

STATE MASONRY APPRENTICESHIP ADVISORY COMMITTEE

October 14, 2015

Bricklayers & Allied Craftsman Council
17125 W Cleveland Avenue
New Berlin 53151

Approved Minutes

Members Present	Employer / Organization
Burns, Gary (Co-Chair)	BAC District Council of WI
Burt, Mark	Miron Construction
Ganhs, Matt	OPCMIA Local 599 Area 558
Gray, Todd	OPCMIA Local 599 Area 204
Hink, Scott	OPCMIA Local 599 Area 558
Szymanski, Rick	BAC District Council of WI
Vick, Jim	BAC District Council of WI
Walsh, Terry	Walsh Masonry, Inc.
Weytens, Randy	BAC District Council of WI
Zignego, Daniel (Co-Chair)	Zignego Construction

Members Absent	Employer / Organization
Hetzel, Jim	Hetzel Tile & Marble
Just, Tim	Berghammer Construction Corp
Kinateder, Fred	KMI Construction
Miller, Jim	OPCMIA Local 599 Area 204

Consultants & Guests	Employer / Organization
Bonlender, Bill	BAC
Cook, Jim	Madison Area Technical College
Jallah, Tracy	Bureau of Apprenticeship Standards - Madison
Scheldroup, Bob	Bureau of Apprenticeship Standards - Milwaukee
Smith, Owen	Bureau of Apprenticeship Standards - Madison

1. The meeting was called to order at 10:03 a.m. by Gary Burns, Committee Co-Chair, in conformance with the Wisconsin Open Meeting Law.
2. A roll call was conducted. A sign-in sheet was circulated. A quorum was present.

3. The committee reviewed the current roster for vacancies, soon-to-expire terms, overall representation, and accurate contact information. On the Employer side, Todd Gray replaced Jim Miller, who retired.

4. Old Business

a. **Review the follow-up items from the previous meeting.**

The Employee Co-Chair is vacant. The committee nominated and approved Gary Burns.

The draft minutes from the previous meeting were approved as written.

The committee reviewed the proposed proprietary syllabus and course outline for the paid related instruction for Terrazzo Worker. The committee noted that only four Terrazzo contractors are active in the state and two are in LaCrosse. The contractors had reviewed the syllabus and agreed with it.

Action: the committee approved the paid related instruction for Terrazzo.

The committee then proposed revisions to the state Exhibit A for Terrazzo Worker. However, the item was not listed on the agenda as an action item and several members were not present. In addition, the proposed revisions needed to be reviewed by the Bureau, too, to ensure they make sense as contract requirements. For example, several small work processes could be combined to make it easier for the contractors to track the required hours. Therefore, the Bureau proposed tabling the revisions and discussing them via webinars before the spring meeting.

Action: the focus group will review the draft in person on December 1 at the BAC District Council; and a webinar discussion and vote will occur on January 13, 2016, at 10:00 a.m.

b. **Apprenticeship Completion Award Program**

Owen explained that the state legislature and Governor's Office extended the program through June 30, 2017. No other changes were made. The eligibility requirements and the reimbursement allotments are the same. The Bureau encourages all committee members and employers to communicate the extended timeframe to their apprentices.

e. **Wisconsin Apprenticeship Summit**

Owen reported that the first action item from the Wisconsin Apprenticeship Summit is underway. DWD convened a consortium of employers that will advise the Bureau on employer-to-employer outreach materials targeted at employers that sponsored apprentices within the past three years and employers that have never sponsored apprentices. The consortium's first step is to administer a statewide survey on the attitude and perceptions of registered apprenticeship among sponsors, former sponsors, and non-sponsors. The Bureau will inform the committee of the results at the spring meeting.

f. **American Apprenticeship Grant**

Owen reported that the Bureau was awarded an American Apprenticeship Grant, known as "Wisconsin Apprenticeship Growth and Enhancement Strategies (WAGE\$)", for the maximum amount of \$5 million. The grant period is five years over which the Bureau will register 1,000 new apprentices.

The grant has two goals: expand registered apprenticeship into new areas of the economy, including information technology, health care, and advanced manufacturing; and second, increase the pool of qualified applicants for registered apprenticeship by supporting youth apprenticeship programs through the K-12 system and supporting pre-apprenticeship readiness programs through local workforce development boards.

The committee asked if WRTP/ BIG STEP is an example of a pre-apprenticeship readiness program. Owen replied that it is.

g. Other

No other topics were raised.

5. New Business

a. Review and discuss the duties of the state committee

Owen noted that the Bureau is discussing this item with all state committees to reiterate the importance of their input on all matters of registered apprenticeship, from policies to on-the-job learning to paid related instruction. Owen noted that this committee is highly active in advising the Bureau on all aspects, as evident in their recent work on proposing the new statewide program for Terrazzo Worker.

The committee did not have questions.

b. New publications from the WI Advisory Council

The Wisconsin Apprenticeship Advisory Council released two new publications: *A Guide to Successful Interviewing for the Skilled Trades* and *Wisconsin Pre-Apprenticeship Readiness Program Guidelines*. Owen distributed copies of both to all attendees.

The first was developed in response to feedback from sponsors that many applicants for apprenticeships would benefit noticeably from improving their interview and resume writing skills. The Bureau encourages stakeholders to distribute the document far and wide.

The second was developed in response to the increase of programs that claim to prepare unskilled individuals for registered apprenticeship programs. Many of these programs lack a clear partnership with a registered apprenticeship partner, and therefore may train participants to skills not identified by industry stakeholders as readily needed. Pre-apprenticeship programs can apply for certification by the Wisconsin Apprenticeship Advisory Council.

Both publications and the application for certification are available on the Advisory Council website.

The committee commented that the *Interview Guide* is needed. Many applicants have good work ethics but fail to present themselves well during the interview process. Several members shared anecdotes and examples of similar efforts in their company or union to prepare applicants.

c. Technical Assistance Guide sessions

Technical Assistance Guide sessions are mandatory for new members to local joint and non-joint apprenticeship advisory committees. The Bureau has not offered the sessions in the past few years, and will offer them this fall through December due to a sufficient amount of new members to local committees across all construction trades. Individuals who must take the sessions will receive an official information letter from the Bureau. Members who want to re-take a session as a refresher are welcome to do so, but must contact Karen Morgan to ensure space is available.

d. Other

No additional topics were raised.

6. WTCS Update

Jim Cook noted several items from the written WTCS Update, which is available in full on the state committee website.

7. Review the program participants.

The committee noted that the reports provided were from a previous time period, and therefore not current. In addition, the committee noted that one local committee will soon register several apprentices, and requested that the report be sent after that.

Action: The Bureau will email the current participant report to the committee.

9. The next meeting is tentatively scheduled for March 30, 2016, at 09:30 a.m. at the BAC District Council in New Berlin.

10. The meeting adjourned at 11:45 a.m.

Follow-up items

- i. The Bureau will schedule a meeting to review the Terrazzo Ex A.*
- ii. The Bureau will schedule a webinar to approve the Terrazzo Ex A.*
- iii. The Bureau will email the current participant report on December 1.*

*Submitted by Bob Scheldroup and Owen Smith
Bureau of Apprenticeship Standards*