

# La Governor's Table des Gouverneurs

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## Chair's Message

In the late 1990's, the Board became a member of the National Organization for Competency Assurance (NOCA), now called the Institute for Credentialing Excellence (ICE).

The membership of NOCA/ICE includes regulated and non-regulated professional accrediting bodies and it acts as a networking, professional development, best practices information sharing organization. It's vision is to be the worldwide leader in promoting credentialing, excellence through education, innovation and advocacy.

Since joining, the Board has sent representatives to NOCA/ICE conferences to learn and to share information about credentialing best practices. It was also through conference attendance that a relationship was forged with Assessment Strategies Inc., a competency-based testing and assessment company that develops and maintains over 150 national and provincial tests for regulatory colleges, professional and not-for-profit associations, federal and provincial governments and private organizations.

Conference topics have included Developing Quality Examinations, Credentialing and Accreditation of Schools/Programs, marketing methods of Today's Testing Organizations, Appropriate Reports for Failing and Passing Candidates, Interview Techniques, How to Build Your Item Bank, Item Writing and test Analysis, Understanding Due Process and Disciplinary Procedures.

The 2005 conference focused on "Defining the Public Member Role" with a series of sessions on public members serving on boards. Information from our attendance at these sessions was most helpful in establishing the criteria and selection process for our current public member position.

At the 2008 conference, our representative, Heather Harvey, participated in a number of very informative governance sessions including the appointment of governors.

The message from Ms Harvey's attendance at the conference's best practices sessions and from her discussions



*Ed Miller, BSc., MPA, CRSP*

with representatives of other credentialing organizations was very clear. The appointment of board members against established competencies and skill sets is considerably more effective, productive and proactive for the ongoing development and credibility

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of the certifying body; increasing objectivity and matching candidates to the needs of the governing body.

Ms Harvey presented her findings to the Governing Board at its October 2008 meeting and the decision was made to have a workshop at the February 2009 meeting to discuss the future governance direction of the BCRSP.

The Board's February 2009 workshop schedule was extended one full day to allow for a thorough review of the current nomination/election process and the potential benefits to the certification program by moving from an elected to an appointed board. The workshop was facilitated by Peter Lineen, past chair, Heather Harvey and Barbara Nytko, public member, with background support provided by Nikki Wright (Fletcher Wright Associates).

After considerable discussion and debate, a consensus was reached and the decision was made to start the process by first developing a list of required competencies (skills, knowledge, behaviours) required by both executive

and governor candidates to meet the challenges of the 21st century.

Those competencies have been included in the 2010-2011 Governing Board Call for Nominations already distributed to all certificate holders and will be used by the Nominations Committee in selecting candidates for this fall's election.

Concurrent with that process, bylaw amendments are being drafted for certificate holder approval that, if approved, will result in an appointed board. The process will require candidates to submit evidence of their meeting the competencies required to serve as a governor, current curriculum vitae and to be interviewed by the Nominations Committee.

Based on a review of the documentation and interview, the Nominations Committee will submit its recommendations to the Governing Board for approval.

It is expected that the 2011-2012 governor board positions will be filled using this appointment process.

As the Board moves to the appointment of governors, certificate holders will be apprised of the progress through communiqués included with the Governor's Table and in the certificate holder's area of the website.

While this represents a major change in the governance of the BCRSP, it follows the best practices recommended by the Institute for Credentialing Excellence and followed by most accrediting bodies and will ensure that certificate holders appointed to the Board bring with them the competencies required to ensure the continuing credibility and future growth of the Canadian Registered Safety professional (CRSP)<sup>®</sup> designation.

Sincerely Yours,

Edward J Miller, BSc., MPA, CRSP  
Chair, Governing Board

## **A Reminder to Use Your Designation**

Certificate holders are encouraged to use their CRSP designation at every opportunity – on correspondence, business cards, conference registrations, e-mails, etc.

You may use the designation as either CRSP or C.R.S.P. You should not use BCRSP to indicate that you are certified as that denotes the organization not the designation.

## Mot du président

À la fin des années 1990, le CCPSA est devenu membre de la National Organization for Competency Assurance (NOCA), qui porte maintenant le nom de l'Institute for Credentialing Excellence (ICE).

La NOCA/ICE est composée de membres représentant des organismes de certification dans les domaines réglementés et non réglementés, et sert à établir des réseaux d'entraide, fournir de la formation professionnelle et partager de l'information sur les pratiques exemplaires. L'organisme a pour vision d'être reconnu comme chef de file mondial en matière de promotion de délivrance de titres et de certificats, d'excellence par la formation, d'innovation et de défense des droits.

Depuis notre adhésion à cet organisme, le CCPSA envoie des représentants aux congrès organisés par la NOCA/ICE afin de connaître les pratiques exemplaires en matière de délivrance de titres et de certificats et pour partager de l'information. C'est également au cours de l'un de ces congrès que nous avons établi une relation d'affaires avec la firme Stratégie en évaluation inc. (Assessment Strategies Inc), une entreprise spécialisée dans l'évaluation et les tests axés sur les compétences. Cette société développe et assure le suivi de plus de 150 tests et examens donnés à l'échelle nationale et provinciale par des collèges, des associations professionnelles, des organismes sans but lucratif, des organismes fédéraux

et provinciaux et des entreprises privées.

Les divers thèmes abordés lors de ces congrès comprenaient : le développement d'examens de qualité, la délivrance de titres et l'accréditation d'écoles et de programmes, les méthodes en marketing utilisées par les fournisseurs de tests, les rapports pertinents démontrant la réussite ou l'échec des candidats, les techniques d'entrevue, la construction d'une banque d'items, la rédaction des questions et l'analyse des tests, la compréhension des procédures de recours et des procédures disciplinaires.

En 2005, le congrès était axé sur le rôle du représentant du public et comportait une série de séances portant sur les représentants du public siégeant à des conseils d'administration. Notre participation à ces séances a été très utile, car cela nous a aidés à établir les critères et le processus de sélection du poste de représentant du public au sein du Conseil.

Lors du congrès de 2008, Heather Harvey, la représentante du CCPSA, a eu la possibilité de participer à diverses séances très informatives portant sur la gouvernance et la mise en candidature des administrateurs.

Le message tiré de sa participation aux séances portant sur les pratiques exemplaires et de ses discussions avec des représentants provenant d'autres organismes de certification était très clair : il est beaucoup



*Ed Miller, BSc., MPA,  
CRSP*

plus efficace, productif et proactif pour le développement continu et la crédibilité de l'organisme de certification de nommer des administrateurs en fonction de compétences et de connaissances établies, car cela favorise l'objectivité et permet de choisir des candidats qui correspondent aux besoins de l'organe directeur.

Mme Harvey a présenté ses constatations à la réunion du Conseil des Gouverneurs en octobre 2008, et une décision a été prise pour tenir un atelier à la réunion de février 2009 et discuter de l'orientation future de la gouvernance du CCPSA.

La réunion de février a été prolongée d'une journée entière afin de pouvoir examiner en profondeur notre procédure de mise en candidature et d'élection actuelle ainsi que les avantages que pourrait tirer notre programme de certification en modifiant les postes d'administrateurs élus par des postes d'administrateurs nommés. L'atelier a été dirigé par Peter Lineen, président sortant, Heather Harvey, Barbara Nytko, représentante du public, et Nikki Wright (de Fletcher Wright

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Associates) qui a offert le soutien de base.

Après de nombreuses discussions, et afin de répondre aux défis du 21<sup>e</sup> siècle, les administrateurs sont parvenus à un consensus et ont pris la décision d'amorcer le processus en commençant par dresser la liste des compétences requises (habiletés, connaissances et comportements) par les membres du Comité exécutif et les administrateurs.

Ces compétences ont été incluses dans l'appel de candidatures pour l'élection du Conseil des Gouverneurs 2010-2011, qui a déjà été envoyé à tous les CRSP. Ces compétences seront utilisées par le Comité des candidatures lors de la sélection des candidats pour l'élection à l'automne prochain.

De plus, la version préliminaire des modifications aux statuts est actuellement en voie de rédaction

aux fins d'approbation par les CRSP. Si celles-ci sont approuvées, cela entraînera un Conseil des Gouverneurs composé d'administrateurs nommés. Pour ce faire, les candidats devront soumettre un curriculum vitae et des preuves démontrant les compétences requises pour siéger à titre d'administrateur. Ils devront aussi passer une entrevue menée par le Comité des candidatures.

Après avoir examiné les documents des candidats et réalisé les entrevues, le Comité des candidatures soumettra ses recommandations au Conseil des Gouverneurs pour approbation.

On espère que les postes au Conseil des Gouverneurs de 2011-2012 seront pourvus à l'aide de ce processus.

Les membres CRSP seront informés de l'avancement de ce dossier dans la Table des Gouverneurs et dans la section du site Web réservée aux CRSP.

Bien que cette démarche représente un changement important dans la gouvernance du CCPSA, elle respecte les pratiques exemplaires recommandées par l'Institute for Credentialing Excellence, et auxquelles adhèrent la plupart des organismes d'accréditation, et veillera à ce que les CRSP nommés au Conseil aient les compétences requises pour assurer la continuité de la crédibilité et de la croissance du titre de Professionnel en sécurité agréé du Canada (CRSP®).

Cordialement,

Edward J Miller, B.Sc., MPA, CRSP  
Président

## Searchable Certificate Holder's Database

If you haven't discovered it already, we have added the "Certificate Holders Directory" to the certificate holders area of the web site that offers a searchable database capability.

To quickly see how it works, enter your own information. If, as an example, you want to search for a certificate holder who is a consultant with expertise in auditing, use the dropdowns and click on "consulting" in "Industrial Classification" and "auditing" in "Area of Expertise".

If you want to contact any of those certificate holders, click on "contact" and it will allow you to email that individual without, for privacy reasons, revealing the certificate holders email address.

## 2009 Volunteer of the Year Award



*Fredrick Carlson, CRSP*

The Governing Board is pleased to announce that the recipient of the 2009 Volunteer of the Year Award is A. Fredrick Carlson, CRSP.

Fred has held the position of Corporate Safety Officer, City of Winnipeg since 1988. Previous experience included a Health and Safety Officer position with the Province of Manitoba's Workplace Safety and Health Division and a Safety Coordinator and Fire Marshall position with Canada Packers Inc.

He graduated from the University of Manitoba's three year Occupational Safety and Health Certificate program in 1988 and has been a Canadian Registered Safety Professional (CRSP)<sup>®</sup> since 1985. Fred has volunteered his services to the Manitoba Regional Screening Centre since 1999 and has served as Chair since 2001.

In addition to volunteering his services to the BCRSP, Fred volunteered as a workshop session presenter at the 2007 Canadian Society of Safety Engineering's Professional Development Conference in Victoria, BC, a presenter at a Professional Development Luncheon for the CSSE Manitoba Chapter in February 2009, served a three year term as a Director of the American Industrial Hygiene Association, Manitoba Section. He has also been a volunteer instructor at the Manitoba Construction Conference every year since 1991.

Fred lives in Winnipeg with his wife Karen. They have two children and three grandchildren.

The award will be presented at the CSSE's September Professional Development Conference in Calgary, AB.

To be eligible for the award, candidates must be a CRSP in good standing, must have served in one or more volunteer capacities with the BCRSP other than the Governing Board, must have been a volunteer for a minimum of five years. Current Governing Board members are not eligible for the award.

*The Volunteer of the year award was established in 2001 and the first award was presented at the Board's 25th Anniversary Celebration in Banff, AB.*



# Survey on the Competencies Required of Certified Safety Professionals in Canada

Later this year, the Board will be issuing its Survey on the Competencies Required of Certified Safety Professionals in Canada to certificate holders. This data from this very extensive and critical survey, conducted every five years, will be used to ensure the 2011 examination is aligned with current practice and knowledge of safety professionals in Canada. The

information you provide will remain confidential.

The survey will only be available online. Certificate holders will be notified by email when the survey is open. Please ensure that your current email address is included as part of your personal profile so you may receive notification when the survey opens (you

may update your profile by visiting the “Update Profile” link in the certificate holders area of the website).

1.0 CMPs will be awarded to certificate holders completing and submitting the survey.

## Salary Survey

Results of the 2009 Salary Survey compiled by Assessment Strategies Inc. from data provided by certificate holders are posted on website in the “About Us” section.

Compared to 2007, several large trends were evident. On average, CRSPs have become an older group with more work experience. Although their average salary has increased, over the past year, fewer CRSPs are reporting salary increases. Those who do report a salary increase are reporting, on average, smaller increases. As a group, CRSPs have also tended to supervise fewer employees, service fewer job sites, have fewer previous employers and work less in self-employment compared to 2007.

Out of the four employment sectors highlighted in this report, the construction sector seems to have undergone the most change since 2007. Overall, respondents from the construction field now tend to work for smaller companies, service fewer job sites and have experienced the largest drop in average salary.

## Certified Health and Safety Consultant (CHSC) Designation

The Canadian Society of Safety Engineering (CSSE) has announced changes to the eligibility criteria for the Certified Health and Safety Consultant (CHSC) designation as of January 1, 2011.

Details may be viewed on the CSSE’s website ([www.csse.org](http://www.csse.org)).

## Governing Board Meeting Highlights

The BCRSP's 34th Annual General Meeting was held in Calgary in conjunction with the Governing Board meeting. The minutes and Annual Report from that meeting are posted in the certificate holders section of the website.

- The report on the May 2, 2009 examination (CRSPEX) results were reviewed.
- A forensic audit was conducted on the May CSRPEX at the request of the Certification and Examination Committee. The committee is investigating an alleged incident of test misconduct identified by the audit.
- The Certification and Examination Committee is reviewing proposals from test centre providers to accommodate the move to computer based testing (CBT).
- Effective with the May 2010 CRSPEX administration, candidates will start writing at the same time across Canada rather than starting at 9:00 am local time (eg. British Columbia candidates will start writing at 9:00 am, Newfoundland and Labrador candidates will start writing at 1:30 pm).
- A summary of the National Education Symposium held on May 4-5 in Edmonton was submitted to the Board. The results were very positive from both the BCRSP's and college/university representative's perspective. A second symposium will be scheduled in 2011.
- 166 candidates who successfully passed the May 2, 2009 CRSPEX were granted their CRSP designations.
- 54% of certificate holders whose registration number ends in either "2" "7" and certified before 2008 have submitted their Certification Maintenance Program worksheets.
- 238 courses, seminars and conferences have been approved for CMPs. Approvals are posted on the website.
- An ISO 17024 full audit was conducted on March 10 and an examination surveillance audit was conducted at the Ontario GTA (Toronto) Regional Screening Centre on May 2. An ISO 9001 surveillance audit was conducted on April 9.
- The BCRSP's exhibit was displayed at the April 6-7 Western Conference on Safety, Vancouver, BC and the Your Workplace Conference, April 29-30 in Ottawa. The Board will be exhibiting at the CSSE's September 20-23 Professional Development Conference in Calgary, AB. Two additional conferences, both in eastern Canada, are being considered.
- A governance workshop resulted changes being approved for the appointment of the Vice Chair and Secretary-Treasurer and Governors to the Board (see Chair's Message).
- The Past Chairs' Advisory and Nominations Committee to be split into two separate and distinct committees, the Past Chairs' Advisory Committee and the Nominations and Leadership Development Committee.
- The Nominations and Leadership Development Committee will consist of the immediate Past Chair (committee chair), Board Chair and Vice Chair, the Public Member, the Executive Director and one Governor appointed by the Governing Board.
- A communications package to be developed to accompany the proposed bylaw amendments reflecting the governance changes.
- Revised 2009-2010 Strategic Plan approved.
- The Transportability of Credentials Committee was renamed to the Foreign Credentials Recognition Committee.
- An ad hoc committee to be struck with the Board of Certified Safety Professionals to discuss common issues regarding credentialing, specifically the issues of formal education, professional practice and professional development.
- The National Organization for Competency Assurance (NOCA) – the BCRSP is a member of this organization – approved a change of name to the Institute for Credentialing Excellence (ICE).



# 2009 Governing Board

## Executive:

*Chair:* **Edward J. Miller**, BSc, MPA, CRSP, Maritime Forces Atlantic, Halifax, NS

*Vice Chair:* **Howard J. McGraw**, CRSP, Maple Leaf Foods Inc., Mississauga, ON

*Past Chair:* **Peter Lineen**, CRSP, BC Forest Safety Council, Nanaimo, BC

*Secretary-Treasurer:* **Monica A. Szabo**, BES, OHST, CRSP, ROH, Municipal Health and Safety Association, Milton, ON

## Executive Director

**Peter Fletcher**, CRSP (R)

## Governors:

**Dennis P. Bolger**, PEng, CRSP, CHSMSA, Benchmark Safety Inc., Calgary, AB

**Mulford Clark**, CRSP, CHSC, Syncrude Canada Ltd., Fort McMurray, AB

**Kevin J. Dawson**, MBA, PEng, CRSP, Nalcor Energy, St John's, NL

**Ron Durdle**, CRSP, Department of National Defence, Victoria, BC

**D. Heather Harvey**, CRSP, The Woodbridge Group, Mississauga, ON

**Gregory B. McInnes**, CET, CCEP, CRSP, Enbridge Pipelines Inc., Edmonton, AB

**Peter V. Sisk**, CRSP, NB Power Holding Corporation, Fredericton, NB

**Mary D. Smith**, CRSP, Dudley Enterprise Inc., Oakville, ON

**Peter Sturm**, CRSP, Workplace Safety & Insurance Board of Ontario, Toronto, ON

**Dave Turner**, MBA, PEng, CMSP, CRSP, Turner Safety Systems, Maple Creek, SK

## Public Member:

**Barbara B. Nytko**, BSc, MSc, GABA Holdings International Inc., Toronto, ON



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### Accreditations

ISO 17024:2003 (Personal Certification Body)  
ISO 9001:2008 (Quality Management System)

### Memberships

Canadian Network of National Associations of Regulators (CNNAR)  
International Network of Safety & Health Practitioners Organisations (INSHPO)  
National Organization for Competency Assurance (NOCA)

The Board of Canadian Registered Safety Professionals (BCRSP), with over 2600 certificate holders, is a not-for-profit organization established in 1976 for the purpose of certifying qualified ohs&e practitioners as **Canadian Registered Safety Professionals (CRSPs)**®.

The CRSP is the **designation of choice** for employers when hiring ohs&e professionals.

Our **Mission Statement** is "to promote occupational health and safety, environmental protection and public safety through the certification of qualified occupational health, safety and environmental professionals".



**DISCLAIMER**—from time to time, advertising inserts may be included with mailings of the *Governor's Table*. Inclusion of these inserts does not imply endorsement by the BCRSP. They are provided as a source of information to certificate holders.