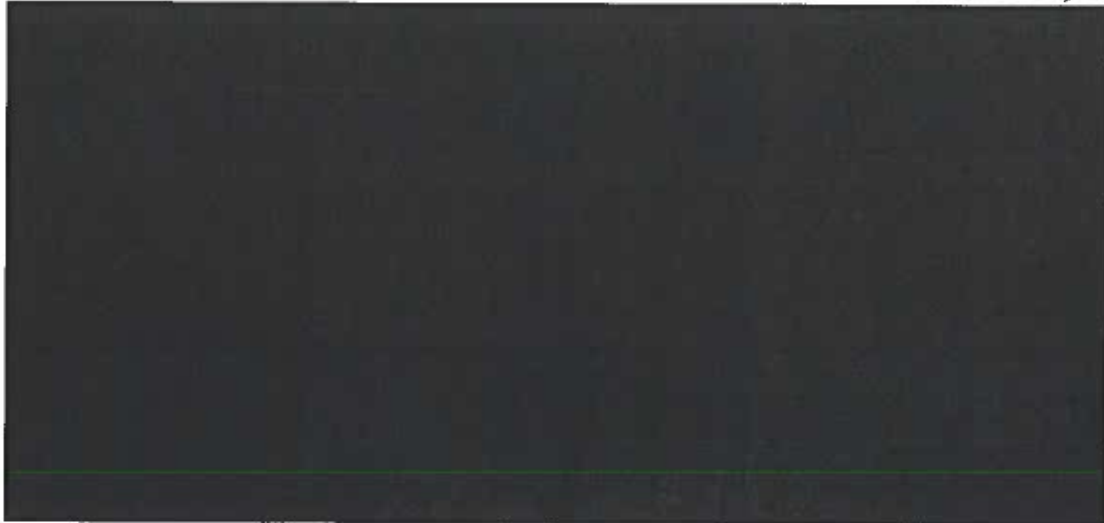
Background and Current Status:

- The 2015 provincial Liberal Party platform, *A Stronger Tomorrow: Our Five Point Plan*, and the Minister's mandate letter commit to developing an adult literacy strategy.
- The Programme for the International Assessment of Adult Competencies (PIAAC) survey is a computer-based, international literacy assessment for adults ages 16-65 years of age. It measures literacy, numeracy and problem-solving skills in a technology-rich environment (PS-TRE) and provides detailed information on education and training, job characteristics, use of skills at home and at work and socio-demographic characteristics.
- In October 2013, based on 2011-12 data collection, provincial PIAAC scores were among the lowest in Canada. Average scores for literacy and numeracy (265 and 252 out of 500, respectively) were below the Canadian average and third from the bottom of all provinces and territories and a lower number of NL participants placed at high proficiency levels in PS-TRE (28 per cent) compared to Canada as a whole (36 per cent).
- PIAAC and other literacy surveys reveal a strong correlation between education levels and literacy proficiency as individuals with higher levels of education have higher levels of literacy proficiency. Individuals with less than high school achievement have lower average literacy scores than individuals at all other levels of education.

Analysis:

- In Newfoundland and Labrador, high school completion is generally accepted as the minimum entrance requirement for post-secondary programs and entry level jobs. The Provincial Government Adult Basic Education (ABE) program is one of two provincial programs that provide high school equivalency. General Education Development testing administered through the Department of Education and Early Childhood Development is the other high school equivalency program.

Section 27.(1)(i) and 27.(2)(a)



[Redacted]

- Given the current fiscal environment [Redacted] an adult literacy strategy would need to articulate specific, measurable, and realistic goals. Increasing adult high school achievement will help improve literacy skills and provide a credential facilitating the pursuit of post-secondary education and employment. [Redacted] Section 35.(1)(h)

Section 29.(1)(a)

- A new adult literacy strategy focused on improving high school achievement would complement workplace skills training programs currently supported by the Department:
 - Labour Market Partnerships: Supports employers, employees and communities to develop and implement labour market strategies and activities.
 - Canada-Newfoundland and Labrador Job Grant: provides funding to employers for employer-sponsored training for existing and new employees.
 - Job Creation Partnerships: Supports projects that provide employment insurance-eligible individuals with work experience and skills to achieve ongoing labour market attachment.
 - Short-term Training: supports training ineligible for other student financial assistance.
 - Pre-employment Supports: supports clients to participate in pre-employment training that may include personal life skills development, career planning or employment readiness.
 - Linkages: designed to assist youth from a variety of educational and social backgrounds through job placement and career and employment support sessions.

Section 27.(1)(i) and 27.(2)(a)

[Redacted]

- Preliminary targeted discussions have been held with representatives from the Murphy Centre (February 9, 2017), Teachers on Wheels (February 10, 2017) and the Department of Children, Seniors and Social Development (February 20, 2017). An additional discussion is anticipated with the Department of Education and Early Childhood Development. These discussions will inform the finalization of discussion document to guide public consultations in fall 2017.

Section 27.(1)(i) and 27.(2)(a)

[Redacted]

Actions Being Taken:

- A Request for Staffing Action has been submitted to recruit a literacy expert for the strategy.
- Invitations will be sent to establish an Interdepartmental ADMs' Steering Committee and Director's Working Group to guide the development of the Adult Literacy Strategy.

Prepared/Approved by:
Ministerial Approval:

C. Christopher/J. Power/B. Gardiner
Received from Hon. Gerry Byrne

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March 7, 2017

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