

# MPI Trade Consultation Committee Framework

MPI values its relationships with the Manitoba automotive repair industry. MPI is working to continue to provide safe, accredited repairs to Manitobans through establishing agreements with individual repair shops. MPI is also committed to continuing to engage with the repair trade and its associations to seek regular input on policies and procedures through meaningful consultation.

## Standing Committee Options

Adhoc committees may be formed based on issues raised to or by MPI.

Committee	General Topics <sup>1</sup>	Frequency
<b>Technical and Parts Committee</b>	Parts Business Rules Estimating Standards Quality of Repair (not the KPI)	Bi-monthly or as needed
<b>Program and Accreditation Committee</b>	Direct Repair Performance Recognition Program Shop Measures Training Requirements Accreditation Agreement Compensation	Quarterly
<b>Glass Committee</b>	Advanced Driver Assistance Systems (ADAS) National Auto Glass Standards (NAGS) Discount Glass Program	Quarterly, or as needed

<sup>1</sup> Some topics may result in sub-committees forming

## Maximum Committee Sizes

### Technical and Parts Committee and Glass Committee

There will be up to five members from the industry, of which the Automotive Trades Association of Manitoba (ATA) and Manitoba Motor Dealers Association (MMDA) will appoint two members (one from each association).

MPI will appoint representatives (as required) from:

- Research and Estimating
- Accredited Repair
- Physical Damage Programs
- Estimating Operations
- Senior Leadership

### Program and Accreditation Committee

The ATA and MMDA will appoint two representatives (two from each association)

MPI will appoint senior leadership members as representatives.

## Committee Member Selection Process

The ATA and MMDA will advise MPI of their appointed representatives to each committee.

MPI will contact all accredited repair facilities for volunteers to serve on the Technical and Parts Committee and Glass Committee. Interested facilities will provide the name of their nominee.

Following the appointment of the association representatives to each committee, MPI will review the volunteer list and select committee members, ensuring the industry has broad representation across the various categories, including:

- Various geographic regions of the province (rural, north, and urban)
- Various sizes of shops based on repair volume

MPI will circulate the names of the MPI and trade representatives for each committee by a Notice to the Trade.

## Length of Term for Committee Members

Committee members will serve a three year term.

## Roles and Responsibilities

Committees will meet on a regular basis as outlined, or more frequently, if required. The role of each committee is to provide input and feedback to MPI on relevant repair industry issues, MPI policies, standards, and programs.

While MPI is committed to consulting with the Manitoba repair industry, these committees are not intended to restrict or prevent MPI from implementing changes to policies, procedures, or standards.

## Agenda

MPI representatives will chair all committee meetings.

Topics for discussion will be identified in advance of the meetings. Items brought to committee will be classified for priority.

Minutes of each meeting will be taken and circulated to the committee members two weeks in advance of posting to the MPI Partners website.

If you have any questions about this notice, please contact MPI Partners or your Shop Relationship Advisor.