

Minutes of the
APPRENTICESHIP ADVISORY COUNCIL
Advisory to DWD, Bureau of Apprenticeship Standards
and
Wisconsin Technical College System Board

Wisconsin Manufacturers and Commerce Building
501 E Washington Ave
Madison, WI

May 30, 2008

MEMBERS PRESENT

Wayne Belanger
Gert Grohmann
Terry Hayden
Henry Hurt
Mike Lewin
Marcie Marquardt
John Metcalf

James Nowak
Robert Riberich
Susan Scaffidi
Tom Schoenberger
Ron Splan
Clay Tschillard
Marge Wood

MEMBERS EXCUSED

Earl Buford
Brent Kindred
James Moore
David Newby
Ben Rodriguez
Dan Vanden Bush

MEMBERS ABSENT

CONSULTANTS AND GUESTS

Tim Anhalt	Wisconsin NECA-IBEW	Madison
Jim Cook	Wisconsin NECA-IBEW	Madison
Mary Harrington	USDOL-OA	Madison
Gary Korn	UA Local 434	
Ken Moore	DWD-DET-Bur App Standards	Madison
Karen Morgan	DWD-DET-Bur App Standards	Madison
Kathy Wellington	DWD-DET-Bur App Standards	Madison

Welcome, Introductions and Check-In

Terry Hayden, Council Co-chair, called the meeting to order, in conformance with the Wisconsin Open Meeting Law, at 10:06 a.m.

Sign in sheets were circulated to record those in attendance. All present introduced themselves.

Approval of Minutes

Terry referred members to the minutes of the January 23, 2008 Council meeting, which were included in the meeting packet. By unanimous voice vote, the Council approved the minutes of the January 23, 2008 Council meeting.

Sub-Committee Reports:

Educational Linkages: Bob Riberich stated that the sub-committee has not met since the last Council meeting. The Sub-Committee report was in the meeting packet as Attachment 2.

Two presentations were made at Northcentral Technical College (NTC) and at Waukesha County Technical College (WCTC). Both presentations were well received. At WCTC it was pointed out that graduate apprentices were almost always at the top of the college's annual salary surveys.

Karen told the Council that there is a new president at Chippewa Valley Technical College (CVTC). He would welcome a letter requesting a visit. Karen will send a letter on behalf of the Council. At Milwaukee Area Technical College (MATC-Milw) the presentation will be with senior staff.

Bob Riberich told the Council that he had received a telephone call and a letter from the State Superintendent of Schools about a new council that was being formed. This council is looking at getting more technical education instruction in the K-12 schools. At the first meeting, Bob and Bob Barker, Associated General Contractors (AGC), represented the construction trades. There are about twenty-five (25) members. Bob Riberich is now co-chair of that council. This should help apprenticeship. Marge Wood told the Council that Carl Perkins funding is now tied to labor market data and paths to actual jobs. Schools are struggling with how to do this.

Equal Access Sub-Committee. Wayne Belanger made the presentation. Status Report 10 was included in the Council Meeting Notice as Attachment 3.

The Sub-Committee has met four (4) times since the last Council meeting. They have been very busy.

Employer Survey: Karen told the Council there had been some discussion after the last Council meeting on the value of the responses. Marcie Marquardt had sent the survey to all of her employers and there was a 60% response rate. The survey was then sent to NECA--Wisconsin Chapter and other organizations as it has received about a 40% response rate with more responses still coming in. The survey will also be sent to other employer associations who are interested in partnering with the Council. The survey goes out under the various associations' names and letterhead but the responses are sent to BAS. Two changes were made to the original survey: 1) Six (6) regions of the State were added as Question 2, and 2) Question 5 includes a response on how the employer found current apprentices. There have been a couple of interesting results from the perspective of the employers: 1) Minorities are okay on the job but women can not do the work, and 2) Employers are already doing all they can to increase female and minority participation. Karen reminded the Council that the Department of Workforce Development is interested in more women and minorities on the local committees. Women and minorities are more at ease during the interview process when there are women and minorities on the committee.

- Mentoring – Wisconsin Regional Training Partnership/BIG STEP. Karen distributed the bid overview. The bid is focused on African-Americans in the Milwaukee area. The pilot program is to work with employers to develop strategies to hire and retain African-American apprentices throughout their apprenticeship and to work with and mentor the apprentices to improve their success in the workplace. The program will start next week. It will give DWD a pilot that can be duplicated throughout the State. The Federal Bureau of Women is also putting out bids for the same thing for women. If Wisconsin can get a grant it could spread a program throughout the State starting this fall.
- Apprentice Orientation – A rough draft of the Orientation Handbook was included. The idea of the Orientation came from the focus groups. Everything

the Sub-Committee is working on came from the focus groups. It had been decided that the two Apprentice Handbooks would be the models for the Orientation Handbook. The actual writing is being done by the Sub-Committee members. The Bureau would like to get the Handbook done this fall in order to roll out at the Biennial Apprenticeship Conference at the end of January 2009. Gert recommended that PPE be added to Clothing Care and that drafts are e-mailed to the entire Council for review.

A motion was made and seconded to accept the format and time schedule. The Council unanimously approved both the format and schedule.

Informational Sub-Committee: The committee did not meet and no update was provided.

Marketing Sub-Committee: Wayne Belanger gave the report. Status Report 8 was included in the packet as Attachment 4. The Sub-Committee has met three times since the last Council meeting. A presentation was made on the Instructor Guide and copies of the PowerPoint were distributed. The Guide, the Teacher's Guide, and the Student Workshop Activities were mailed with the meeting packet. The course will be available to all, but it will not be required like Transition-to-Trainer. The final product was "de-constructionized" so it can be used by all apprentices. The duration of the training has not yet been determined. The length could vary depending on the trade and the instructor. The Bureau will try to break it into 2-hour modules for ease of presentation. The WTCS helped along with WIDS-Susan Sharkey. Kathy Wellington did the formatting.

Discussion was held. It was asked if there would be a "train-the-trainer" program developed. That will go back to the Sub-Committee for a recommendation. A motion was made and seconded to approve the project so far and to approve the final product. The Council unanimously approved the Guide. The Council also agreed that they do not need to see the final product.

24th Biennial Conference:

Karen told the Council that the first meeting of the organization committee for the Conference has been held. The Conference will be in Green Bay at the KI Convention Center. It will be the tune-up to the 100th Anniversary in 2011. The theme is From Traditions to New Beginnings—On Our Way to 100 Years. The dates are Sunday, January 25 through Tuesday, January 27, 2009. There will be an improved Town Hall Meeting. The keynote speaker will be from the industrial sector.

WTCS Update:

Marge Wood provided the update. She distributed one handout on Essential Skills for the Construction Industry. Marge stated there are sixteen (16) career clusters with eight-one (81) sub areas. Apprentice programs are in five or six of the 16 clusters. The handout is about essential soft skills in construction as developed in Canada. In the WCTC, all programs except apprenticeship have adopted soft or critical skills. She asked if the Council would want to do this assessment for apprenticeship. Discussion was held. Karen reminded the Council that the Industrial Electrician trade has already done this as part of their Job Book. It was also pointed out that Carl Perkins money does include this type of information. Marge is looking at doing this training as part of the paid related instruction for each trade. Kathy Wellington told the Council that Workforce Development Boards are all looking at evaluations of these skills. A Council member asked if Canada has a module that could just be plugged into the curriculum. That will be followed up.

Office of Apprenticeship Update:

Mary Harrington presented a video on the USDOL's Registered Apprenticeship Program's 70th Anniversary.

Statistics:

Ken Moore presented statistics for May 2007 and May 2008. Council members stated they would like more information. In addition to the one-page report they would like to see information on new apprentices, completed apprentices, and cancelled apprentices. It was decided that they would like this information by sector, not by individual trade.

BAS Update:

Karen presented the update.

- Attachment 5 in the packet is the Bureau's Strategic Plan. Highlights are to add new employers in all sectors, add new apprenticeships in plastics, utilities, printing and health care, increase women and minorities by developing a support system and diversity tools for employers.
- Building Wisconsin's Energy Future. The grant RFP has been sent to the USDOL. It would build on work already done by DWD/BAS, which had not made much headway. It is an apprenticeship-focused grant request. Northeast Wisconsin Technical College (NWTC) is looking at starting a line-worker program. It would also look to expand the meter technician apprenticeship program, look at sub-station electrician, gas technician and possibly other programs as well. It could be used to expand women and minorities through a power distribution program at MATC (Milw) and strengthen ties between the utilities and the technical colleges. The grants will be awarded this summer.
- Advisory Committee on Apprenticeship (ACA), May 14-15, 2008. As NASTAD president, Karen is a member of the ACA. ACA operates similar to the Council, sub-committees do most of the work and report back to the ACA.
 - 1) Of special interest to Wisconsin, Sarah White, Center on Wisconsin Strategy, University of Wisconsin, gave a report on Wisconsin's Green Jobs Initiative. It was a nice report and can be provided to the Council either by e-mail or on-line. There will not be a lot of new jobs, trades will need to adapt current jobs to become "green".
 - 2) 29 CFR 29 Update. All comments are available on USDOL web site. USDOL is now working with their chief legal counsel. The revised 29 CFR 29 will then go to the Office of Management & Budget (OMB) and then be published. The new CFR is expected to be issued before the next president takes office. The release will include a media "blitz" to show how positive the changes will be. There was some discussion on the proposed revisions.
- Local Committee Technical Assistance Guide. There will be a diversity section added to the TAG. The changes will be presented to the trades training coordinators and will be rolled out this fall. BAS is also working on a sole-sponsor TAG which is almost done.

- Wisconsin's Forgotten Middle-Skill Jobs. Karen distributed a handout. It is expected that middle-skill jobs will drive apprenticeships in the future.
- Mechanical/Spatial Course. The EEOC complaint stated that the old mechanical/spatial tests (Bennett Mechanical and Minnesota Paper Form Board Test) were no longer valid. Rather than try to develop a new test, it was decided to develop a class that would teach these concepts. DWD has provided money to develop this course. It should be ready sometime this summer.
- The Registered Apprenticeship Focus Group Report has been issued by USDOL. A copy is enclosed.

Next Council Meeting:

The next Council Meeting will be on August 28, 2008. BAS will host.

* Educational Linkages: Will check Brent's calendar and send an e-mail to members.

* Equal Access: July 16 (morning) at ABC.

* Marketing: June 16 (morning) at ABC.

Old Business

None.

New Business

Karen introduced a new member from the United Steel Workers, Dan Vanden Bush.

Adjourn

By unanimous voice vote, the Council agreed to adjourn. Bob Riberich adjourned the meeting at 1:42 p.m.

Respectfully submitted by
Ken Moore, Recorder