

Technical and Parts Committee Terms of Reference and Members

Effective: October 2021
Revised: October 2024



Background

Providing safe and proper repairs to Manitobans is a shared responsibility and requires a strong and collaborative relationship between Manitoba Public Insurance (MPI) and the Manitoba repair industry.

The consultation framework established under the 2021 Light Vehicle Accreditation Agreement is centered on meaningful consultation between the repair industry, its associations and MPI.

As part of a commitment to meaningful consultation, the Technical & Parts Consultation Committee was formed to facilitate and provide the Manitoba auto body repair industry the opportunity to raise ideas, discuss emerging repair industry trends and share concerns and potential solutions directly with representatives of MPI.

Membership

- 1 representative appointed by the ATA
- 1 representative appointed by the MMDA
- 3 representatives of the repair industry selected through a nomination process¹
- 3 representatives of MPI (or their delegates should they be unable to attend)
 - MPI's Director, Physical Damage Management may attend as a member

In addition, others deemed to have information relevant to the committee may be invited with MPI approval to attend.

The terms of the repair industry members are for three years from appointment. The terms of the committee members appointed by the ATA and MMDA are at the discretion of the respective association.

Scope of Activities

The intent of the Technical & Parts Consultation Committee is to provide direct input and feedback on technical repair and parts related issues affecting the Manitoba light vehicle repair industry. The committee's focus will include:

¹ Repair shops associated with industry representatives must be in good standings with MPI LVAA for them to maintain their position on the consultation committee.



- Discuss technical repair and parts matters affecting the Manitoba light vehicle repair industry, for enhanced mutual understanding of the impacts and drivers
- Review and provide input on MPI's estimating standards, revisions and opportunities for enhancements
- Review and provide input on MPI parts programs
- Review training requirements and needs in relation to emerging technologies and repair methods
- Review motor vehicle repair industry repair trends including OEM emerging technologies
- Build on the MPI and industry relationship and enhance collaboration
- Develop joint positions and identify / recommend strategies on technical and parts related issues that affect the Manitoba light vehicle repair industry and MPI
- Create and maintain joint committees, from time to time, to review specific issues of mutual interest
- Identify customer service and systemic issues relating to motor vehicle repairs, and identify/ recommend strategies to address

Decision Making

The Technical & Parts Consultation Committee is advisory only, and no decisions will be made by the committee.

Meeting Schedule

The committee will meet quarterly (four times per year), or more frequently should it be deemed necessary. The next meeting date and location will be set at the conclusion of each quarterly meeting. Meetings will occur 'in person' or virtually, at the discretion of the committee. Members may attend virtually, should their schedules not permit in person attendance.

Meeting Chair and Agendas

MPI representatives will act as chair for the meeting and will be responsible for developing an agenda in collaboration with all members of the committee. Potential agenda items should be submitted two weeks in advance of the meeting date in order to allow committee members sufficient preparation time.

Minutes

An MPI staff member will attend each meeting to record written minutes of the general discussion points and any action items. Minutes will be circulated to committee members



for review and amendment as necessary following each meeting. Minutes will be posted for public viewing in the [Industry Consultation](#) section of the MPI Partners website.

Technical and Parts Committee Members

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If you have any questions or comments, please send them to Partners@MPI.mb.ca